

# Henstridge Parish Council

Clerk: Zöe Godden, Ashbourne House, Marsh Lane,  
Henstridge, Somerset, BA8 0TG, Tel: 01963 362937  
e-mail: [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

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Approved minutes of the Parish Council Meeting held at the Henstridge Village Hall Lounge on Monday 6<sup>th</sup> June 2011

## Present

**Councillors:** Adam Temperton (Chair), Jim Fitch, Simon Cullum, Dave Nichols, Carolyn Nichols, Jean Oswick, Caroline Rowland, Sue Place, Peter Crocker

**Clerk:** Zoe Godden

**There were 2 members of the public in attendance for the beginning of the meeting**

The meeting commenced at 20:03 and was immediately opened to the public as the planning meeting had over-run.

The council noted the public's observations that the level of dog fouling at the recreation ground has improved and thanked them for their work in monitoring the situation.

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

Apologies had been received from Paul White, Micky Vincent and Paul Brighten and the Council advised of the reasons for absence.

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

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

Peter Crocker declared a personal interest in the letter in item 5 referring to Ash Walk.

### **3. To approve as a correct record the minutes of the previous meeting held on 09.05.11.**

**RESOLVED: It was proposed and agreed to defer this item to the next meeting.**

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

- (i) **To confirm the council's representatives on other groups and, if any councillor does not wish to fill the positions as suggested in the meeting of 16<sup>th</sup> May 2011, to suggest further nominees.**

Most of the councillors nominated were happy to take up the representative posts as per the previous meeting. However, some of the councillors involved were not present.

**RESOLVED: It was proposed and agreed to defer this matter until the next meeting.**

- (ii) **To agree two councillors to sign a cheque for Lewis Diffey, the Youth Support Worker, to enable him to provide refreshments and hire the village hall for a meeting with parishioners.**

**RESOLVED: It was proposed and agreed that Adam Temperton and Jean Oswick would sign the cheque.**

- (iii) **To require councillors to complete Register of Interest forms and any outstanding Declaration of Office forms.**

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All councillors present signed their Declaration of Office forms and were issued with Registration of Interest forms.

- (iv) **To make councillors aware of the availability of councillor training and for the clerk to take any requests for course bookings.**

**RESOLVED: It was proposed and agreed that the clerk should write to SALC to request that a councillor course is put on closer to Henstridge.**

## 5. Correspondence

05/05/11	Mrs J Bates	To inform the council of the contents of a copy letter to SSDC regarding breach of planning permission at the Clutch Centre, Shaftesbury Road.
The content of the letter was noted by the council.		
06/05/11	Woodland Trust	To relay the content of a letter informing the council that the Woodland Trust intends to advertise a long lease on Oak Vale wood. To agree any further action the council wishes to take.
The council discussed the impact on the wood of a long-term lease to an outside party.		
<b><u>RESOLVED:</u> It was proposed and agreed that the clerk should write to the Woodland Trust to request original documents from their acquisition of the land and the details of their proposed lease.</b>		
12/05/11	Community Council for Somerset	To agree if the council wishes to subscribe to CCS.
<b><u>RESOLVED:</u> It was proposed and agreed to renew the subscription.</b>		
13/05/11	Julian Gale, Group Manager – Community Governance, Somerset County Council	To inform the council of the further electoral review that is to take place in Somerset.
The council noted the content of the letter.		
13/05/11	Andy Stevenson, Volunteer co-ordinateo, Somerset County Council	To update the council on the options available should the council wish to become more active on rights of way locally.
<b><u>RESOLVED:</u> It was proposed and agreed to retain the current level of parish council involvement in local rights of way.</b>		
16/05/11	Mr Finean	To inform the council of the contents of a copy letter regarding planning issues in Ash Walk.
The council noted the content of the letter.		
<b><u>RESOLVED:</u> It was proposed and agreed to ask clerk to write to Mr Finean to thank him for keeping the council informed.</b>		

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17/05/11	Barbara Sharratt, Senior Civil Contingencies Officer, Somerset Local Authorities Civil Contingencies Unit	To consider a request to consider if the parish would be able to offer help in the unlikely event of a large-scale emergency evacuation.
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**RESOLVED: It was proposed and agreed for the clerk to send a copy of letter to VHMC and the owner of Henstridge Airfield as possible sites, to ask them to respond to the letter directly and to keep the parish council informed.**

## 6. Council Matters

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

There was no representative present but the chair informed the council that broken glass and litter in the recreation ground has been given as a priority on Blackmore Vale beat to monitor.

- b. **To agree on the clerk's permanent employment and, if agreed, the chair to sign a contract of employment.**

**RESOLVED: It was proposed and agreed to make the clerk's contract of employment permanent.**

- c. **To inform the council that a place has been booked for the chair to attend a NALC conference relating to the localism bill.**

This was noted by the council. The chair will report back to the council after the conference.

- d. **Proposal to discuss the benefits of and steps that need to be taken towards the council attaining Quality Status. To agree if the council wishes to work towards Quality Status.**

Simon Cullum

The council discussed the criteria for gaining quality status.

**RESOLVED: It was proposed and agreed to pursue this and to discuss it further at the next meeting.**

- e. **Proposal to discuss the benefits of becoming a member of Action for Market Towns. To agree if the council wishes to become a member.**

Sue Place

**RESOLVED: It was proposed and agreed to defer this item to next meeting and for Sue to forward further information to the clerk to send out to councillors.**

- f. **To discuss any outstanding highways issues or highways matters which Councillors wish to raise and agree any actions arising.**

Peter Crocker noted that Yarlinton Homes have, after repeated requests from the council, tidied the bank outside 1, Summerfields.

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Jean Oswick reported that the 30 mph sign opposite the Virginia Ash is covered by trees.

**RESOLVED:** It was proposed and agreed that the clerk will report the obscured 30 mph sign and request a gully clearance and hedge-trimming schedule from the Highways department.

Geoff Jarvis joined to the meeting at 20:47.

**g. Playground Inspection reports.**

The clerk reported that repairs have been made to the log roll and the floor of the toddler unit.

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

Jean Oswick reported the following from the VHMC:

The carpet in lounge has been cleaned; the new heating system has been installed and is working; the guttering on the back of the building has been repaired; some wood cladding has been replaced; the main hall has been redecorated and the curtains refreshed. The lounge is to be decorated next. There will be a quiz with ploughmans on 7<sup>th</sup> October to raise funds for the hall. The WI are also having a quiz in January.

**7. Finance**

**a. To approve the cashbook and bank account reconciliation for May 2011 as presented.**

**RESOLVED:** The Cash Book and Bank Reconciliation for May 2011 as verified by Jean Oswick were approved and signed by the Chair.

**b. To agree and approve transfers of funds between Parish Council accounts as presented.**

The Clerk reported that a transfer of £3000.00 had been made from the deposit account to the current account in order to cover day-to-day running costs.

**RESOLVED:** The transfer as reported was approved.

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

Madasafish	Phone and Internet Services (24.04.11 to 23.05.11)	£33.65
T J Young	Repair to strimmer	£70.42
Milborne Port Computers	Website hosting and web support	£102.00
G B Sports	Repair log roll and replace floor panel on toddler unit	£510.00
George Edwards	Wages	
Terry Pulling	Wages	
Zöe Godden	Wages	
Zöe Godden	Mileage claim 05/05/11 to 27/05/11	£11.20

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

**RESOLVED:** The above accounts were approved for payment and Jean Oswick and Adam Temperton agreed as signatories.

## d.Income

Mr Raison	Allotment fees (3 & 4)	£30.00
Mr B Raison	Allotment fee (7)	£15.00
Mrs S Place	Allotment fee (19b)	£7.50
Diva Sherborne Ltd	Rent for Common Lane field	£150.00

**8. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 11<sup>th</sup> July 2011**. 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 30<sup>th</sup> June**.

Approved and signed by Chair \_\_\_\_\_

Date \_\_\_\_\_