

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

Approved minutes of the Parish Council meeting held at the Henstridge Village
Hall Lounge on Monday 7th April 2008.

Present:

Councillors: Mr Symcox (Chair), Mr Temperton, Mr Stobart, Mrs Oswick, Mr Jarvis,
Mr Brighten, Mr White, Mr Nichols, Mr Fitch, Mr Crocker & Mr Vincent.

Clerk: Mrs Watson

There were no members of the public in attendance. Mr William Wallace
District / County Councillor was in attendance and apologies had been offered by Mr
Tim Inglefield District Councillor.

1. Apologies.

Apologies had been received from Mr Day and Mr Everill.

2. Declarations of Interest.

There were no declarations of interest.

**3. To approve as a correct record the minutes of the previous meeting held on
10.03.08.**

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

4. Matters deferred from previous meetings:

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

The Clerk reported that that the mower Mr Pulling uses at Ash walk has now been
repaired pending obtaining a cosmetic part and is now stored in the recreation ground
shed, therefore there was no further action required at this stage.

- 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).**

Mr Symcox apologised for his part in not dealing with this issue and committed to
arranging a time with the other working party members to meet.

RESOLVED: There was general agreement to defer the item to the next meeting.

- c. To provide feedback from the Code of conduct training.**

An information sheet was provided to members, there were no further questions or
comments as members now felt sufficiently informed with regard to declarations of
interest.

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5. Matters arising from previous meetings:

a. To agree how the Council wish to proceed with the mapping out of the newly consecrated land.

The Clerk advised that there are 16 spaces left on the old consecrated ground. Given that in 2006 and 2007 17 and 8 graves were sold respectively there is an element of urgency to mapping the newly consecrated ground.

She understood that a member of staff from Peter Jackson funeral services is happy to meet at the graveyard and advise on grave sizes. Members were asked to decide how they wish to proceed in the following actions:-

Creating a map of the old and newly consecrated land as a total so that an assessment can be made of the relationship of the 2 pieces of land and plan made of paths etc.

An assessment of the number of graves that can be accommodated on the newly consecrated ground and production of a plan showing their locations.

The Clerk advised that Rachel did not feel professionally qualified to take on this task. Mr Vincent believed that Peter Jackson Funeral Services would be happy to take on the task of mapping the area.

RESOLVED: It was proposed and unanimously agreed to instruct the Clerk to ask Peter Jackson Funeral services to map the area and present a proposal to the Council for approval.

b. To review the post of VHMC rep and elect a new representative/s if necessary.

Mr Crocker confirmed he was happy to stand down. Mr Stobart and Mrs Oswick were nominated to share the role and their nomination was seconded. The Clerk advised that the next meeting is 2nd June starting at 7.00pm with the AGM at 8.00pm.

RESOLVED: It was proposed and agreed that Mr Stobart and Mrs Oswick share the role of VHMC representative.

6. Correspondence

11.03.08	Philip Higginbottom – SSDC Planning Policy Team Leader	To agree whether the Council wish to participate in the public consultation on the Local Development Framework Core Strategy Issues and Options and agree any actions arising.
<p>The Chair explained that members need to decide if they wish to participate and asked if they were happy to view the information on the website prior to the next meeting. There was some confusion as to whether the Council has received a hard copy of the plan. Mr Wallace agreed to obtain a copy for the Parish.</p> <p><u>RESOLVED:</u> It was proposed and agreed to defer participation in the public consultation on the Local Development Framework Core Strategy Issues to the next meeting, by which time members will have reviewed the documents.</p>		
17.03.08	Somerset Waste Partnership	To advise Councillors of the changes to Waste Collection and agree any actions arising
<p>It was noted that this was purely a matter of information though concerns were raised that rubbish had not been collected during the interim period.</p>		

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7. Council Matters

- a. **Proposal that if any councillors would like, as previously agreed, a Parish Council email address, that they contact the Clerk and once we get 5 names a block of 5 will be bought. Adam Temperton**

5 members agreed to contact the Clerk regarding this.

RESOLVED: It was proposed and agreed to purchase a block of 5 Parish Council e-mail addresses.

b. Highways Issues

- i. **To report the response received to the issues raised by the Parish Council at the February meeting,**

The correspondence was reviewed and members were content that the ditching on Marsh lane had been carried as stated and appeared to be effective. Members were surprised to hear that SSDC felt that they were accountable for keeping the highway clean during the Woodhayes phase 1 construction. It was noted that those causing the debris are held accountable for highway cleaning not the District Council. It was considered that this subject may be discussed further under item 7. b. (ii).

- ii. **To provide an opportunity for Highways issues to be raised and actions agreed as necessary.**

Mr Crocker drew member's attention to several issues regarding signage, condition of highways/ pavements, speed limits and highways safety. The issue of the trees at Toomer Hill leaning towards the road had already been dealt with by the Clerk. It was decided not to take any further action regarding accountability of highways cleaning at this stage.

RESOLVED: It was proposed and unanimously agreed to instruct the Clerk to write to County Highways to remind them of their duty of care and legal responsibility to members of the public with regard to services and networks that they have total responsibility, including signage and highways maintenance and repair and further highlighting the following specific issues:-

- **The pavement from no. 36 Ash Walk to the school needs resurfacing, promised previously in each new financial year.**
- **Pavement from the traffic lights at the junction with the A30 to the village hall car park entrance needs re-surfacing.**
- **The drain opposite the Virginia Ash has been marked for jetting since approx. October 07.**
- **Requirement for a double bend sign plus a 'slow down road junction' sign by Toomer cottages.**
- **Requirement for a bend sign at the top of Toomer on the Somerset and Dorset sides.**
- **The ongoing issue of people jumping the traffic lights.**

- c. **To receive the HACC spring e-report and agree any actions arising from this.**

Mr Jarvis declared a personal and prejudicial interest, however as the matter was purely one of report remained at the meeting but took no part in the item.

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The total aircraft movements were noted and Mr Symcox felt that the airfield management should be congratulated on the lowest number of complaints recorded for 5 years.

d. Playground issues:

i. To receive Playground Inspection Reports.

The inspection had been carried out and there were several ongoing faults highlighted, particularly with the Yelling toddler unit. The Clerk is awaiting a promised SSDC inspection report and liaising with Playdale to arrange for the faults to be rectified.

ii. To report the actions taken with reference to the replacement of parts on the Yelling Toddler unit.

The Clerk reported that the damaged wooden upright was replaced by Playdale during week commencing 31st March and the rest of the faults on the unit were covered in item d.i.

iii. To discuss the possible purchase of additional equipment for Ash Walk and removal of existing equipment and provide any necessary instruction for the Clerk.

The Clerk explained that the chain climbing unit needs to be removed and that previously it had been decided to replace the slide previously removed and to add a 'Hags multipondo'. Members were asked to review and express preferences on a selection of slides and see saw type equipment prior to quotations being obtained.
RESOLVED: It was proposed and unanimously agreed to delegate the task of selecting equipment to the Clerks who will come back to the Council with options and costs for review at a future date.

e. Report from VHMC rep

There was no report.

8. Finance

a. To advise the Council of the date of the finance meeting.

The Clerk advised that date for the Finance meeting Monday 21st April after the planning meeting.

b. To approve the following accounts for payment:

R Walker	Salary February	£234.37
T Watson	Salary February	£292.17
Inland revenue	NI & Tax Contributions	£93.12
R Walker	In lieu of payment to BT ref. Answer machine	£33.98
	Contribution in thanks for provision of venue and	
Loose Ends	refreshments for consecration (agreed Mar 08)	£30.00
Madasafish	Line 1 DD Internet & Telephone 24/03/08-23/04/08	£40.46
R Walker	In Lieu of payment ref. SSDC playground training fee	£85.00

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The amendment to the Clerks salary month from February to March was noted and an increase in payment to Inland Revenue from £74.20 to £93.12. The Clerk requested approval of the following payments in addition to those listed on the agenda:-

G Edwards	Salary March	£67.48
G Edwards	In lieu of payment to Ring St Filling Stn (gorilla tap)	£4.25
Norwich Union	Insurance 08/09	£1403.93

The Clerk explained that an alternative quotation had been obtained to the current Zurich insurance. The quotation for Norwich Union represents an approx. saving of 19% for equal cover on the Zurich quote of £1,734.27. Members were happy to take up the insurance with Norwich Union, as a recognised reputable company and Mr Crocker thanked the Clerk for obtaining an alternative quote, thus saving the Village money.

c. Income –

D Nurse	Copies fee 07/08	£10.00
L Mason	Allotment rent plot 8 yr 8/09	£10.00
R Walker	In lieu refund to R Walker ref. Pips track planning fee	£150.00
T Watson	Line rental	£8.50

RESOLVED: The above accounts were unanimously approved as receipts and for payment.

- 9. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 12th May 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 1st May 2008.

The Meeting closed at 8.03 pm.