



Winsham Parish Council

Minutes of the Ordinary Meeting of the Parish Council held at The Jubilee Hall on Wed 4th March 2020 at 7:30pm

Present: Cllrs J. Everard, S. Love, J. Clampett, K. Fowler, J. Hill, S. Weller and H. Beentje

In attendance: Mrs Rose Richards, Clerk to the Council; County Councillor Linda Vijeh, District Councillor Sue Osborne, and 7 residents.

4049 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 Cllr S. Davie and the reason given approved.

4050 Declarations of Interest - Cllr Hill declared an interest in the Allotment Fees as she has an allotment. She is also a member of the Street Fair committee. It was agreed that she would abstain from the voting on these matters.

4051 To Approve the Minutes of the Ordinary Council Meeting Held on 5th Feb 2020 (LGA 1972 sch 12, para 41(1))

Resolved: The minutes of the Ordinary Council Meeting held on the 5th February 2020 were approved as a correct and accurate record and were signed by the Vice Chairman. Proposed: Cllr Beentje Seconded: Cllr Clampett Vote: 6-0-1

4052 Council Vacancy

To discuss any applications received and elect a new councillor if appropriate.

Resolved: This was postponed until the end of the meeting when Mrs Miller was unanimously elected to fill the vacancy.

4053 Finance

Proposals:

- a) To note the schedule of cheques totalling £824.03. This month's cheques were signed by Cllrs Love and Hill
- b) To approve the latest bank reconciliations
- c) To approve the 2020/21 Budgets and EMR Adjustments

Resolved:

- b) Bank reconciliations for 2nd February were approved. Proposed: Cllr Love Seconded: Cllr Weller Vote: 7-0-0
- c) The 2020/21 Budgets and EMR were approved. Proposed: Cllr Clampett Seconded: Cllr Weller Vote: 7-0-0

4054 Planning Matters

Proposals: Members to resolve:

- a) Applications received – 20/00379/REM
Applicant: Mrs Betty Jeffery
Proposal: Application for reserved matters following outline approval of 18/02078/OUT (Inspectorate Ref: APP/R3325/W/19/3226245) seeking approval of appearance, landscaping, layout & scale
Location: Land Adjacent to Garden House Back Street Winsham Chard Somerset TA20 4EB

Resolved: Members resolved to recommend approval. Proposed: Cllr Everard Seconded: Cllr Fowler Vote: 6-0-1

- b) Amended Plans received – 19/02945/LBC
Applicant: Winsham Primary School
Revised Plans: Historic Type 2 windows retained with secondary glazing installed. The other existing windows will match the previous plans and so will be replaced with aluminium framing and have double glazing installed.

Resolved: Members resolved to recommend approval. Proposed: Cllr Love Seconded: Cllr Clampett Vote: 7-0-0

- c) Applications received – 20/00458/FUL
Applicant: Mr & Mrs M Pike
Proposal: Amended design for Plots 3 & 4 to Approved scheme (17/00033/FUL) and extension of residential cartilage.
Location: Plots 3 and 4 former Victory Garage Church Street Winsham

Resolved: Members resolved to recommend approval. Proposed: Cllr Weller Seconded: Cllr Love Vote: 7-0-0

- d) Planning determinations received from SSDC - None
- e) Plans and determinations received after the posting of the agenda – See b and c above

4055 Document Review

Proposal: Members to review and adopt the following policies:

- a) Safeguarding Statement – No change
- b) Training Policy – No change

Resolved: Members resolved to adopt the policies en bloc. Proposed: Cllr Love Seconded: Cllr Beentje Vote: 7-0-0

4056 Defibrillators

Update on the handover of the defibrillator at the Bell Public House and providing a second defibrillator at the Davies Close community rooms deferred from January meeting. Cllr Clampett reported that all being well the balance of funds will be released to the council in March and it was agreed this would be ring fenced in the Ear Marked Reserves. Cllr Everard reported that he is still waiting to hear back from Yarlingtons.

4057 Winsham Street Fair Committee Donation Request

Proposal: Members to consider Winsham Street Fair Committee's request for a donation of £231 towards specific costs as outlined in their application.

Resolved: Members resolved to approve the donation. Proposed: Cllr Everard Seconded: Cllr Love Vote: 6-0-1
A cheque was raised by the clerk and signed by Cllrs Everard and Love.

4058 Parish Survey

Further results from the Parish Survey. The members welcomed the response that they have received but wanted it noted that instant feedback won't be possible due to the vast amount of information that they were processing.

4059 Councillors Responsibilities

Following the resignation of D. Checkley councillors to decide who should replace him for the following responsibilities: Parish Plan Review, Highway and Public Rights of Way, WPF Working Group, Personnel. This was postponed until the May meeting.

4060 Items for Report

- a) Parish Assets:

Cemetery, Upper Rec/Lower Rec, Bus Shelter, War Memorial, Seating, Signage and Bins.

Resolved: Members resolved that as no objections had been received in regards to cutting down the holly growing out of graves Cllr Beentje could go ahead with this. Proposed: Cllr Love Seconded Cllr Hill Vote: 7-0-0

In addition to this it was agreed that three quotes should be obtained for cutting back the overgrown vegetation at the SW corner of the churchyard.

- b) Web Sites, Welcome Pack
- c) Public Rights of Way – Cllr Hill asked for volunteers to walk the footpaths and report damage as necessary.
- d) Grass Cutting Report – As Andrew Partridge is retiring the clerk was asked to write and thank him for all his work in the past and to put the grass cutting out to tender for the 2020/21 Season.
- e) Highways and Bus Services – Members agreed the bus service was inadequate and further research is required.
- 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.
 - 1) Following the Clerk's report an apology was made to Mr Wilcox for not following proper procedure when he was asked to leave the January meeting.
 - 2) In addition to this members resolved that the clerk could become a signatory on the council bank accounts so that she could speak to the bank on behalf of the council. It was also agreed that a debit card would be applied for and that internet banking would be set up to monitor the accounts for safeguarding purposes.

Resolved: Members resolved to approve the clerk becoming a signatory, applying for a debit card and setting up internet banking. Proposed: Cllr Beentje Seconded: Cllr Clampett Vote: 7-0-0

- h) Training –

- 1) Members to approve Clerk attending 'Understanding Internal Audit' course
- 2) Members to approve the full cost of the clerk obtaining the CiLCA Qualification including £350 registration fee, approximately £340 for training sessions, 200 paid study hours and travel expenses.

Resolved: Members resolved to approve the clerk attending Understanding Internal Audit and the full cost of CiLCA

Proposed: Cllr Everard Seconded: Cllr Love Vote: 7-0-0

4061 Allotment Charges

Annual review Allotment charges which currently stand at £25 for a large plot and £13 for a small plot. Deferred from the February meeting. Measurements of the plots show the sizes varying from 54 sq mtrs up to 217 sq mtrs.

Resolved: Members resolved that the fees for 2020/21 would remain unchanged but further discussion would be carried out to decide on rates for April 2021 onwards. Proposed: Cllr Clampett Seconded: Cllr Everard Vote: 7-0-0

4062 Playing Field CIO Update

Cllr Everard reported that he expects a reply from our solicitors in relation to the CIO application by 19th March.

4063 County Lines

The lack of awareness regarding the meaning of county lines was deferred from the January meeting. Due to the time needed to discuss this matter it was once again deferred.

4064 War Memorial Lettering

Members to consider the estimate provided by Stones of Martock.

Resolved: Members resolved to put this on hold until they have had a chance to inspect the memorial.

Proposed: Cllr Love Seconded: Cllr Clampett Vote: 7-0-0

Other ways to celebrate VE Day need to be explored.

4065 The Great British Spring Clean

Update on the arrangements. Arrangements were discussed in full. Including the resources available and still to be obtained, the requirement for a risk assessment, health & safety issues, public liability insurance and providing refreshments after the clean up.

4066 SCC Road Closure Registration

Members to agree to sign up for the new traffic management website.

Resolved: Members resolved that Cllr Davie would sign up to the traffic management website.

Proposed: Cllr Beentje Seconded: Cllr Clampett Vote: 7-0-0

4067 Neighbourhood Watch

Responses from the request for volunteers. As no responses have been received Cllr Clampett has agreed to put this in the Joint Parish Magazine again.

4068 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.

4069 Legal Proceedings

- a) Members to review progress of proceedings and associated matters
- b) Members to obtain clarification according to the constitution in respect of conduct at meetings

4070 Date of the Next Meeting – 1st April 2020

Meeting closed at: 9.35pm

These minutes were approved by Winsham Parish Council on: 3rd June 2020 - Minute No: 4090

Signed: Chairman