



Winsham Parish Council

Minutes of the Ordinary Meeting of the Parish Council held at the Jubilee Hall on Wednesday 2nd October 2019 at 7.30pm

Present: Cllrs S. Davie, D. Checkley, S. Love, K. Fowler, K. Beentje and J. Everard

In attendance: Mrs Rose Richards Clerk to the Council; 6 residents and District Councillor Sue Osborne. PCSO John Martin and Constable Lisa Hallett joined the meeting briefly.

(3933) TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN (LGA 1972 s85 (1))

Council to receive any apologies for absence and Members to approve reasons given. Apologies were received from Cllrs S. Weller and J. Hill. The reasons given were approved.

(3934) DECLARATIONS OF INTEREST - Council to receive any declarations of interest.

There were no declarations of interest.

(3935) TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 4th Sept 2019 (LGA 1972 sch 12, para 41(1))

Resolved: The minutes of the Ordinary Council Meeting held on the 4th September 2019 were approved as a correct and accurate record and were signed by the Chairman.

Proposed: Cllr D. Checkley **Seconded:** Cllr K. Fowler **Vote:** 5-0-1

(3936) COUNCIL VACANCY

All applications received in respect of the vacancy for a councillor to be considered.

Resolved: Members unanimously voted to accept the application submitted by Jenny Clampett. Jenny was welcomed to the council and joined the meeting.

(3937) PLANNING MATTERS

Proposals: Members to resolve:

- a) Application Reference: 19/02400/LBC
Proposal: Listed Building Consent to re-clad existing lean-to with vertical Siberian Larch boarding to the walls and re-claimed slate to the roof. Rainwater goods to be traditional cast iron.
Location: Winsham Primary School, Church Street Winsham Chard TA20 4HU
Applicant: Mr Dominic Heath-Coleman
Observations required by 2nd October
- b) Planning determinations received from SSSDC Plans and determinations received after the posting of the agenda - None

Resolved: Recommend approval for Application Reference 19/02400/LBC

Proposed: Cllr S. Davie **Seconded:** Cllr H. Beentje **Vote:** 7-0-0

(3938) WESTERN WAY DEVELOPMENT (Balsom Close)

DGW Planning have confirmed that a finalised paper copy of the agreement signed by the applicant is being sent to Winsham Parish Council for the Chairman and Clerk to sign. Document duly signed and witnessed by District Councillor Sue Osborne.

(3939) FINANCE

Proposal:

- a) To note the schedule of cheques
- b) To approve the latest bank reconciliations

Resolved:

- a) The Members noted the schedule of cheques, numbered 322492 and 322493, totalling £442.50. This month the signatories were Cllrs S. Davie & J. Everard.
- b) The Members approved the bank reconciliations as at 2nd September 2019

Proposed: Cllr J. Everard **Seconded:** Cllr S. Love **Vote:** 7-0-0

(3940) WINSHAM PLAYING FIELDS TRUST

To receive updates from the Playing Fields Working Party.

It was agreed that the clerk should email our solicitors explaining that we are still waiting for answers to questions asked in July 2019.

(3941) DOCUMENT REVIEW

Proposal: Members to review and adopt the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No Change
- b) Press & Media Policy – No Change
- c) Risk Assessment General – No Change
- d) Scheme of Delegation – No Change

Resolved: The Members reviewed and adopted the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No Change
- b) Press & Media Policy – No Change
- c) Risk Assessment General – No Change
- d) Scheme of Delegation – No Change

Agreed en bloc.

Proposed: Cllr H. Beentje **Seconded:** Cllr K Fowler **Vote:** 7-0-0

(3942) LOWER REC ANNUAL INSPECTION

Replacement swing seat has been fitted. Updates required on quotes for the swing gate, cargo netting and ladder.

The matter of the swing gate, the cargo netting and ladder were deferred until the November meeting to enable further quotes to be obtained.

(3943) PARISH SURVEY

Draft copy of questionnaire provided by Cllr S Love to be considered.

The formatting, printing costs and possibility of a grant to be investigated prior to the November meeting.

(3944) ITEMS FOR REPORT

- a) Parish Assets:
Cemetery, Upper Rec/Lower Rec, Resource Centre, Bus Shelter, War Memorial, Seating, Signage and Bins.
The increased cost making a planning application for the planters was discussed.
- b) Web Sites, Welcome Pack
- c) Public Rights of Way
- d) Grass Cutting Report
- e) Highways and Bus Services
- f) Reports from member representatives on outside bodies:
Jubilee Hall, Winsham Playing Fields/Sports and Social Club, Winsham Community Resource Centre
Cllr D. Checkley was confirmed as the Parish Council's Representative Member on the Jubilee Hall Management Committee.
- g) Clerk's report and correspondence – see Agenda Notes.
- h) Training – No one was able to attend the Allotments Management training being held Wednesday 13th November.

Resolved: It was resolved that the Clerk and Cllr S. Love should attend the Budget Setting for Beginners being held on Monday 4th November 2019.

Proposed: Cllr J Everard **Seconded:** Cllr K. Fowler **Vote:** 7-0-0

(3945) CEMETERY AND GRAVEYARD

Councillors H. Beentje and S. Davie to report on further work required.

There are three trees growing out of graves that need attention. The family will need to be contacted in regards to one of the trees. Quotes to be obtained for replacing the cemetery fence.

(3946) OVERGROWN FOOTPATHS AND HEDGES

Cllrs S. Weller and D. Checkley to report on their findings in respect of hedges that are encroaching on to highways and footpaths. The item was deferred to the November meeting.

(3947) DONATION TOWARDS CHRISTMAS TREE LIGHTING

Proposals: Members to consider Winsham Street Fair Committee’s application for a donation of £100 towards the costs of holding the Christmas Tree Lighting event this year. Relevant documents in support of the application have been received by the Clerk.

Resolved: It was resolved to approve the donation of £100 towards the cost of the Christmas Tree Lighting event.

Proposed: Cllr S. Davie **Seconded:** Cllr S. Love **Vote:** 7-0-0

(3948) COUNCILLORS SURGERIES

Following on from the September meeting further discussion is required.

It was agreed to hold Councillors Surgeries on the 3rd Saturday of every month starting in November. These will be held in the Davies Close Community Room between 10.00 am and 11.00 am. Attendance will be reviewed after three months.

Notices to be placed in the Parish Magazine and the E-Letter.

(3949) ALLOTMENTS

The tenant of Plot 1 has decided to not renew the lease next year. Members will need to resolve whether the shed on the plot should be removed or left for the next tenant.

Resolved: It was resolved that the shed should be removed.

Proposed: Cllr S. Davie **Seconded:** H. Beentje **Vote:** 7-0-0

(3950) CONFIDENTIAL ITEMS

Proposal: Under Standing Orders 3d and 10xi the Parish Council resolves that in view of the confidential nature of the business about to be transacted (legal, personal or commercial), the press and public be excluded and they are instructed to withdraw.

(3951) END OF CLERKS PROBATIONARY PERIOD

Under the terms of the Contract of Employment the Clerks appointment is subject to satisfactory completion of a probationary period of not less than 26 weeks. This period ends on Wednesday 23rd October after which the Clerk is due an appraisal.

Resolved: The Clerks job description and appraisal form would be sent to Cllr S. Love and a date for the appraisal would be agreed at the November meeting.

Proposed: Cllr S. Davie **Seconded:** H. Beentje **Vote:** 7-0-0

(3952) LEGAL PROCEEDINGS

Members to review the progress of legal proceedings and associated matters.

(3953) DATE OF THE NEXT MEETING – 6th November 2019

The Meeting Closed at 10.05 pm

Signed: Chairman

Dated: 6th November 2019