



# Winsham Parish Council



Minutes of the Ordinary Meeting of the Parish Council held at The Jubilee Hall on Wednesday 5<sup>th</sup> September 2018 at 7:30pm

Present: Cllrs A Simkins, S Davie, N Eastick, J Bell, D Clark and D Wallbridge

In attendance: Mrs Teresa Pinder, Clerk to The Council; County Councillor Linda Vijeh, and 7 residents.

## **3634 TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE REASONS GIVEN** (LGA 1972 s85 (1))

Cllr B Lewsey has resigned from the Parish Council so was not present.

Cllr P Williams will also be resigning from the Parish Council and was not present.

## **3635 DECLARATIONS OF INTEREST**

None received.

## **3636 TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THE 1<sup>ST</sup> AUGUST 2018** (LGA 1972 sch 12, para 41(1))

**Resolved:** The minutes of the Ordinary Council Meeting held on the 1<sup>st</sup> August 2018 were approved as a correct and accurate record and were signed by the Chairman.

Proposed: Cllr S Davie    Seconded: Cllr J Bell    6-0-0

## **3637 PLANNING MATTERS**

### a) Applications:

#### **Application No: 18/02078/OUT**

Applicant: Mrs B Jeffery

Proposal: Outline application for the erection of 1 No. Dwelling and associated parking with all matters reserved except access.

Location: Land Rear of Garden House, Back Street, Winsham, Chard, Somerset

**Resolved:** Recommend Refusal with the following concerns:

The size of the building in relation to the plot.

The lack of a 5 metre wide access.

Clarity about the parking provision is required.

Proposed: Cllr S Davie    Seconded: Cllr N Eastick    5-1-0

### b) Planning determinations received from SSDC

Planning determinations received from SSDC were available to view at the meeting.

### c) Plans and determinations received after the posting of the agenda

#### **Application No: 18/02395/FUL**

Applicant: Mr Daniel Burlington

Location: May Cottage, 3 Fore Street, Winsham, Chard, TA20 4DY

Proposal: The erection of single storey rear extension

**Resolved:** Recommend Approval

Proposed: Cllr S Davie    Seconded: Cllr J Bell    6-0-0

#### **Application No: 18/02396/LBC**

Applicant: Mr Daniel Burlington

Location: May Cottage, 3 Fore Street, Winsham, Chard, TA20 4DY

Proposal: The erection of single storey rear extension

**Resolved:** Recommend Approval

Proposed: Cllr S Davie    Seconded: Cllr J Bell    6-0-0

### **3638 FINANCE**

Proposal:

- (a) To note the schedule of cheques.
- (b) To approve the bank reconciliations as at 2<sup>nd</sup> August 2018.

**Resolved:** The Members:

- a) Noted the schedule of cheques numbered 322418 to 322423 and direct debit totalling £799.31. The cheques were signed by Cllrs S Davie & N Eastick.
- b) Approved the bank reconciliations as at 2<sup>nd</sup> August 2018.

Proposed: Cllr J Bell    Seconded: Cllr A Simkins    6-0-0

### **3639 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR)**

Proposal: Following receipt of the External Auditor Report and Certificate 2017/18, members to consider what, if any, action is required.

**Resolved:** The Members agreed that no action needs to be taken. The Chairman thanked the Clerk for her diligence and attention to detail in this regard.

### **3640 WINSHAM PLAYING FIELDS TRUST**

Proposal: To approve:

- a) The Members of the Parish Council and Trustees of Winsham Playing Fields Trust will review the future of the lease for the benefit of all parties.
- b) The Trustees are minded to enter into discussions with the Parish Council with a view to passing back the lease, provided the future of the Sports and Social Club and the Football Club is assured.
- c) Four Councillors to be appointed to a new Working Group called Winsham Playing Fields Working Group. The aim of the Working Group is to consult with South Somerset District Council (SSDC), the Parish Council's appointed Solicitor and any other bodies it thinks relevant, to ascertain the best way forward. In accordance with Winsham Parish Council's Terms of Reference for Working Groups, parishioners may be considered to be included in the Working Group. Their observations and recommendations to be brought to future meetings for approval by full council.
- d) The appointment of a solicitor for advice.
- e) Members of Winsham Parish Council and Trustees of Winsham Playing Fields Trust to attend a Training Event (Parish Councils, Village Halls, and Recreation Grounds – understanding the differences and how they can support each other), being held on 26<sup>th</sup> September at Long Sutton Village Hall by the Community Council for Somerset and to approve payment.

**Resolved:** The Members:

- a) Agreed that the Members of the Parish Council and Trustees of Winsham Playing Fields Trust will review the future of the lease for the benefit of all parties.

Proposed: Cllr J Bell    Seconded: Cllr D Clark    6-0-0

- b) Agreed to request confirmation from the Winsham Playing Field Trust, the names of the current Trustees by the 12<sup>th</sup> September 2018.

Proposed: Cllr D Clark    Seconded: Cllr J Bell    6-0-0

- c) Cllrs D Clark, J Bell, A Simkins, S Davie and N Eastick were appointed to a new Working Group called Winsham Playing Fields Working Group. The aim of the Working Group is to consult with South Somerset District Council (SSDC), the Parish Council's appointed Solicitor and any other bodies it thinks relevant, to ascertain the best way forward. In accordance with Winsham Parish Council's Terms of Reference for Working Groups, parishioners may be considered to be included in the Working Group. The Working Group's observations and recommendations to be brought to future meetings for approval by full council.

Proposed: Cllr D Clark    Seconded: Cllr J Bell    6-0-0

- d) Agreed to appoint a solicitor for advice.

Proposed: Cllr D Clark    Seconded: Cllr N Eastick    6-0-0

- e) Agreed that Cllrs A Simkins, S Davie, N Eastick J Bell, and D Clark together with the Clerk would attend the Training Event (Parish Councils, Village Halls, and Recreation Grounds – Understanding the differences and how they can support each other) being held on 26<sup>th</sup> September at Long Sutton Village Hall by the

Community Council for Somerset. The Members agreed that the cost of this training, being £15 per person would be paid by the Parish Council.

Proposed: Cllr J Bell    Seconded: Cllr S Davie    6-0-0

### **3641 100<sup>TH</sup> ANNIVERSARY OF THE END OF THE FIRST WORLD WAR COMMEMORATIONS**

Proposal: Members to

- a) Consider where most appropriate to display the silhouettes.
- b) Liaise with the Women's Section of the Royal British Legion regarding attendees of the event.

**Resolved:** The Members:

- a) Agreed to place the silhouettes at the following locations: Within the Church Yard, subject to approval by the PCC, and by the War Memorial.

Proposed: Cllr S Davie    Seconded: Cllr A Simkins    6-0-0

- b) Agreed that Cllr A Simkins will liaise with the Women's Section of the Royal British Legion to obtain the numbers of residents wishing to attend the event, in order to arrange the catering. The Members also agreed that Cllr S Davie would be leading on this item forthwith.

Proposed: Cllr J Bell    Seconded: Cllr A Simkins    6-0-0

### **3642 COUNCILLOR SURGERIES**

Proposal: Members to consider whether to continue Councillor Surgeries in the future.

**Resolved:** The Members decided to suspend the Councillor Surgeries until further notice.

Proposed: Cllr D Clark    Seconded: Cllr A Simkins    6-0-0

### **3643 POLICY DOCUMENT REVIEW**

Proposal: Members to review and adopt the following policies

- a) Bullying and Harassment Policy (no change)
- b) Community Engagement Policy (changes in red)
- c) Equality Policy (no change)
- d) Complaints Procedure (no change)

**Resolved:** The Members reviewed and adopted the following policies

- a) Bullying and Harassment Policy (no change)

Proposed: Cllr J Bell    Seconded: Cllr S Davie    6-0-0

- b) Community Engagement Policy (a couple of changes)

Proposed: Cllr A Simkins    Seconded: Cllr J Bell    6-0-0

- c) Equality Policy (no change)

Proposed: Cllr A Simkins    Seconded: Cllr J Bell    6-0-0

- d) Complaints Procedure (no change)

Proposed: Cllr S Davie    Seconded: Cllr J Bell    6-0-0

### **3644 ASSETS OF COMMUNITY VALUE**

Proposal: Members to agree to contact the School regarding registering the School as an Asset of Community Value.

**Resolved:** The Members agreed to again contact the School regarding registering the School as an Asset of Community Value. The Clerk will forward the relevant link/paperwork to Cllr J Bell who will then contact the School in this matter.

Proposed: Cllr S Davie    Seconded: Cllr D Clark    6-0-0

### **3645 CIVIC VOICE – CONSERVATION AREA**

Proposal: To consider applying to Civic Voice in their "Favourite Conservation Area".

**Resolved:** The Members agreed that Cllr A Simkins will apply to Civic Voice in their "Favourite Conservation Area" by nominating Winsham.

Proposed: Cllr A Simkins    Seconded: Cllr J Bell    6-0-0

### **3646 COUNCILLOR RESPONSIBILITIES**

Proposal: To review the councillor responsibilities.

**Resolved:** The following amendments were made to Councillor Responsibilities:

Parish Environmental Warden – now to be Cllr D Clark

Finance & Precept Group – Cllrs J Bell and D Wallbridge added to the group

Proposed: Cllr A Simkins    Seconded: Cllr N Eastick    6-0-0

### **3647 CONSULTATION – FUTURE OF ADULT SOCIAL CARE**

Proposal: Members to consider responding to the Future of Adult Social Care Consultation, with responses to be sent to the National Association of Local Councils for a joint response.

**Resolved:** The Members nominated Cllr A Simkins to respond to the Future of Adult Social Care Consultation on behalf of the Parish Council.

Proposed: Cllr N Eastick    Seconded: Cllr A Simkins    6-0-0

### **3648 PARISH PLAN REVIEW**

Proposal: To consider a suitable time frame and Working Group to review the Parish Plan and appoint councillors appropriately.

**Resolved:** The Members agreed to discuss the Parish Plan at the next meeting but decided not to form a new working group at the present time.

Proposed: Cllr J Bell    Seconded: Cllr A Simkins    6-0-0

### **3649 PARISH COUNCIL INSURANCE**

Proposal: Members to consider whether to obtain a quotation to repair/rebuild the walls around the Churchyard and the Lower Rec in order that our insurance company can quote a revised premium. It must be borne in mind that theft, vandalism or vehicle impact would be insured but there is no cover for wear and tear or due to gradual deterioration of the wall.

**Resolved:** The Members agreed that Cllr N Eastick will ask a contractor for a quotation to repair/rebuild the walls around the Lower Rec and the Churchyard for insurance purposes. Once the quote is received, the Clerk will then contact the Insurance Company for a revised premium, which will then be brought back to a future meeting for consideration.

Proposed: Cllr J Bell    Seconded: Cllr A Simkins    6-0-0

### **3650 OUTSTANDING ITEMS UPDATE**

Proposal: To receive updates, as required, on the following outstanding items:

- a) Action Plan Review
- b) Land Registry of Parish Council's Land Assets
- c) Letter to SCC CEO regarding obstructed footpath CH30/7
- d) Assets of Community Value – School
- e) Networking Event - Chard Business Voice
- f) Cemetery Tidy Up

Updates were given on the above.

### **3651 ITEMS FOR REPORT**

- a) Parish Assets:  
Cemetery, Upper Rec/Lower Rec, Resource Centre, Bus Shelter, War Memorial, Seating, Signage and Bins  
Nothing to report
- b) Web Sites, Welcome Pack  
The current documents contained in the Welcome Pack will be sent to Cllr A Simkins for review.
- c) Public Rights of Way  
Nothing to report
- d) Grass Cutting Report  
Due to the dry summer this year, there were less grass cuts than usual.
- e) Highways and Bus Services  
Nothing to report
- f) Reports from member representatives on outside bodies:  
Jubilee Hall  
Winsham Playing Fields/Sports and Social Club  
Winsham Community Resource Centre
- g) Clerk's report and correspondence – see Agenda Notes.

- h) Parish Council Newsletter
- i) Councillor Surgeries  
Already discussed
- j) Training  
Already discussed

**3652 QUESTIONS TO THE CHAIRMAN**

Following discussion, it was agreed (subsequently confirmed) that the date of the first Winsham Playing Fields Working Group Meeting will be Friday 14<sup>th</sup> September at 7.00 pm at the Bell Inn, Winsham.

**3654 DATE OF THE NEXT MEETING – WEDNESDAY 3<sup>RD</sup> OCTOBER 2018**

The Meeting closed at 9.50 pm

Signed: ..... Chairman    Date: 3<sup>rd</sup> October 2018