

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 Annual Parish Council meeting held at the Henstridge Village Hall Lounge on Monday 10th May 2010.

Present

Councillors: Norman Symcox (Chair), Paul Brighten, Geoff Jarvis, David Nicholls, Jean Oswick, Caroline Rowland, Malcolm Stoabrt, Adam Temperton, Mickey Vincent, Paul White.

Clerk: Rachel Walker

There were two members of the public in attendance for the first part of the meeting.

The meeting commenced at 7.45pm.

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

Apologies had been received from Mr Day Mr Fitch and reasons were reported to the meeting.

RESOLVED: It was proposed and agreed to approve the reasons for apology as provided.

2. Declarations of Interest.

There were initially no declarations. However, as items arose:

Mr Jarvis declared a personal interest in the election of the HACC representative, and the update on the conservation area appraisal;

Mr Temperton declared a personal and prejudicial interest in item 11b and left the meeting.

The Chairman handed over to the Vice-Chair.

3. To elect a Chairman of the Council and receive the Chairman's declaration of Office.

RESOLVED: Mr Symcox was proposed and unanimously elected to the role of chair, and completed the declaration of Office form accordingly.

4. To elect a Vice-Chairman of the Council and receive the Vice-Chairman's declaration of Office.

RESOLVED: Mr Vincent was proposed and unanimously elected to the role of vice-chair, and completed the declaration of Office form accordingly.

5. To review and agree membership of the Planning Committee and appoint members as appropriate.

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RESOLVED: It was proposed and agreed to maintain the current position of all members being a part of the committee.

6. To appoint members of the Personnel Committee (incorporating grievance and disciplinary matters).

RESOLVED: It was proposed and agreed to maintain the current position of all members being a part of the committee.

7. To appoint representatives of the Council.

RESOLVED: It was proposed and agreed to appoint the following representatives (following agreement from Mr Crocker):

Henstridge Airfield Consultative Committee	Norman Symcox
Youth Representative	Caroline Rowland
Village Hall Management Committee	Malcolm Stobart Jean Oswick
Somerset Association of Local Councils	Malcolm Stobart
Yenston Representative	Michael Vincent
Highways/Drains Representatives	Adam Temperton Peter Crocker
Footpaths Representative	Adam Temperton
HALT	Paul Brighton

8. To approve as a correct record the minutes of the previous meeting held on 12.04.10.

It was pointed out that in item 7c, a resolution had been taken which was not recorded:

***RESOLVED:** It was proposed and agreed that the Council should go back to Highways and ask for a breakdown of how the £80,000 cost for a pelican crossing would be made up.*

RESOLVED: The minutes of the meeting were approved, with the inclusion of the above addition.

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RESOLVED: It was proposed and agreed that due to the presence of Mr Trott at the meeting, that the Council should move to consider the first correspondence item next.

09.04.10	D Trott – Henstridge United FC	To consider a request for Henstridge United FC to hold a 5-a-side knockout football competition to raise money to finance centenary celebrations in 2011
The proposal was discussed and Mr Trott invited to give additional details where necessary.		
RESOLVED: It was proposed and agreed that the Council were happy for the five a side event to go ahead providing that a copy of the appropriate insurance certificate could be provided and that for health and safety reasons, parking was kept to the hard surfacing areas.		

9. Matters arising from previous meetings:

- (i) **To hear any feedback from SSDC with regard to the Village Hall planning application and Mr Jarvis’s section drawing submission.**

The Clerk reported the advice that had been received from SSDC, that a number of additional items had been requested in a letter in February 2009 which had not been received by the District Council. Neither the Clerk or Mr Jarvis had seen the letter, a copy of which had been e-mailed to the Clerk, prior to last week. Mr Jarvis advised that he would be meeting with Simon Gale this week to discuss several areas including this one and that if the documents could not be found by the District Council he would provide copies to the clerks next week.

RESOLVED: It was proposed and agreed that an item should be listed on the planning agenda for 24th May “To discuss feedback from the District Council pursuant to a meeting with then and to agree the actions arising”.

10. Correspondence

19.04.10	Jason Tinley – Community Council	To agree responses to queries regarding a Parish Plan in Henstridge.
The Chair summarised the questions being asked, and also what was involved in a Parish Plan. Ms Rowland advised that she would be happy to be involved in developing such a plan if support was forthcoming in the village and the possibility of discussing this at the Annual Parish Meeting was raised.		
RESOLVED: It was proposed and agreed that the Council should respond to Mr Tinley that there is currently no Parish Plan in place or in development, but that this is to be put forward at the Annual Parish Meeting and the Council would be interested in moving forward with such a project if support could be found within the village.		

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26.04.10	S Littler SSDC	To advise and agree if any councillors wish to attend a meeting to discuss the new arrangements for the public rights of way
<p>Mr Temperton advised that the information had already been clearly provided in written form and as practically, very little had changed, he could see no need to attend the meeting.</p> <p><u>RESOLVED:</u> It was proposed and agreed that a representative would not be sent to the meeting.</p>		
26.04.10	Planet Aid UK	To consider a request to place a clothes recycling skip in the recreation ground car park
<p>The Chair pointed out that there is already a facility in support of the Air Ambulance in the Virginia Ash Car park and also asked Councillors to consider the parking issues at the recreation ground when making their decision.</p> <p><u>RESOLVED:</u> It was proposed and agreed that on consideration, as there is already a clothes recycling facility within the village the Council do not feel that a second facility is agreeable.</p>		
29.04.10	M Lewis SSDC	To agree if any councillors wish to attend the AE Community forum on Tuesday 25 th May at Ansford
<p>There was some discussion as to the likely issues to be covered within such a meeting.</p> <p><u>RESOLVED:</u> It was proposed and agreed that the Council would not send a representative to the meeting.</p>		
02.05.10	David Sekers	To provide an update with regard to the proposed Conservation area appraisal and agree any actions arising.
<p>Mr Jarvis declared a personal interest in the item. The Chair summarised the content of Mr Seker's e-mail.</p> <p><u>RESOLVED:</u> It was proposed and agreed to thank Mr Sekers for his time and pointing out the discussion of a possible Parish Plan on the Annual Parish Meeting agenda, which he may be interested to become involved with.</p>		

11. Council Matters

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

No representative was present and there was no report received.

b. To discuss current office arrangements as the review is due and agree whether arrangements are to continue.

Mr Temperton indicated that as far as he is aware, Mr Fitch is happy with the current situation. He declared a personal and prejudicial interest and left the meeting.

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The Clerk advised that the current situation appears to be working successfully.

RESOLVED: It was proposed and agreed that the Council should write to Mr Fitch advising that they would be pleased to continue with the existing arrangement if this is agreeable and offering to make arrangements to formalise the arrangement with a solicitor if this seems more suitable to him as the landlord.

Mr Temperton returned to the meeting.

- c. To discuss and agree the appropriate action to take with regard to the H&S of Furge Lane gate.

The Clerk advised that the gate is currently off of the post but that having looked at this she is unclear as to what is needed in order to repair the gate.

RESOLVED: It was proposed and agreed that Mr Vincent should look at the gate and report back to the Clerk on the necessary actions which she should then take.

- d. Proposal that the Council provide a pathway to Ash Walk play area gate
Pete Crocker

DEFERRED: The item was deferred as Mr Crocker was not present.

- e. Memorials – to approve memorials as received.

RESOLVED: The memorials were approved as presented.

- f. Proposal that the Council revisit the rules regarding the cemetery and their involvement in the determination of inscriptions etc.

Geoff Jarvis

Mr Jarvis raised concerns over the rights of the Council to determine what people should and should not be allowed to put on their memorials. Ms Rowland had investigated what occurs in other local authorities and raised concerns over the memorials being determined in a public meeting. The difficulty of the subjective nature of agreeing what is and is not appropriate was discussed as was the difficulty of drawing up a comprehensive list for reference. The history of how this position has been reached and the process for memorials was discussed.

RESOLVED: It was proposed and agreed that the approval of memorials should fall to three nominated members, Mr Jarvis, Mr Stobart and Mrs Oswick, two of whom should give approval to the Clerk who will then sign the necessary documentation.

Mr Vincent abstained from the vote.

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The issue of planting on the graves was also discussed and the possible implications of this for maintenance purposes and long term impact.

RESOLVED: It was proposed and agreed that the existing rule of no planting on the graves should remain.

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 Stoabrt reported that the village hall container has now had a replacement roof. There were no further reports.

12. Finance

a. To approve the cash book and bank account reconciliation for April 2010 as presented.

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

RESOLVED: The Cash Book and Bank Reconciliation for April 2010 and as verified by Jean Oswick were approved and signed by the Chair.

b. To report filing of end of year employment returns.

The Clerk reported that the employment returned had been successfully filled online today.

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

Madasafish	Phone and Internet Services	£39.07
James Wright - Pestforce	Mole clearance	£85.00
GB Sport and Leisure	Fence bolt and allen keys	£13.57
Ring Street Filling Station	Fuel	£24.30
George Edwards	Wages	£TBC
Terry Pulling	Wages	£TBC
Fiona Parrott	Wages	£TBC
Rachel Walker	Wages	£TBC
HM Revenue and Customs	Tax	£TBC

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

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RESOLVED: The above accounts were approved for payment and Norman Symcox and Mickey Vincent agreed as signatories.

e.Income

SSDC	Precept	£23000.00
Mrs T Watson	Madasafish	£18.64
Nicholas Cox Memorial	Double fees, grave and interment	£686.92

13. Date of Next meeting – The next Parish Council meeting will be held on **Monday 7th June 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 27th May 2010**.

The meeting closed at 8.48pm.