



Winsham Parish Council

Minutes of the Ordinary Council Meeting on the 17th September 2025

0645 Attendance, Apologies for Absence, and to Approve the Reasons given (LGA 1972 s85(1))

Present: Cllrs Everard, Love, Mode, Fowler, Earl, Rich, Beer and Beentje; Mrs Larsson (Clerk)

Apologies: Unitary Councillor Sue Osborne.

0646 To receive any Declarations of Interest: Cllr Beentje declared an interest in item 0469a with respect to utility services being provided via the land of the application.

0647 Approve the minutes of the previous council meeting (LGA 1972 sch 12, para 41(1))

Noted that Cllr Beentje was not shown as present - the minutes were updated to reflect his attendance.

RESOLVED unanimously to approve the minutes of the meeting on 17th September 2025 as a true record, with the amendment above, which were signed by the Chair.

0648 Parish Councillor vacancy

An application was received from Mrs Julie Wright, which was considered by the council. Vote was taken by way of a written ballot with councillors voting in favour of co-opting Mrs Wright to the council. RESOLVED to co-opt Mrs Wright to the parish council vacancy, at which point she was invited to join the meeting.

0649 Planning Matters

a) New applications:

- i. 25/02188/FUL: Land At Whatley Hazelwood Hill Winsham Chard Somerset - The erection of an extension to agricultural barn.

RESOLVED to submit a "no objections" response to the application.

b) Planning updates, notifications and enforcement issues: No matters raised.

0650 Financial & Audit

- a) To receive the latest financial report: The latest report with reconciliation to 02/10/25 was circulated in advance of the meeting. There were no queries raised.

- b) Payments: RESOLVED unanimously to approve the list of payments, with the exception of the renewal invoice for Vision ICT, which will be considered at the next meeting depending on the status of a new website.

0651 Upper recreation ground bye-laws

Cllr Mode had provided a draft in advance of the meeting. He advised that the next steps are to demonstrate the need for the byelaw and undertake consultation. Councillors were satisfied with the draft byelaw and RESOLVED for Cllr Mode to draft the consultation for review at the next meeting.

0652 Grass cutting and grounds maintenance for 2026/2027

Councillors discussed at length the use of the upper recreation ground and the council's duty to consider biodiversity. RESOLVED to adjust the cutting zones at the Upper Rec to incorporate 5 areas instead of 3, along with a revised cutting schedule and introduction of a minimum cut height in relevant areas. Other areas within the scope remain unchanged. Clerk to update written specification and prepare for tender.

0653 Cemetery memorials

Following the previous topple tests, notice was placed in the September minutes and on the council's website requesting highlighted grave owners came forward to discuss remedial action for memorials being monitored. No contact has been made with the council yet, a further month will be allowed, with notice being placed on the council Facebook page as well. DEFERRED to November meeting to consider next actions.

0654 Replacement of bench at southbound bus stop in the churchyard

Cllr Beer assessed the condition of the bench, and it was deemed unrepairable and subsequently removed for safety reasons. The landowners have expressed their approval for a new bench to be put in place and have offered to donate a bench if the council can subsequently take over maintenance and insurance liabilities. The council agreed this in principle, but will need a formal agreement in place. A draft licence will need to be produced for consideration. The Clerk to contact SALC for initial advice and Cllr Love advised she can provide a simple template licence for review. DEFERRED to November for consideration of a formal licence.

0655 Cemetery bench repairs

Having been assessed by Cllr Beer, it was established that the construction of the bench would not be long lasting and it was also commented that the tree growth will cause further damage to the bench. RESOLVED to remove the bench. Councillors considered replacement, but felt that there was sufficient alternative seating available and RESOLVED not to replace the bench at this time.

0656 Installation of bollards at cross pump and phone box

Cllr Beer commented that there are issues with lack of protection from vehicles to both the cross pump and phone box and suggested installation of bollards around both. Noting historic difficulties with permission for bollards at the cross pump, Cllr Beer advised that South West Heritage have indicated their support and would be willing to liaise with English Heritage for the required permissions. If successful, the matter can be pursued with SC Highways. RESOLVED unanimously for Cllr Beer to work with SW Heritage to obtain initial permissions from English Heritage. Matter to be revisited at a later date.

0657 To receive updates and agree any actions on the following areas:

- a) Parish Assets:
 - i) Cemetery and Churchyard - Saplings have been removed from the base of the cemetery wall.
 - ii) Lower Recreation Ground: The Time Capsule plaque has been recovered and will be re-fitted by Cllr Beer.
 - iii) Upper Recreation Ground: No updates.
 - iv) Bus Shelter: No updates.
 - v) War Memorial: As per item 0660d.
 - vi) Seating, Signage and Bins: Seat by the telephone box is in need of attention. Cllr Beer to inspect.
 - vii) Telephone Box: Requires repainting. Clerk to provide contact details for a supplier used at another council.
 - viii) Allotments: All plots are now allocated.
 - ix) Winsham Community Resource Centre: No updates.
- b) Defibrillator: The case requires replacement. Cllr Beer is investigating costs.
- c) Web Sites: To be revisited at the next meeting.
- d) Public Rights of Way: Gate from cemetery to Western Way still an issue.
- e) Grass Cutting Report: No updates.
- f) Gardening Group: No updates.
- g) Environmental Matters: No updates.
- h) Highways and Bus Services: No updates.
- i) Reports from member representatives on outside bodies:
 - i) Jubilee Hall: No updates
 - ii) Winsham Recreational Trust: No updates.
- j) Training: No requests.
- k) Correspondence: Circulated to councillors in advance of the meeting. No items raised for discussion.

0658 Proposals for items for the next meeting.

- a) Licence for bench at the southbound bus stop
- b) Next actions on memorials of concern
- c) Consultation on Bye-laws relating to unauthorised parking/camping at the Upper Rec.

Any additional motions for inclusion on the next agenda should be submitted by members to the Clerk at least 5 clear days before the meeting, in line with the councils adopted Standing Orders.

0659 Date of next ordinary meeting: Wednesday 19th November 2025, 7.30pm. Subsequent meetings will take place on the first Wednesday of the month.

Exempt Business: The Parish Council RESOLVED that in view of the confidential nature of the business about to be transacted (legal, personal or commercial), the press and public be excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, and are instructed to withdraw.

0660 Quotations for consideration

- a) Works to hedges in the Upper Recreation Ground: Two contractors contacted. Additional contractor to be sought if possible.
- b) Tree safety survey: Cllr Rich extensively researched contractors and their qualifications, and quotations were received from two suitable contractors. Following discussion, it was agreed that due to the specialist nature of the work required that the two received should be considered rather than try to obtain a third quote. RESOLVED to appoint Howe Tree Consultations at a cost of £650 + vat. Cllr Rich will make arrangements for the survey to be undertaken.
- c) Resource centre door: It is understood the quotation has been drawn up but not yet received. Cllr Earl will chase the contractor to send the quote to the clerk. In order to progress, the council RESOLVED to approve up to £500 for the replacement door.
- d) Remedials to lower recreation ground wall and war memorial: Cllr Beer has drafted a specification and video of the required works. He will progress with obtaining quotes. South West Heritage have reviewed the works carried to the War Memorial and have indicated their dissatisfaction with the quality and will be invited out to comment with a view to seeking compensation from the original contractor.

0661 Clerk Recruitment

Following interviews, the position was verbally offered and accepted by one of the candidates. References are to be taken up and the current clerk will liaise with the candidate to arrange a handover and confirm a start date.

The Chair closed the meeting.

Minutes approved by Winsham Parish Council on: 19th November 2025 – Minute No.

Signed: