



Winsham Parish Council

Minutes of the Ordinary Meeting of the Parish Council held using Zoom on Wed 7th October 2020 at 7:30pm

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

In attendance: Mrs Rose Richards, Clerk to the Council, County Councillor Linda Piggott-Vijeh and two residents

4157 To Receive Apologies for Absence and to Approve the Reasons given ([LGA 1972 s85 \(1\)](#))

Apologies were received from Cllr J. Clampett and the reasons given approved.

4158 Declarations of Interest

Members to receive any declarations of interest. None received

4159 Approve the Minutes of the Ordinary Council Meetings Held on 2nd and 9th Sept 2020 ([LGA 1972 sch 12, para 41\(1\)](#))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on 2nd and 9th September 2020.

Resolved: Members resolved to approve the Minutes of the Ordinary Council Meeting held on 2nd September and the Extraordinary Council Meeting held on 9th September 2020

Prop: Cllr Davie **Sec:** Cllr Everard **Vote:** 6-0-2

4160 Outstanding Items Update

- a) War Memorial Grant – Nothing to update at present.
- b) Website Accessibility Statement – In order to meet the 23rd September deadline the Clerk and the Chairman jointly approved instructing Vision ICT to prepare the Statement at a cost of £85 plus VAT. The statement is now on our website.
- c) Defibrillator funds to be transferred to the council. The transfer of funds is still being sorted. An update was reported on the possibility of a 2nd defibrillator in the village.
- d) Neighbourhood Watch Volunteers – How to encourage residents to get involved in this was discussed along with different ways to bring it to their attention. Cllr Hill agreed to be the Parish Council representative and Brian Turner would be included in any discussions

4161 Finance

Proposals:

- a) To note the schedule of cheques
- b) To approve the latest bank reconciliations
- c) To approve the Quarterly Spend against Budget as at 30th September 2020

Resolved: Members noted the schedule of cheques totalling £3,363.49, approved the latest bank reconciliations and agreed that £20,000 should be transferred from the current account to the reserve account.

Prop: Cllr Davie **Sec:** Cllr Beentje **Vote:** 8-0-0

4162 Planning Matters

- a) Members to resolve Applications received:

- Application Reference: 20/02658/COL

Applicant: Mr M Scott

Location: Oakleigh, Forton, TA20 4HW

Proposal: Application for Lawful Development Certificate for existing use of dwelling without compliance of condition 3 on planning permission 781840 dated 14th May 1979 (agricultural occupancy condition).

Observations Required by: 9th October

Resolved: Members resolved to recommend approval of planning application 20/02658/COL

Prop: Cllr Davie **Sec:** Cllr Everard **Vote:** 8-0-0

- b) Planning determinations received from SSDC - None
- c) Plans and determinations received after the posting of the agenda
- Application Reference: 20/02227/AGN - Applicant: Chard Equestrian Ltd – Status: Approved

4163 Document Review

Members to review and adopt the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No Change
- b) Press and Media Policy – Updated and now based on SLCC model document
- c) Scheme of Delegation – No Change

Resolved: Members resolved to adopt the Health & Safety at Work including Lone Working Procedures Policy

Prop: Cllr Davie **Sec:** Cllr Love **Vote:** 8-0-0

Resolved: Members resolved to adopt the Press & Media Policy **Prop:** Cllr Beentje **Sec:** Cllr Fowler **Vote:** 8-0-0

Resolved: Members resolved to adopt the Scheme of Delegation Policy **Prop:** Cllr Davie **Sec:** Cllr Beentje **Vote:** 8-0-0

4164 Items for Report

- a) Parish Assets:
 - ◆ Cemetery and Churchyard – Members to decide what should be done with the large amount of grass cutting in the cemetery and storage for the top soil for topping graves.
 - Update on maintenance required in the cemetery including; staining of all woodwork, replacing missing latch on one of the gates, tidying up the trees, re-painting the iron railing fence and cutting back of the holly growing out of graves in the cemetery.

Action: Cllrs Everard, Hill, Miller, Beentje and Weller to form a Working Group to see what can be done now.

- ◆ Lower Recreation Ground

Action: Cllrs Davie to fit the bench made by Paul Anderson and to remove the metal sided bench that sits against the wall as Mr Anderson has kindly offered to refurbish it. Cllrs Love, Fowler, Hill, Miller and Beentje to form a Working Group to look at what needs replacing over the next few years including the boundary fence, the external railings and play equipment.

- ◆ Bus Shelter
- ◆ War Memorial
- ◆ Seating, Signage and Bins

- b) Web Sites, Welcome Pack – Cllr Fowler to provide Welcome Packs as discussed.
- c) Public Rights of Way
- d) Grass Cutting Report – It was reported that the Powells have one more grass cut left to do.
- e) Highways and Bus Services
- f) Reports from member representatives on outside bodies:
 - ◆ Jubilee Hall – Nothing to report.
 - ◆ Winsham Recreational Trust –

WRT Chairman's Report - The building is in a reasonable condition and facilities have now been checked by an electrician and a plumber. Painting was being done by Cllr Weller at a cost of materials only. The new Minimum Energy Efficiency Standards will need to be addressed and quotes were being obtained for electric heating.

- ◆ Winsham Community Resource Centre – The padlock has been changed and details of who to contact for access are on our website.

- g) Clerk's report and correspondence – see Agenda Notes
- h) Training – Cllr Beentje to attend the Climate Emergency Online Event

4165 Balsom Close

Update from the sub-committee. – It was reported that we are waiting for the contractor with regards to the layout of the car park and a decision on how much will be made into parking spaces and how much would be a play area.

4166 Remembrance Day Wreath

With current Covid-19 restrictions it is unlikely that a parade will be held in Winsham but thought still needs to be given to whether we purchase a wreath and who will lay this and when.

Action: Clerk to sort out a wreath that for Cllr Davie to lay the wreath on 11th November after liaising with Margaret Long.

4167 Allotment Charges for 2021/22

Members to consider whether any changes need to be made to the allotment charges from April 2021.

Action: Total square metres to be calculated to see if fees can be based on the size of each plot.

4168 Review of Allocated Responsibilities

Members to discuss any changes required to the list of Allocated Responsibilities – Deferred until the November meeting.

4169 Parish Survey Results

Cllr Everard reported that he now had a draft format of the summary of data that he will send out to councillors. A date to discuss this further would then need to be arranged to decide how to present the findings to the community and how it will impact the councils five year plan.

4170 Future Plans for Winsham Web Museum, E-Letter and Parish Web Site

Members to consider who will take over these significant areas of communication when John Sullivan decides to retire. Deferred until the November meeting.

4171 Application for Somerset Wildlife Trust grant from SCC Climate Emergency Community Fund

The clerk has indicated that WPC are interest in funding to help with the nature area at Balsom close. We are amongst 21 parishes and towns that have shown an interest which means that, if successful, our allocation would be a maximum of £3,571. Further information will be available shortly.

4172 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.

4173 Clerks entitlement to the NALC Pay award back dated to 1st April 2020 to be discussed.

Resolved: Members resolved to approve the pay award **Prop:** Cllr Everard **Sec:** Cllr Beentje **Vote:** 8-0-0

4174 Legal Proceedings

Members to review progress of any legal proceedings and associated matters

4175 Date of the Next Meeting – 4th November 2020

Meeting Closed at 9.40pm

Signed..... Chairman