

# HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP

Tel: 01747 826722

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

[www.henstridgeparishcouncil.org.uk](http://www.henstridgeparishcouncil.org.uk)

---

## **Draft minutes of the Parish Council Meeting held at the Henstridge Village Hall Lounge on Monday 3rd September 2012**

### **Present**

**Councillors:** Adam Temperton, Carolyn Nichols, Paul White, Sue Place, Jean Oswick and Paul Brighten.

**Clerk:** Zöe Godden

PCSO John Winfield

**There was 1 member of the public in attendance for the beginning of the meeting.**

The meeting began at 19:00

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

Apologies had been received from Simon Cullum, Geoff Jarvis, Jim Fitch and Dave Nichols.

**RESOLVED: It was proposed and agreed to accept the reasons for absence as given.**

### **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 09/07/12, 23/07/12 and 06/08/12.**

The clerk reported that there was an error in the agenda. There was no meeting on 23/07/12, so the minutes requiring approval were for meetings on 09/07/12, 25/06/12 and 06/08/12.

**RESOLVED: It was proposed and agreed to approve the minutes from the meetings held on 09/07/12 and 25/06/12; to defer approval of the minutes from 06/08/12 as Geoff Jarvis chaired that meeting and was not present.**

**RESOLVED: It was proposed and agreed to bring items 9b and 9a to this part of the meeting to allow participants to speak.**

**9b** – Linda Jones reported that she has continued to monitor the dog-fouling situation at the recreation ground. She has detected no problems. Linda thanked the council for liaising with SSDC to arrange new signs at Furge Lane. Linda told the council that she and her fellow dog-walkers were unhappy at the vandalism that has taken place at the recreation ground. Adam Temperton thanked Linda for her voluntary work for the council and asked if she would be prepared to continue to monitor the situation and report back to the council in three months' time. Linda agreed to do so.

### **19:04 – Linda Jones left the meeting**

**9a** – **PCSO John Winfield** reported the crime statistics for the area from January to June 2012. He clarified that 'Other' referred to a deer being hit by a car. He also reported the following:

- Travellers are camped at the Five Bridges layby.
- White vans have been operating in the area selling stolen power tools and other items.
- Regarding the speeding problem in Woodhayes, motorbike riders have been spoken to. They have permission from a farmer to ride their motorcycles in a nearby field but they have to push them to the field and back. John will look into the possibility of improving road markings in the area.
- There have been some reports of anti-social behaviour in St Nicholas Path.

# HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP

Tel: 01747 826722

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

[www.henstridgeparishcouncil.org.uk](http://www.henstridgeparishcouncil.org.uk)

- There have been complaints regarding broken trees in Landshire Lane. There have been difficulties discerning which force is responsible and where the county boundary lies. John asked the clerk to look into this matter.

19:07 – Caroline Rowland arrived at the meeting.

19:14 – PCSO John Winfield left the meeting.

#### 4. To consider the following planning applications:

	Application Number	Proposal	Applicant
a)	12/03141/FUL & LBC	Demolition of rear extension, amalgamation of Westwood with Larksleaze, formation of new windows and internal doorways, removal of modern staircase, modification of internal partitions, erection of an extension comprising changing rooms, swimming pool and garage and the relocation of a driveway.	Mr H DePelet, Westwood and Larksleaze, Bowden, Henstridge, BA8 0PQ
<b>RESOLVED:</b> It was proposed and agreed that, providing the listed building officer is in agreement, the council supports this application.			
b)	12/03191/FUL	Erection of a conservatory to the rear of the property.	Mr & Mrs James Randall, 7 Fountain Place, High Street, Henstridge BA8 0RA
<b>RESOLVED:</b> It was proposed and agreed that, providing the conservation officer is in agreement, the council supports this application.			

#### 5. Recent South Somerset District Council Area East decisions

	Application Number	Proposal	Applicant	Current status
a)	12/02249/COL	Application for a lawful development certificate for the proposed construction of a driveway to provide parking for two vehicles.	Mr Peter Rosling, Sundial House, Vale Street, Henstridge. BA8 0SQ	Accepted with conditions
b)	12/02247/FUL	Installation of 3 No Conservation Rooflights	Mr Peter Rosling, Sundial House, Vale Street, Henstridge. BA8 0SQ	Accepted with conditions
c)	12/02384/FUL	The removal of a window on the east elevation and replace with double glazed door and construction of steps with handrail.	Mrs S Flagg, The Annexe, St Michaels, Whitechurch Lane, Yenston	Accepted with conditions
d)	12/02590/FUL	Erection of a 3-bay carport with a storage bay	Mr & Mrs Raymond, New House At Cherry Bolberry Farm, Furge Lane, Henstridge	Accepted with conditions

**NOTED**

# HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP

Tel: 01747 826722

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

[www.henstridgeparishcouncil.org.uk](http://www.henstridgeparishcouncil.org.uk)

## 6. Planning correspondence

SSDC, Details of dismissal of an enforcement appeal at Old Orchard, Cheriton Hill, North Cheriton. BA8 0AD - **NOTED**

## 7. Matters deferred and arising from previous meetings:

- a) To agree a councillor to act as Yenston representative.

**RESOLVED:** It was proposed and agreed that Caroline Rowlands would take on this role on a temporary basis.

- b) To hear a response from Adrian Noon, SSDC Planning Officer, to the council's letter regarding outstanding planning issues. To decide any further action to be taken.

The council noted the content of the letter.

**RESOLVED:** It was proposed and agreed that the clerk should raise the issue of deadline dates on the planning website directly with the chair of AE and ward members to ask for their support.

## 8. Correspondence

a)	08/08/12	Somerset County Council	Health and Wellbeing Strategy for Somerset. To decide a councillor to complete the online survey
<b>RESOLVED:</b> It was proposed and agreed that Sue Place will complete the survey; that the clerk will email Sue the details; that councillors will send Sue any ideas for improving health and wellbeing in the parish that would benefit from funding.			
b)	18/08/12	David Rabone, Henstridge	Letter concerning problems for residents with mobility scooters and double buggies in accessing St Nicholas Path. To decide a course of action.
<b>RESOLVED:</b> It was proposed and agreed that the clerk should write to Highways to outline the problems and ask for them to be resolved; to add a request for handrails to be added to the path.			
c)	23/08/12	Karen Tunnock, Somerset County Council	Speed Indicator Device Results. To decide if the council wishes to take any action based on these results.
<b>NOTED</b>			
d)	29/08/12	Joe Williams, Henstridge Airfield	Email informing the council of the date of the next Henstridge Airfield Consultative Committee meeting.
The clerk was instructed to advertise the meeting in the parish council notice boards asking parishioners to submit any questions for the HACC meeting to the clerk in time for consideration at the next parish council meeting on 8 October.			
e)	29/08/12	Steve Fox, Landscape Officer, SSDC	Email offering free daffodil bulbs. To decide if the council wishes to apply for the free bulbs. To agree how the planting of the bulbs will be organised.
The clerk informed the council that, if the parish were to accept the offer of bulbs, these would have to be planted by volunteers as there was not the option of using parish council employees this year. Caroline Rowlands requested that Yenston be included in the bulb planting this time. <b>RESOLVED:</b> It was proposed and agreed that the clerk should attempt to acquire bulbs from this scheme; that the clerk should include reference to the bulb planting scheme in the Autumn newsletter.			

# HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP

Tel: 01747 826722

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

[www.henstridgeparishcouncil.org.uk](http://www.henstridgeparishcouncil.org.uk)

---

## 9. Council Matters

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

See above.

- b. To receive an update from Linda Jones regarding dog fouling at the recreation ground.

See above

- c. To discuss and agree meeting dates for next year. The clerk has provisionally listed the following dates:

Main Meeting	Interim Meeting
07/01/13	21/01/13
04/02/13	18/02/13
04/03/13	18/03/13
08/04/13	22/04/13
13/05/13	20/05/13
03/06/13	17/06/13
01/07/13	22/07/13
05/08/13	19/08/13
02/09/13	16/09/13
07/10/13	21/10/13
04/11/13	18/11/13
02/12/13	16/12/13

**RESOLVED:** It was proposed and agreed that the council accepts the above dates for next year's meetings.

- d. To review a draft of the September newsletter and agree any changes required before printing.

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

- e. To hear information from the clerk regarding changes to the Code of Conduct. To discuss the matter and agree to adopt a new Code of Conduct.

**RESOLVED:** It was proposed and agreed to defer adoption of the new code to the next meeting; that the clerk should circulate the draft code and changes to standing orders to all councillors.

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

Councillors reported that verges need cutting from the junction of the A357 and Marsh Lane to beyond Crossing Cottage.

- g. Playground and Skate Park Inspection reports.

No problems reported except for some vandalism to bins at the skate park.

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

# HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP

Tel: 01747 826722

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

[www.henstridgeparishcouncil.org.uk](http://www.henstridgeparishcouncil.org.uk)

**VHMC** – Jean Oswick reported that, following the fire at the Village Hall, Police say investigations have led to two young males but there is not enough evidence for them to be charged. The committee are waiting for an asbestos report to be completed after which they should be able to be informed of the cost of repairs to the building. The clerk was instructed to ask Sam Best, Chair of the VHMC to come and give an update at the next parish council meeting.

**Yenston** – Caroline Rowlands reported that there is some interest in Yenston in an effort to provide a community building. Caroline will keep the council informed of any progress.

## 10. Finance

- a. **To approve the cashbook and bank account reconciliation for August 2012 as presented.**

**RESOLVED:** The Cash Book and Bank Reconciliation for August 2012 as verified by Carolyn Nichols were approved and signed by the Chair.

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

Transfer from deposit account	Day to day running	£5,000.00
Transfer from project account	PN 49 Long reach hedge trimmer (Long term machinery fund)	£349.17
Transfer from project account	PN 48 New surfacing to swing area and repairs to see saw surfacing (Playground equipment)	£2,145.00
Transfer from project account	PN 18 Repairs to toddler unit and flat swings (Playground equipment)	£680.00

**RESOLVED:** It was proposed and agreed to approve the transfers as reported.

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

Madasafish	Broadband & Internet charge - 24.08.12 to 23.09.12	£35.35
SALC	Code of Conduct training	£50.00
Simon Cullum	Mileage for Code of Conduct training in West Camel	£22.50
T J Young	Supply strimmer cord, eyelets and two-stroke oil	£17.80
George Edwards	Salary August 2012	
Zöe Godden	Salary August 2012 & mileage	
Terry Pulling	Salary August 2012	
HMRC	Income Tax	£36.80
Henstridge PCC	Wot's On Contribution	£200.00

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

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

# HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP

Tel: 01747 826722

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

[www.henstridgeparishcouncil.org.uk](http://www.henstridgeparishcouncil.org.uk)

- 
- d. To agree an additional cheque for £54.50 for the purchase of bluebell bulbs to be planted by children from St Nicholas School in the copse at the recreation ground.

**RESOLVED:** It was proposed and agreed to approve the cheque as requested.

- e. To agree an additional cheque for £20.00 to be paid to Henstridge Parochial Church Council as a donation in return for use of the church while the village hall is closed.

**RESOLVED:** It was proposed and agreed to approve the cheque as requested.

- f. For the chair to re-sign the annual return following amendments made on the basis of the internal audit.

The chair signed and dated the form as requested.

- g. To consider a funding request from Community Justice Panel; to agree an amount the council wishes to grant.

**RESOLVED:** It was proposed and agreed to approve a £30.00 donation to the Community Justice Panel.

- h. Income

HMRC	VAT repayment	£837.07
------	---------------	---------

**NOTED.**

## 11. Personnel Issues

**For the clerk to raise a personnel issue and hear the views of the council on how to proceed.**

Due to the personal nature of this item, the meeting was closed to the public and the content will not be minuted. The clerk will keep a record of the main points of the discussion in the relevant personnel file.

**Date of Next meeting** – The next Parish Council meeting will be held on **Monday 8<sup>th</sup> October 2012**. 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> September**.