



Winsham Parish Council

Minutes of the Ordinary Meeting of the Parish Council held using Zoom Video Conferencing on Wednesday 6th May 2020 at 7:30pm.

Present: Cllrs S. Davie, 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 5 residents.

It should be recorded that there were a number of interruptions to the meeting due to the Zoom technology which meant that although all councillors were present during the entire meeting not everyone else was.

(4071) 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.

(4072) Declarations of Interest - Council to receive any declarations of interest.

Cllr Hill declared an interest in the Street Fair Donation as she is a member of the Street Fair Committee.

Cllr Miller declared a personal interest in Planning Application No. 20/01052/FUL as the applicant is a neighbour.

(4073) Standing Order in relation to Remote Attendance at Meetings

Proposal: Members to adopt the Remote Attendance at Meetings Standing Orders

Resolved: Members resolved to adopt the Remote Attendance at Meetings Standing Orders.

Proposed: Cllr Davie Seconded: Cllr Clampett Vote: 8-0-0

(4074) Outstanding Items Update

- a) Biographies from Councillors – These have now all been submitted to the Clerk.
- b) Bus Shelter repairs – Cllr Davie reported that this should be completed in the next few weeks.
- c) Defibrillator funds to be transferred to the Council – Cllr Clampett reported that this will be done as soon as they can call a meeting.
- d) Quotes for cutting back the cemetery hedges – Cllr Beentje has offered to do this free of charge after the nesting season.

Resolved: Members resolved to accept Cllr Beentje's offer. Proposed: Cllr Davie Seconded: Cllr Hill Vote: 8-0-0

- e) Footpaths walked damage reported – Cllrs Hill and Miller reported that they had identified areas that need attention and these have been reported to Les Braunton the Area Warden for Rights of Way
- f) Chairman to sign up for SSDC Road Closure Registration

(4075) Grass Cutting Tender and Grounds Maintenance

Proposals:

- a) Members to decide which tender they are going to accept

Resolved: After much deliberation the members resolved to accept the tender submitted by B.E. Powell & Sons.

Proposed: Cllr Davie Seconded: Cllr Fowler Vote: 7-0-1

- b) Cutting back of holly growing out of graves and repairs required to the Lych Gate and general maintenance of the Churchyard.

Action: Lych Gate to be checked for signs of damage. A sight inspection will be carried out on the Yew Tree and whether or not it has a TPO needs to be established.

Action: Volunteers (including several councillors) will clear ivy from churchyard graves and church walls, when Covid-19 restrictions have been lifted.

Action: Cllr Beentje has offered to cut back the laurel cherry towards the SW corner of the churchyard to hedge height when he is out of isolation. Alternatively Cllr Everard has spoken to a contractor who could cut it.

Overriding thoughts were that this should not be cut to the ground as there is a yew growing through it.

Resolved: Cllr Fowler to contact the PCC to seek their guidance in regards to what they consider needs to be done.

Proposed: Cllr Davie Seconded: Cllr Hill Vote: 8-0-0

(4076) Finance

Proposals:

- a) To note the schedule of cheques totalling £3,260.66. Cheques will be duly signed by two councillors at a later date.
- b) Members to approve the latest bank reconciliations. Copies of Bank Statements and Bank reconciliation reports have been sent to councillors but these will be approved when normal meetings resume.
- c) Member to approve the clerk having internet access to view the bank accounts with Santander

Resolved: Members approved the clerk signing up to internet banking.

Proposed: Cllr Davie Seconded: Cllr Love Vote: 8-0-0

(4077) Annual Playground Inspection

Proposals: Members to accept the quote of £55 from The Play Inspection Company

Resolved: Members accepted the quote. Proposed: Cllr Love Seconded: Cllr Hill Vote: 8-0-0

(4078) Planning Matters

Proposals: Members to resolve:

- a) Applications received:

Application No. 20/00966/NMA

Applicant: Mr James Smith

Location: Land at Western Way Winsham Chard TA20 4JH

Proposal: Application for a non-material amendment to planning applicaton 19/00568/S73 for amendments to internal layouts to allow compliance with Part M of the Building Regulations to include omission of woodburners and external flues and amendments to layouts of Plots 3, 4, 7 & 8 handed to relocate front doors to allow level access thresholds

Resolved: Members resolved to recommend approval of Application No. 20/00966/NMA

Proposed: Cllr Davie Seconded: Cllr Love Vote: 8-0-0

Application No. 20/01052/FUL

Applicant: Harkin

Location: The Old Granary Ammerham Lane Winsham Chard TA20 4LB

Proposal: Change of use of land for the stationing of 2 shepherd huts to provide holiday accommodation.

Resolved: Members resolved to recommend approval of Application No. 20/01052/FUL

Proposed: Cllr Davie Seconded: Cllr Hill Vote: 7-0-1

- b) Planning determinations received from SSDC

Application Reference: 20/00526/FUL – Leigh Farm Holiday Let Unit – Approved

- c) Plans and determinations received after the posting of the agenda – None

(4079) Street Fair Cancelled

Proposal: Members to decide whether the Street Fair Committee should repay the donation made for this year's event which has had to be cancelled due to the coronavirus. The alternative would be for them to hold the money over for next year.

Resolved: Members resolved to recommend that the Street Fair Committee hold over the donation for 2021.

Proposed: Cllr Love Seconded: Cllr Beentje Vote: 7-0-1

(4080) Items for Report

- a) Parish Assets: Cemetery, Upper Rec/Lower Rec, Bus Shelter, War Memorial, Seating, Signage and Bins.
- b) Web Sites, Welcome Pack
- c) Public Rights of Way – Update
- 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 – It was agreed that Cllrs Love and Hill should book places on the Neighbourhood Planning Webinar.

(4081) War Memorial Repairs

Members to discuss the possibility of obtaining a grant to repair the war memorial.

(4082) Playing Field CIO Update

It was anticipated that a meeting to transfer the assets of the WPFT to the new CIO within the next week or so. Proposal: Members to elect Trustees’ for the Winsham Recreational Trust. It was confirmed that due to the way the CIO has been set up the only named trustee will be Winsham Parish Council which means that all serving Councillors will be trustee’s.

(4083) Data Storage/Backups

Proposal: Members to approve Data Storage/Backups can be held on OneDrive with a review to be made when free storage space is likely to be exceeded.

Resolved: Members resolved that OneDrive could be used providing back ups are taken on an external hard drive at least once a month. Proposed: Cllr Davie Seconded: Cllr Everard Vote: 8-0-0

(4084) Items Deferred until Normal Meetings Resume

- a) Allotment Charges for 2021/22
- b) Monthly Document Reviews
- c) Neighbourhood Watch volunteers
- d) Clerks Annual Pay Increase – It was agreed that this item should be added to the agenda for June.
- e) Annual Council Meeting which includes election of Chairman, Vice Chairman and a review of allocated responsibilities
- f) Review of Asset Register
- g) Approval of Annual Governance and Accountability Return (AGAR)
- h) Review of Charity Trustees

(4085) 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

(4086) Legal Proceedings

- a) Members to review progress of proceedings and associated matters
- b) Solicitors Fees including the cost of the transfer deed were discussed.

(4087) Date of the Next Meeting – 3rd June 2020

Meeting Closed at 10.03pm

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

Signed: Chairman