

## Winsham Parish Council

Draft Minutes of The Ordinary Meeting of the Parish Council held at The Jubilee Hall on Wednesday 7<sup>th</sup> May 2014 at 7:30pm

Present: Cllrs S Abbey, T Baxter, J Chance, N Eastick, B Goodman, M Haggard, R Miller, and N Mode  
In attendance: Mrs Teresa Pinder Clerk to The Council, District Councillor Sue Osborne, 0 residents

### PUBLIC FORUM

(a) Questions from Residents

None

(b) District Councillor's Report

District Councillor Sue Osborne gave her report on events in the area over the last month.

(c) County Councillor's Report

County Cllr Linda Vijeh's written report for April has been sent to members.

### 2688 APOLOGIES FOR ABSENCE

Apologies received from Cllr J Sullivan.

### 2689 DECLARATIONS OF INTEREST

Declarations of interest received:

Item 5 The Band Hut and Allotment Site – Cllr M Haggard as an allotment holder.

### 2690 THE MINUTES OF THE MEETING HELD ON THE 2<sup>ND</sup> APRIL 2014

The minutes of the previous meeting were approved as a correct and accurate record and were signed by the Chairman.

### 2691 PLANNING MATTERS

a) Applications

b) **Application No: 14/01077/FUL**

Applicant: Mr & Mrs R Snook

Proposal: The erection of extension to bungalow (GR 337718/106213)

Location: Higher Wynards, Court Street, Winsham, Chard, TA2 7JE

Resolved: No objections.

c) Planning determinations received from SSDC

Decisions were read out at the meeting.

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

### 2692 THE BAND HUT AND ALLOTMENT SITE

Cllr J Chance updated the Council on the current position. Cllr J Chance has suggested a meeting to discuss matters but, as yet, no response has been received. District Councillor Sue Osborne will take this forward and chase up the matter.

### 2693 PARISH PLAN

Cllr N Mode gave a report to the council following the Youth Focus Group held in April and confirmed the Council will have a written report at the next meeting.

## **2694 STANDING ORDERS, FINANCIAL REGULATIONS AND COUNCIL POLICIES**

a) Resolved: The new model Financial Regulations for Winsham Parish Council was reviewed and adopted.

Proposed: Cllr R Miller Seconded: Cllr J Chance

b) Resolved: The Winsham Parish Council Data Protection Act Policy was reviewed and adopted.

Proposed: Cllr N Mode Seconded: Cllr R Miller

c) Resolved: The Winsham Parish Council Complaints Procedure Policy was reviewed and adopted.

Proposed: Cllr R Miller Seconded: Cllr N Mode

d) Resolved: The Winsham Parish Council Policy for Seeking Professional Advice was reviewed and adopted.

Proposed: Cllr R Miller Seconded: Cllr N Mode

## **2695 FINANCE**

a. Resolved: Council approved payment of cheques 322091 to 322095 totalling £1671.35.

Proposed: Cllr J Chance Seconded: Cllr R Miller

b. Resolved: The Council approved the Year End Accounts.

Proposed: Cllr N Mode Seconded: Cllr J Chance

c. Resolved: The Governance Statements, Sections 1 and 2 for the External Audit were approved.

Proposer: Cllr N Mode Seconded: Cllr J Chance

d. Resolved: The Council approved the movements in Earmarked Reserves.

Proposer: Cllr N Mode Seconded: Cllr R Millar

## **2696 CEMETERY**

The Council agreed to have Working Party and the following councillors agreed to be included – Cllrs S Abbey, J Sullivan and B Goodman will meet to move it forward. The Council felt it would be a good idea once the revised policy document had been produced to contact the funeral directors in the area.

## **2697 ASSET REGISTER**

Resolved: The Asset Register was reviewed and approved.

## **2698 FIRST AID INSTRUCTION**

Cllr R Miller updated the Council on the current position and confirmed she is meeting with the School on the 8<sup>th</sup> May to discuss the matter further.

## **2699 ITEMS FOR REPORT**

(a) Amenities, Rights of Way and Highways reports

### **Rights of Way**

Nothing to report.

### **Highways**

Whatley Cross signs need painting as they can't be read.

There is an overhanging tree at the top of Court Street, outside Court farm which is blocking the light and was difficult for the traffic to go through.

### **Amenities**

Nothing to report

### Reports from member representatives on outside bodies

Upper Recreation Ground – Cllr M Haggard confirmed the new gate in memory of Sue Loaring is shortly being installed.

### Clerk's report and correspondence

No further correspondence received.

## **2700 QUESTIONS TO THE CHAIRMAN**

A vote of thanks was given to John Chance for acting as Chairman over the last three years.

John Chance thanked the Council for their support.

Cllr Rita Miller wished to clarify the situation on voting and that councillors should feel free to say what their thoughts are at the point of voting.

Sue Osborne congratulated Cllr Bryan Goodman on his new position and thanked Cllr John Chance for his help with regard to the Band Hut situation.

*"Under Standing Orders 3d and 10xi the 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".*

#### **2701 TERMS & CONDITIONS OF THE CLERKS EMPLOYMENT**

Resolved:

- a) The Clerk's position was approved as permanent
- b) A Staff Appraisal will be undertaken shortly.
- c) The Clerk's salary was reviewed and agreed.
- d) Historic and likely future hours to be worked were discussed and agreed.

#### **2702 DATE OF THE NEXT MEETING: WEDNESDAY 4<sup>TH</sup> JUNE 2014**

Meeting closed at 9.15 pm

DRAFT