

HENSTRIDGE PARISH COUNCIL

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

Tel: 01747 826722

e-mail: clerk@henstridgeparishcouncil.org.uk

www.henstridgeparishcouncil.org.uk

Approved minutes of the Parish Council Meeting held at the Henstridge Village Hall Lounge on Monday 3rd February 2014

Present

Councillors: Adam Temperton (chair), David Nichols, Carolyn Nichols, Paul White, Simon Cullum, Sue Place, Paul Brighten, Jean Oswick, Peter Crocker and David Rabone.

Clerk: Zoe Godden

There were 0 members of the public in attendance for the beginning of the meeting.

The meeting began at 19:01.

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

Apologies had been received from Geoff Jarvis and Jim Fitch.

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

2. Declarations of Interest.

The following interests were declared:

Jean Oswick – 9d personal

Jean Oswick and Paul Brighten – 6a personal

Peter Crocker – 8e and 9d personal

3. To approve as a correct record the minutes of the previous meeting held on 13/01/14.

The clerk had omitted to include Jean Oswick in the list of attendees.

RESOLVED: It was proposed and agreed that, once Jean Oswick has been added to the list of attendees, the minutes were accepted without further amendment.

4. To consider the following planning applications or additional information for plans already considered:

	Application Number	Proposal	Applicant
a)	14/00079/COU	Change of use of B8 storage unit to B2 use class for the repair and maintenance of vehicles (Retrospective)	Mr L Dorran, Precision Clutch Centre, Shaftesbury Road, Henstridge.
There was a short discussion regarding the employment opportunities that this local business provides.			
RESOLVED: It was proposed and unanimously agreed that the parish council supports this application.			

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5. Recent South Somerset District Council Area East and appeal decisions:

	Application Number	Proposal	Applicant	Current status
a.	13/04549/COL	Application for a Lawful Development Certificate for the existing use of land for the stationing of a residential mobile home with attached porch and freestanding domestic workshop/store with associated consolidated access parking area and garden.	Mr R Vincent, Land at Styles Farm Workshop, The Marsh, Camp Road, Henstridge.	Certificate agreed
b.	13/04963/S73A	Section 73A application for the removal of condition 8 of planning approval 86319/A (Agricultural Occupancy Tie)	Little Bow, The Marsh, Henstridge. BA8 0TF	Granted with conditions

Noted.

6. Matters deferred and arising from previous meetings:

- a) **To hear an update regarding the relocation of the pinch point at Townsend from County Councillor William Wallace, Louise King (LTP Implementation Officer, SCC) and Richard Needs (Design Manager, SCC); to decide any further action to be taken.**

The council discussed the matter and noted that Geoff Jarvis had been taking the lead with this issue since it began some years ago.

RESOLVED: It was proposed and agreed to ask Geoff Jarvis to comment on the revised proposal, including how the £3500 required to remove the traffic calming from outside Townsend Farm could be raised and how to achieve the required visibility splay for the additional traffic calming elements.

- b) **To hear an update from the clerk regarding legal advice taken in relation to the recreation ground hedge.**

The clerk informed the council that the solicitor was still waiting to hear back from Land Registry. Simon Cullum requested that, when the solicitor's invoice is received, the clerk ensures that the charges are not excessive and reflect the actual work undertaken.

- c) **To decide which category of the Britain in Bloom South West competition to enter; to agree to pay any relevant entry fee.**

The clerk informed the council that Caroline Rowland had advised that entering the Pennant category would be most appropriate. There is no fee for this category. Simon Cullum expressed the view that the competition should be promoted by all available means. David Rabone added that this should include promotion at the Annual Parish Meeting.

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7. Correspondence

a.	20/01/14	Somerset Association of Local Councils	SALC Training schedule. To decide if councillors or the clerk should attend any of the courses on offer.
RESOLVED: It was proposed and agreed that David Rabone and Carolyn Nichols would attend the 'Being a Good Councillor' course at Queen Camel on 17 July 2014. Permission was granted for the clerk to attend 'The Essential Clerk Part 3', 'Budget Setting and Broader Financial Management' and 'Internal Audit and Preparing for External Audit. The clerk was instructed to email the course schedule to councillors again.			
b.	27/01/14	Paul Browning, Service Manager – Planning, Somerset County Council	For the council to note that a pre-submission Somerset Mineral Plan is to be submitted to the SCC Cabinet on 5 February; to inform the council that there are several related documents that can be accessed on the SCC website.
Noted. The clerk informed the council that an online consultation is due to take place in March or April 2014.			

8. Council Matters

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

PCSO Winfield sent his apologies.

- b. To discuss and agree a date for the next litter picking event; to discuss and agree how to advertise the event.

Adam Temperton expressed the opinion that the council should arrange three litter-picking weekends for the coming year. Simon Cullum felt that the events should be advertised as widely as possible, including in Wot's On and with roadside signs along the A30 and A357.

RESOLVED: It was proposed and agreed to hold three litter-picking weekends on the following dates: 22 & 23 March, 28 & 29 June and 6 & 7 September; the clerk was instructed to arrange suitable advertisements.

- c. To decide on a date for the clerk's appraisal.

The clerk was instructed to set a date and report back to the next meeting.

- d. To decide if the council will accept the draft terms of reference for the Parish Plan Working Group; to agree any amendments required.

RESOLVED: It was proposed and agreed to accept the terms of reference as presented. There was one abstention.

- e. To agree to instruct the clerk to obtain quotes for replacement of the chain link fence between the Ash Walk bank and the village hall car park to screen the opposite houses from car lights; to agree any further action to be taken.

RESOLVED: It was proposed and agreed that the clerk should obtain quotes for a three-foot high wooden barrier, which will be attached to the existing chain-link fence.

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- f. **PROPOSAL FROM ADAM TEMPERTON:** That the Village Hall Management Committee should be advised in writing that the parish council wishes them to approach the NFU for an insurance quotation because: 1) the time taken for repairs to the hall to be finalised has been excessive; 2) the repairs are of a poor standard; 3) the NFU uses local builders; 4) the NFU may offer better value for money.

Jean Oswick declared a personal interest in this item.

Adam Temperton explained his proposal. Simon Cullum noted that the new chair of the Village Hall Management Committee is doing a very good job, especially in dealing with the current insurance company.

RESOLVED: It was proposed and agreed that the clerk should email Mr Ackland to recommend the NFU to him for the reasons given in the proposal above.

- g. For the council to note that Bridget Hallett has applied for some free saplings from the Woodland Trust; for the council to agree that the saplings can be planted on parish council land.

RESOLVED: It was proposed and agreed that the saplings can be planted on parish council land at either the Recreation Ground or Oak Vale Woodland; it was further agreed that the exact location for planting can be decided by Simon Cullum, as the council's tree warden, and that the clerk should contact George Edwards to let him know that his help will be needed.

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

Peter Crocker noted again that many drains in the parish need to be cleared.

The following problems were also reported:

- Vehicles have been parking on the verge between Ashleaze and Coombe Cottage, Ash Walk causing it to become very muddy
- The ditch from Station Gardens to Blackmore Lane is blocked.
- The hedge in Woodhayes Way needs to be cut before the birds start to nest. This is the responsibility of Highways.

Sue Place noted that there is a wider problem with parking in the village and suggested that this is a matter that could be addressed in the parish plan.

- i. To receive playground and skate park inspection reports, and provide guidance as appropriate.

Nothing to report.

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

Nothing to report.

9. Finance

- a. To approve the cashbook and bank account reconciliation for January 2014 as presented.

RESOLVED: The cash book and bank reconciliation for January 2014, as verified by Paul White, were approved and signed by the Chair.

- b. To inform the council that the clerk authorised the repair of the cemetery shed lock, although the cost was £4.00 greater than the permitted amount for out of meeting authorisation.

Noted.

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

Madasafish	Broadband & Telephone charge - 24.01.14 to 23.02.14	£33.06
Royal British Legion	Remembrance Wreath	£30.00
3 County Locksmiths	Repair to cemetery shed lock	£54.00
T J Young	Service to mowers (x2), strimmer & hedge trimmer	£238.32
George Edwards	Salary January 2014	£68.23
Terry Pulling	Salary January 2014	£28.41
Zöe Godden	Salary and Expenses January 2014	£692.43
HMRC	Tax and NICs January 2014	£31.19

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

RESOLVED: The above accounts were approved for payment and David Nichols and Adam Temperton agreed as signatories.

- d. To agree to contribute £3612.00 towards the cost of installing a new CCTV and lighting system to the village hall.

Adam Temperton explained the system, how it will work and its areas of coverage.

RESOLVED: It was proposed and agreed that the council will contribute the amount shown above.

- e. To hear three prices for installation of broadband to the village hall; to agree which price to accept.

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Adam Temperton informed the council that their current telephone and broadband provider is Plusnet. He presented the following prices:

- British Telecom – £36.00 per month plus £126 line installation on a 24 month agreement.
- Plusnet - £26.25 per month for 24 months including line installation
- Talk Talk - £25.50 per month for 24 months. This supplier would not give an installation price over the telephone as their price is dependent on the length of the required installation.

RESOLVED: It was proposed and agreed to choose Plusnet.

Simon Cullum expressed the opinion that the council should be publicising the work they are doing to improve the village hall. Adam Temperton agreed and suggested that this should be done once the work has been completed.

f. Income

Mr & Mrs Barnes	Burial plot purchase (O1)	£ 147.00
Nicholas Cox Memorials	Biddiscombe memorial plot C41	£ 110.00
Tapper & Son Funeral Services	Plot purchase & interment fee re A M M Ponting (A52) - non-parishioner = double fee	£ 464.00

Noted.

10. Date of Next meeting – The next Parish Council meeting will be held on **Monday 3rd March 2014**. 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 20th February**.

The meeting closed at 20:03.

Approved and signed by Chair _____

Date _____