

# Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,  
Somerset, BA8 0LF, Tel/Fax: 01963 370388

e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

Approved minutes of the Parish Council meeting held at the Henstridge Village  
Hall Lounge on Monday 10<sup>th</sup> March 2008.

## **Present:**

**Councillors:** Norman Symcox (Chair), Mickey Vincent, Adam Temperton, Paul  
Brighten, Pete Crocker, Chris Everill, Jim Fitch, Geoff Jarvis, David Nichols, Jean  
Oswick, Malcolm Stobart, Paul White

## **Clerk: Mrs Walker**

There were 0 members of the public in attendance.

### **1. Apologies.**

No apologies had been received.

### **2. Declarations of Interest.**

There were no declarations of interest at the start of the meeting.

Mr Crocker declared a personal and prejudicial interest at item 7a when it became  
apparent that part of this item related to the Village Hall.

### **3. To approve as a correct record the minutes of the previous meeting held on 11.02.08.**

**RESOLVED: It was proposed and agreed to approve the above minutes.**

### **4. Matters deferred from previous meetings:**

#### **a. To discuss the possibilities regarding provision of a mower for grasscutting in the Ash Walk area and agree any actions arising.**

The Chair reported that Mr Edwards had advised that the Burial Ground Mower  
would be too heavy to deal with the areas cut by Mr Pulling but that the strimmer may  
be suitable for this. Mr Edwards was going to liase with Mr Pulling over this and also  
take the old mower to see whether this could be repaired. Once feedback is received  
from these matters then a decision will be able to be taken.

**RESOLVED: It was proposed to defer the item pending the receipt of further  
information.**

#### **b. To receive a report back from the working group set up to review the Clerks terms and conditions in the light of the “Guide to Good Employment Practice in Local Councils” (SALC and SLCC) (Norman Symcox, Mickey Vincent, Paul Brighten).**

The Chairman apologised that the group had not met as yet.

**RESOLVED: It was proposed to defer the item.**

#### **c. To agree an appropriate replacement for the existing answering/fax machine.**

# Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,  
Somerset, BA8 0LF, Tel/Fax: 01963 370388  
e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

The Clerk suggested that the replacement of the fax machine seemed an unnecessary expense when the existing machine is adequate and faxes are very rare. She suggested that the machine be kept and that in future faxes be received by prior arrangement. The Clerk provided Councillors with examples of 3 possible machines.

**RESOLVED: It was proposed and agree to purchase the BT Studio 1500 answering machine at a cost of £33.98 and that in future faxes would be received by prior arrangement only.**

## 5. Correspondence

26.02.08	Peter Lansdown	To agree whether the Council have any response to make regarding the request for input and support on tackling climate change
The Chair summarised the letter which was briefly discussed.		
<b><u>RESOLVED:</u> It was agreed to make a nil return.</b>		
28.02.08	Nicola Powell-Smith	To consider and respond to a request for the provision of a skateboard ramp.
The Chairman summarised the letter and the Clerk explained that she had been made aware via e-mail that day that a consultation day had taken place during the half term holiday which was organised by Somerset County Youth Service and South Somerset Play Association where the idea of a skate park had also arisen. The Clerk advised that further sessions were to take place on Thursday afternoons and that it may be appropriate to await feedback from this prior to taking any decisions. The Clerk had also contacted Steve Barnes at SSDC for guidance and been advised that a basic skate park would cost in the region of £30,000 and that obviously there would be maintenance and inspection costs attached to this. The Clerk suggested that another option which could be considered at the same time would be that of a bike track similar to that at Templecombe.		
<b><u>RESOLVED:</u> It was proposed and agreed that in the first instance the Council should respond to Mrs Powell-Smith advising her of the consultation which is going on and that the Council would wish to await the outcome of this before proceeding any further.</b>		

## 6. Council Matters

### a. To provide feedback from the Code of conduct training.

The Clerk provided Councillors with a summary handout of the information that had been provided. The Chairman thanked the Clerk and Planning Clerk, Jim Fitch, Jean Oswick, Adam Temperton and Mickey Vincent who had all attended the training.

**RESOLVED: It was proposed and agreed that members should take the information away and that the item should be returned to the next meeting for any questions.**

# Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,  
Somerset, BA8 0LF, Tel/Fax: 01963 370388  
e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

**b. To agree a supplier for the purchase of litter picking equipment.**

The Clerk provided Councillors with a comparison chart of costings of necessary equipment and advised that it would appear that the SSDC quote was coming in as cheapest and that having taken advice from Bob Betts she had been assured that this would also be high quality equipment.

**RESOLVED: It was agreed to purchase the necessary equipment from the District Council.**

**c. To agree whether the Council are happy to accept the offer from Liz Holbrook to lead a litter picking session on Saturday 5<sup>th</sup> April.**

The question of insurance was raised and the Clerk confirmed that this would not be a problem.

**RESOLVED: It was agreed to accept the offer from Liz Holbrook. Councillors were encouraged to attend if at all possible.**

**d. Cemetery matters**

**(i) To provide a report back on the Consecration of the remaining Cemetery Land.**

The Chairman reported that himself, Jim Fitch and Adam Temperton had attended the service on behalf of the Council and that Rev Hallett had also been in attendance, along with the Bishop. A brief service had been followed by coffee at Loose Ends in the Village Hall which had provided a highly successful and sociable conclusion to the morning.

**(ii) To agree letters of thanks to be sent to the Bishop and Rev Peter Hallett for their help with the consecration.**

**RESOLVED: It was proposed and agreed that letters of thanks be sent.**

**(iii) To agree a letter of thanks to be sent and a donation to be made to the group Loose Ends for their support in provision of hospitality for the Bishop's visit**

It was proposed to make a donation of £25.00 along with a letter of thanks. An amendment was put forward to make the donation £30.00 in line with other donations made by the Council. The amendment was voted on and agreed.

**RESOLVED: The amended proposal that a letter of thanks be sent and a donation of £30.00 was approved.**

**(iv) To agree how the Council wish to proceed with the mapping out of the newly consecrated land.**

The Chairman explained that having now had the land consecrated we need to map out the land and ascertain how many spaces this would provide us with and that it may be necessary to seek professional help with this. There was some feeling that this is not something that the Council should incur costs over.

# Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,  
Somerset, BA8 0LF, Tel/Fax: 01963 370388  
e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

**RESOLVED:** It was proposed that in the first instance the Clerk should contact the funeral director for advice and feed this back to the next meeting.

**e. Playground issues:**

- (i) **To receive Playground Inspection Reports.**

The Clerk explained that there was nothing arising to report.

- (ii) **To agree if anyone is available to attend playground management and inspection training – 16.05.08 and 06.06.08.**

The Clerk explained that SSDC will not provide guidance for carrying out inspections outside of the training and that it would be useful if a member of the Council could take over carrying out the weekly inspections.

**RESOLVED:** It was agreed that Mr Symcox will attend the inspection training and feedback to Mr Temperton who will then take on the weekly inspection reports.

**f. Report from VHMC rep**

Mr Crocker reported that he had been unable to get a copy of the most recent minutes and that he was unaware of when the next meeting was. There was some discussion as to whether another member may like to take over the role, possibly with two members to represent the Parish Council.

**RESOLVED:** It was proposed and agreed that an agenda item be brought forward for the next agenda that the post of VHMC rep be reviewed and a new representative/s be elected if deemed appropriate.

## 7. Finance

**a. To review the funds held in the project account.**

The Clerk advised the Council that there were a number of issues to be considered. The Responsible Financial Officer had recommended that the remaining funds in the machinery budget for 07-08 be moved into the Long term machinery fund in the project account, particularly bearing in mind the possible need for a replacement lawnmower for the recreation ground.

**RESOLVED:**It was proposed and agreed to accept the RFO's recommendation.

The RFO had also recommended that the Council move £500.00 into the fund for maintenance of the hedging at Ash Walk.

**RESOLVED:**It was proposed and agreed to accept the RFO's recommendation.

The RFO had suggested that the Council may wish to consider moving £4000.00 into a long term fund for the future replacement of the Village Hall.

Mr Crocker declared a personal and prejudicial interest and left the meeting.

# Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,  
Somerset, BA8 0LF, Tel/Fax: 01963 370388  
e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

**RESOLVED:** It was proposed and agreed to accept the RFO's suggestion.  
Mr Crocker returned to the meeting.

Finally the RFO had requested the Clerk to remind the Council that the Finance Committee had postponed consideration of a request for funding from the Stalbridge to the time of the review of funds and that this needed doing as part of this review to agree whether to make a contribution within 2008-9. The Clerk reminded the Council that the costs of an additional library opening hour for the year was in the region of £1000.00 and that there had been an underspend in other areas of the budget which would allow this figure to be set aside if desired. The Clerk further pointed out that Stalbridge library is within Dorset and that Somerset do provide a library van service to Henstridge on a three weekly basis, and that there are 138 users of Stalbridge library living in Henstridge out of 1416 residents (ie less than 10%). There was some discussion around appropriate use of the Council's funding resources.

**RESOLVED:** It was proposed and agreed that the Council felt unable to support the request, based on the premise that too small a percentage of Henstridge Parishioners are users of the library, that there is library provision within Somerset which Parishioners could access and that Somerset provide a library van service to the village which could also be accessed.

Mr Vincent, Mr Symcox and Mr Brighten requested that their votes against this proposal be recorded.

**b. To approve the following accounts for payment:**

Madasafish	Line 1 DD Internet & Telephone 23/01/08-17/02/08	£40.18
Madasafish	Line 2 DD Internet & Telephone 06/03/08-05/04/08	£35.16
T Watson	Mileage Dec-Feb 07	£34.40
R Walker	Mileage Dec-Feb 07	£57.60
R Walker	Salary February	£234.15
SALC	Affiliation fee	£24.88
T Watson	Salary February	£292.17
Inland revenue	NI & Tax Contributions	£74.42
Henstridge CC	Grass cutting 07/08 2nd payment	£664.50

The Clerk advised the Council that there were a number of additional accounts to be settled which had come in after the agenda had been completed, but which the RFO hoped to clear prior to the year end.

Canon UK	Photocopying charges 03/08/07 – 02/02/08	£42.28
G Edwards	Salary – February	£107.12
Inland revenue	NI & Tax Contributions – amended figure	£104.90
Viridor Waste Management	Skip hire – Cemetery	£129.25

**RESOLVED:** It was agreed to approve the above accounts for payment with the additions as advised.

# Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,

Somerset, BA8 0LF, Tel/Fax: 01963 370388

e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

## c. Income –

T Watson	Line rental	£8.50
Inland revenue	On line filing payment	£400.00
M Koch	Allotment rent 08/09 plot 20	£10.00

**8. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 7<sup>th</sup> April 2008**. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk by 9.00am on Thursday 27<sup>th</sup> March 2008.

**The meeting closed at 8.25pm**