



## Winsham Parish Council

Minutes of the Ordinary Meeting of the Parish Council held at The Jubilee Hall on Wednesday 12<sup>th</sup> June 2019 at 7:30pm

### **3852 TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN** (LGA 1972 s85 (1))

Apologies received from Chairman S Davie due to family matters, this apology was accepted.

A letter of resignation received from Cllr D Wallbridge. It was agreed that a letter of thanks be sent to Cllr D Wallbridge.

Present: Vice Chairman J Everard, Cllrs J Hill, S Love, K Fowler, H Beentje, S. Weller and D Checkley

In attendance: Mrs Rose Richards Clerk to the Council, County Councillor Linda Vijeh, PCSO J Martin, PCSO T Hatchard and 5 residents.

### **3853 DECLARATIONS OF INTEREST**

None

### **3854 TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THE 8<sup>TH</sup> MAY 2019** (LGA 1972 sch 12, para 41(1))

**Resolved:** The minutes of the Ordinary Council Meeting held on the 8<sup>th</sup> May 2019 were approved as a correct and accurate record and were signed by the Vice Chairman. Proposed: Cllr D Checkley Seconded: Cllr S Love 7-0-0

### **3855 PLANNING MATTERS**

Proposals: Members to resolve:

- a) Applications: It was agreed to support the appeal for the village shop and to draft a reply ready for the July meeting in order to meet the deadline
- a) Planning determinations received from SSDC – None
- b) Plans and determinations received after the posting of the agenda - None

### **3856 WESTERN WAY DEVELOPMENT**

To receive an update on the CIL monies from this development.

### **3857 FINANCE**

Proposal:

- a) To note the schedule of cheques
- b) To approve the bank reconciliations as at 2<sup>nd</sup> May 2019
- c) To consider transferring money from the Current Account to the Reserve Account
- d) To consider terminating the agreement with Tailored Auto Enrolment

**Resolved:**

- a) The Members noted the schedule of cheques and direct debits, numbered 322472 to 322476, totalling £1,474.45. This month's cheques were signed by Cllr S Davie and a further signatory would be sought following the meeting. Proposed: Cllr S Love Seconded: Cllr J Hill Vote: 7-0-0
- a) The Members approved the bank reconciliations as at 2<sup>nd</sup> May 2019  
Proposed: Cllr D Checkley Seconded: Cllr S Weller Vote: 7-0-0
- b) The Members resolved to transfer £25,000 from the current account to the Reserve Account  
Proposed: Cllr S Love Seconded: Cllr J Hill Vote: 7-0-0
- c) The Members resolved to terminate the contract with Tailored Auto Enrolment  
Proposed: Cllr D Checkley Seconded: Cllr K Fowler Vote: 7-0-0

### **3858 WINSHAM PLAYING FIELDS TRUST**

To receive updates from the Chairman.

Proposal:

- a) Members to discuss and approve/confirm the Working Group to include Cllr S Weller
- b) To approve the Application form for the Charity Commission – To be postponed until the July meeting

**Resolved:**

- a) The members resolved that Cllr S Weller would join the Winsham Playing Field Working Group

Proposed: Cllr K Fowler Seconded: Cllr J Hill Vote: 7-0-0

### **3859 CHANGE OF DATE OF JULY MEETING**

Proposal: Members to agree to change the date of the July Meeting to Wednesday 10<sup>th</sup> July 2019

**Resolved:** The members agreed that the next meeting would be held on Wednesday 10th July 2019

Proposed: H Beentje Seconded: D Checkley Vote: 7-0-0

### **3860 CEMETERY**

Proposal: To consider moving the top soil bag for grave infilling to another area of the cemetery or to construct a purpose built container

**Resolved:** It was agreed that Cllr H Beentje would speak to A Partridge and report back to the July meeting

Proposed: Cllr K Fowler Seconded: S Weller Vote: 7-0-0

### **3861 DOCUMENT REVIEW**

Proposal: Members to review and adopt the following policies:

- a) Donations Policy – Postponed until the July meeting
- b) Terms of Reference Groups, Working Parities and Task and Finish Groups.
- c) Disciplinary Procedure
- d) Grievance Procedure

**Resolved:** The following policies were reviewed and adopted:

Terms of Reference Groups, Working Parities and Task and Finish Groups.

Disciplinary Procedure

Grievance Procedure

Proposed: J Hill Seconded: S Love Vote: 7-0-0

### **3862 ALLOCATED RESPONSIBILITIES**

Proposal: To discuss and confirm the schedule of responsibilities which were provisionally agreed in the May meeting and to check all councillors are happy with their responsibilities

**Resolved:** It was resolved that Cllr S Weller would be a representative on the Jubilee Hall Committee and that all members present would be in the Parish Plan Review Group

Proposed: Cllr K Fowler Seconded: J Hill Vote: 7-0-0

### **3863 ALLOTMENTS**

Proposal: To discuss the overgrown allotment and consider the best way forward.

**Resolved:** It was resolved that Plot 7 was in breach of the conditions and would therefore be given one months notice in writing

Proposed: Cllr J Hill Seconded: H Beentje Vote: 7-0-0

### **3864 LOWER REC SWINGS**

To discuss the repairs required to the swings which have corrosion on the framework and eyelets on the chains are worn.

**Action:** Cllr S Love to contact District Councillor Rob Parr to check the next Annual Inspection Date and for advice on recreational facilities

### **3865 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) Assets of Community Value – School

**Resolved:** It was resolved that as the School belongs to the diocese this could not be registered as an Asset of Community Value

Proposed: Cllr S Weller    Seconded: K Fowler    Vote: 7-0-0

### **3866 ITEMS FOR REPORT**

- a) Parish Assets:  
Cemetery, Upper Rec/Lower Rec, Resource Centre, Bus Shelter, War Memorial, Seating, Signage and Bins.
- 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
- g) Clerk's report and correspondence – see Agenda Notes.
- h) Training

#### **Action:**

- 1) It was agreed that the Councillors would find out more about the Resource Centre (Band Hut) including the relevant insurance is in place.
- 2) It was suggested that a new questionnaire be compiled for the residents
- 3) It was agreed that Cllrs H Beentje, J Hill and S Weller would investigate the possibility of speed indicators for the village and that Cllr S Love would research Grant Applications and Highways Permission

### **3867 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. All Members of the Public had left the meeting prior to confidential items.

### **3868 BUS SHELTER REPAIRS**

Proposal: To consider whether a third quote should be obtained or if we should accept one of the two quotes already received. It was agreed that a third quote would be sought.

### **3869 LEGAL PROCEEDINGS**

Proposal: Members to review progress of proceedings and associated matters.

### **3870 CEMETERY TIDY UP**

Proposal: To review any quotations that have been received in relation to a large monkey puzzle tree that needs topping, another tree that needs removing from a grave/headstone and other trees that need tidying up.

Postponed until the July meeting as we are still waiting for quotes

### **3871 CLERKS HOURS**

**Proposal:** To approve the new Clerk's pay can be increased by 4 hours per month in busy periods which replicates the agreement in place with the previous Clerk

**Resolved:** It was resolved that the Clerk could be paid an additional 4 hours per month during busy periods

Proposed: Cllr S Love    Seconded: K Fowler    Vote: 7-0-0

### **3872 DATE OF THE NEXT MEETING – 10<sup>TH</sup> JULY 2019**

Meeting closed at 10.00 pm