

Henstridge Parish Council

Clerk: Rachel Walker, Ashbourne House, Marsh Lane,
Henstridge, Somerset, BA8 0TG, Tel: 01963 362937
e-mail: clerk@henstridgeparishcouncil.org.uk

Draft minutes of the Parish Council meeting held at the Henstridge Village Hall Lounge on Monday 11th January 2010.

Present

Councillors: Norman Symcox(Chair), Paul Brighten, Pete Crocker, Jim Fitch, Jean Oswick, Malcolm Stobart, Adam Temperton, Mickey Vincent, Paul White.

Clerk: Mrs Walker

There were 2 members of the public in attendance – Jay Lewin from SSDC who had come to speak at the meeting and District and County Councillor William Wallace.

1. Apologies and to approve reasons for apology as seen fit.

Apologies had been received from Mr Jarvis and Mr Nicholls due to work commitments.

RESOLVED: It was agreed to approve the above reasons for apology as listed.

2. Declarations of Interest.

Mr Stobart and Mrs Oswick declared personal interests in the correspondence item from the Village Hall Management Committee, as they are representatives on the committee. Mr Crocker declared a personal interest in the same item as he lives opposite the hall.

3. To approve as a correct record the minutes of the previous meeting held on 07.12.09 and the Special meeting minutes of 23.11.09.

RESOLVED: The minutes of the previous meeting on 07.12.09 and the Special meeting of 23.11.09 were approved.

4. Matters deferred from previous meetings

(i) To receive a visit from Jay Lewin regarding the Youth Worker scheme and agree any further actions arising.

Jay Lewin was welcomed to the meeting and introduced herself as the Young people's officer. She pointed out that there are 35,728 young people in the district and so her role is large! She explained the proposed Youth worker scheme and how this would potentially provide the Parish with four months access to a youth worker, shared with two other parishes (probably Milborne Port and Templecombe) in order to help them to take forward a project as agreed and to form an action plan which would leave the community with sustainable resources. She explained the funding system for the proposal and the financial commitment for the Parish to become a part of this. Councillors were given the opportunity to ask questions and raised issues with regard to practicalities of how the scheme would work, funding and the possibilities for how the scheme could be used. It was felt that the youth in the village are currently a group

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who are disenfranchised and that this could be a positive way of taking a step forwards to improve this, and a worthwhile use of some of the precept.

RESOLVED: It was proposed and agreed that the Parish Council should commit £500.00 towards the provision of a youth worker.

Mr Wallace expressed strong support for the project and other work that Jay had carried out.

- (ii) **To hear feedback from Mr Temperton regarding a survey of the potholes within the Parish and make agreement as appropriate for submission to Somerset County Council and Somerset Highways.**

Mr Temperton reported that he had received nothing from members of the public following the advertisement of the survey but that some of the potholes had been repaired in the past week and so he would now need to update the survey once the snow has thawed and bring this back to the next meeting.

DEFERRED.

- (iii) **Weed killing at the Recreation ground- to receive three quotes, discuss investigate any health and safety implications and agree any further actions arising.**

The Clerk reported that due to a combination of the Christmas break and the weather conditions no progress had been made with this.

DEFERRED.

- (iv) **To provide any feedback with regard to investigations with the Conservation officer into the likely costs of a review of the Conservation area and agree any further actions arising.**

The Chair advised that the response from the Conservation Officer had been disappointing in that he had indicated that the Council would need to employ a consultant to prepare an appraisal which would cost in the region of £2000-3000. As this is more than 10% of the Council's precept, and such a cost has not been budgeted for, it would be unlikely to be feasible to agree such a cost in the budgeting year 2010-11. There was some feeling that any decision to carry out such an appraisal should also involve consultation with the residents of the area.

RESOLVED: It was proposed and agreed that the Council should write back to Mr Sekers advising him that we have consulted the Conservation Officer but been advised that it will cost between £2000 and £3000 and that the parish Council cannot justify spending such a level of fund at this time in the current financial climate.

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5. Matters arising from previous meetings:

- (i) **To report any response received from Bryant Homes in relation to the maintenance of Old Station Gardens.**

The Clerk reported that the possibility of transferring the land to the adjoining landowners has gone back to Calor Gas for confirmation. The Clerk will continue to chase the matter.

6. Correspondence

4.12.09	SSDC – Dave Norris	To advise the Council of a reduction in the threshold of affordable housing provision.
The Council were advised that the District Council policy has now changed so that they will be seeking affordable housing to be provided on all sites of 15 dwellings or more (or 0.5 hectares irrespective of the number of dwellings).		
8.12.09	Sam Healey – VHMC	To advise the Council of a letter sent to Mr Jarvis and copied to the Parish Council regarding the village hall planning application and agree any actions arising.
The Clerk advised that she had spoken to Mr Jarvis this morning who had advised that the Planning application has been held up by a section which he needs to provide to the planning department and unfortunately has not had time to complete but will complete by the end of the month.		
RESOLVED: It was proposed and agreed that the Council should write back to Sam Healy, with a copy to Mr Jarvis, advising her of the information provided by Mr Jarvis, and that an item should be listed on the next agenda for Mr Jarvis to provide an update with regard to the progress on the Village Hall Planning application.		
11.12.09	Lotte Blair – Association for the Conservation of Energy	To agree a response to a request to the Council that they lobby David Heath to give local councils a leading role in tackling climate change
The Chairman explained that action had been needed within a week of receipt of the letter and that clearly this had not been possible for the Council to pursue.		
11.12.09	Phil Dolan – SSDC	To advise the Council of the District Council's 'in principle' decision to explore joint working arrangements with East Devon District Council.
The Chairman summarised and asked Mr Wallace for his input. Mr Wallace expressed the view that the proposal was somewhat premature as East Devon are still pursuing unitary status at the current time. However he felt that if things did progress that it would have minimal impact at Parish Council level.		

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14.12.09	Lynette Osment - SSDC	To agree whether the Parish Council wish to Nominate a Parish Environmental Warden, and elect a representative accordingly.
<p>The Chair advised that the role of the PEW is to report environmental issues in the area such as fly tipping, dog fouling, graffiti, fly posting, litter, abandoned vehicles and damaged bins via a direct line number. It was felt that this was potentially an onerous task for one person to carry out.</p> <p>RESOLVED: It was proposed and agreed that the Council should not elect a Parish Environmental Warden as all such items should be reported by Councillors or members of the public, to the Clerk who should then pass these on to the District Council. It was agreed to advise the District Council of this.</p>		
16.12.09	Sam Healy – SSVCA	To agree a response to a request for funding for a new Furnicare project in Wincanton.
<p>The Clerk summarised the nature of the project and advised that funding is available within the budget.</p> <p>RESOLVED: It was proposed and agreed to make a donation of £30.00 to the Furnicare project.</p>		

7. Council Matters

a. To receive a visit/report from a local police representative.

There was no representative present and no report had been provided this month.

b. To advise the Council of the new contact details and arrangements.

The Clerk advised that the office has now been moved to Ashbourne house and that the office will usually be manned between 9.30 and 11.30 as a minimum on Monday, Wednesday and Friday. The new telephone number is listed on the agenda and minutes. However the Clerk pointed out that as the office is no longer in her home she will not be picking up telephone messages immediately prior to the meeting and so apologies will need to be provided by lunchtime prior to a meeting. The Clerk informed the Council that two issues had arisen from the move:

1. The service provided by Viking Direct in their fulfilment of the furniture order had been extremely poor and the Clerk asked if the Council were happy for her to write a letter of complaint with regard to this.

2. There is a need for the Clerk to be able to access documents from home, for example during school holiday times when she is unable to work from the office due to childcare and during the recent bad weather when Mr Temperton had kindly stepped in to send documents out for Councillors prior to the meeting. The Clerk queried whether the Council were happy to trial a programme allowing remote access to the computer.

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RESOLVED: It was proposed and agreed to write a letter of complaint to Viking with regard to their service.

It was proposed and agreed that the Clerk should trial two programmes for remote access of the computer and feed back on this at the February meeting.

- c. **To consider requesting provision of a Salt/grit bin for the village and agree any actions arising.**

The Clerk advised that the recent bad weather had highlighted several areas within the village which become inaccessible and suggested that provision of a grit bin may be a possibility to be considered. It was felt that one grit bin would be inadequate but that there was a need and that this was something that should be looked in to.

RESOLVED: It was proposed and agreed that the Council should find out from Highways whether this is something that can be provided on non gritting routes and whether they would provide it, and if so at what cost, or if we would need to look elsewhere. Depending on the information received, it was agreed that consultation should then be undertaken within the village.

- d. **To receive a report from the SSDC Core Strategy Cluster Workshops – Mr Temperton.**

Mr Temperton advised that no further information had been received as yet.

DEFERRED.

- e. **To co-opt a new member to fill the current vacancy on the Council.**

No applicants had come forward as yet.

DEFERRED.

- f. **Memorials – to approve memorials as received.**

There were no new memorials for consideration.

- g. **Playground Inspection reports.**

There were no new issues to report.

- h. **To receive reports from Representatives (VHMC, HALT, Footpaths, Other) and provide guidance as appropriate**

Mr Stobart reported that the VHMC are considering whether to continue moving forward with plans for a new village hall or to look at improving the changing rooms instead. They are also looking into the heating provision at the hall which is currently inadequate. Mr Wallace indicated that he may have surplus funds available to be spent by the end of this financial year and encouraged the committee to contact him. There were no further reports.

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8. Finance

a. To approve the cash book and bank account reconciliation for December 2009 as presented.

The cash book & bank account summaries were verified against the bank statements by Adam Temperton and signed as a correct match.

RESOLVED: The Cash Book and Bank Reconciliation for December 2009 as verified by Mr Temperton were approved and signed by the Chair.

b. To agree and approve transfers of funds between Parish Council accounts as presented and nominate two signatories.

There were no transfers necessary this month.

c. To advise the Council of a Direct Transfer payment made for the provision of new office equipment as previously agreed by the Council.

The Clerk advised that due to the credit allowance from Viking, it had been necessary to make a cleared payment prior to the office furniture being released. As the payment had been agreed in principle at the previous meeting the Clerk had, in this instance, made a direct payment, with the Assistant Clerk present, in order to move the order forward. The Clerk advised that new guidance is expected shortly regarding changes to legislation to allow direct payments and internet banking for Parish Councils.

d. To approve the following accounts for payment and two signatories for cheques:-

Viking Direct	Furniture	£503.63
Madasafish	Phone and internet	£30.27
Canon	Photocopier 15.03.09-14.12.09	£30.57
Milborne Port Computer Services	Web management and call out	£97.75
Rachel Walker	Reimbursement for card payment to Madasafish for phone line transfer	£49.99
Rachel Walker	Reimbursement for payment for Office Chairs	£70.48
TJ Young	Strimmer service	£35.11
TJ Young	Hedge trimmer service and sharpening, supply strimmer line	£68.31
TJ Young	Mower service	£69.63
George Edwards	Wages	£67.89
Terry Pulling	Wages	£22.69

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Fiona Parrott	Wages	£253.10
Rachel Walker	Wages	£258.48
HM Revenue and Customs	Tax	£87.20

The cheque values were verified against the invoices presented by Mr Temperton and the invoices signed as a correct match.

RESOLVED: The above accounts were approved for payment and Mr Temperton and Mrs Oswick agreed as signatories.

e.Income

No income received		

8. Date of Next meeting – The next Parish Council meeting will be held on **Monday 8th February 2010**. 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 28th January 2010**.

The meeting closed at 8.30pm.