

# HENSTRIDGE PARISH COUNCIL

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

Tel: 01747 826722

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**Draft minutes of the meeting of Henstridge Parish Council held at Henstridge Village Hall Lounge on Monday 7<sup>th</sup> April 2014.**

**Present:** David Nichols (Chair), Carolyn Nichols, Simon Cullum, Peter Crocker, Sue Place, Paul Brighten and David Rabone.

**Clerk:** Zöe Godden

The meeting started at 19:06

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

Apologies had been received from Jim Fitch, Adam Temperton, Jean Oswick and Geoff Jarvis.

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

## 2. Declarations of Interest.

There were no declarations of interest.

## 3. To approve as a correct record the minutes of the parish council meetings held on 03/03/14 and 17/03/14.

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

## 4. To consider the following planning applications:

	Application Number	Proposal	Applicant
a)	14/01215/FUL	Erection of first floor extension over existing	Mrs Shirley Fowler, Station House, Blackmoor Lane, Henstridge. BA8 0SN
<b>RESOLVED: It was proposed and agreed to recommend approval of this application.</b>			
b)	14/01332/FUL	Erection of a single storey garden room extension to dwellinghouse.	Mr Jonathan Franks, The Gardens, Chapel Lane, Yenston. BA8 0NH
<b>RESOLVED: It was proposed and agreed to recommend approval of this application.</b>			
c)	14/01465/TPO	Application to carry out tree surgery works to 2 No Yew trees shown as being within G1 in the Wincanton Rural District Council (Henstridge No 1) 1974	Mr A Bull, 5 Park Road, Henstridge. BA8 0QP
The council had no comment to make.			
d)	14/01071/TPO	Application to carry out works on 7 no. trees which are included in the WRDC (Henstridge No. 1) TPO 1974	Mr M Bearcroft, 7 Park Road, Henstridge. BA8 0QP
The council had no comment to make.			

## 5. Recent SSDC Area East planning and appeal decisions.

	Application Number	Proposal	Applicant	Current status
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.	Granted with conditions

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b)	14/00409/FUL	The erection of a warehouse	Mr T Le Mesurier, Greenbest Ltd, Unit 2, The Marsh, Camp Road, Henstridge	Granted with conditions
c)	14/00410/FUL	Removal of portions of flat roof and replacement with pitched roofs	Mr and Mrs Ball, 1 Meadow Close, Henstridge. BA8 0SY	Granted with conditions
d)	14/00901/TPO	Application to carry out tree surgery works to Yew trees, part of a group known as WRDC (Henstridge No. 1) TPO 1974	Mr E Beaney, 9 and 7 Park Road, Henstridge. BA8 0QP	Granted with conditions
e)	APP/R3325/C/13/2 205234	Breach of control relating to use of land for motor sports	Mr Geoff Jarvis, Land at Henstridge Airfield, Henstridge. BA8 0TN	Dismissed

**Noted**

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

- (i) **To hear the content of a letter from Dyne Drewett Solicitors relating to the covenants on the recreation ground; to decide any further action to be taken.**

The clerk explained that the solicitor had confirmed that the covenants were enforceable, meaning that the hedge must be maintained as it is, unless it needs to be removed due to poor health.

Simon Cullum reiterated his view that the council needs to ensure that it is protected against claims that may arise from any future potential damage to neighbouring properties.

The clerk was instructed to obtain quotes for the ongoing maintenance of the hedge.

- (ii) **To hear an update from Geoff Jarvis on the Traffic Calming scheme on the A357 Stalbridge Road; to decide any further action to be taken.**

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

- (iii) **To inform the council that War Memorials Trust has awarded a grant of £1638.00 towards the cost of renovating the War Memorial.**

**Noted**

- (iv) **To hear a summary of the litter picking event that took place on 29 and 30 March.**

The clerk reported that Saturday 29 was quite successful with several people attending. However, only the chairman attended on Sunday.

The council noted that the event was not very well publicised and felt that attendance would be higher next time if the event was advertised more widely.

- (v) **Letter from John Osman, Leader of Somerset County Council: Request for a donation to the Somerset Levels Relief Fund; to decide if and how much the council would like to donate.**

**RESOLVED:** It was proposed and agreed to grant £35.00 to this cause.

**Peter Crocker abstained from voting and asked for this to be noted in the minutes.**

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## 7. Correspondence

a)	04/03/14	Paul Browning, Service Manager, Planning Policy, Somerset County Council	Invitation to respond to the pre-submission Minerals Plan.
Peter Crocker reminded the council that arsenic was known to be present in the ground near Cherry Bolberry Farm.			
<b>RESOLVED: It was proposed and agreed that Sue Place would respond to the plan on behalf of the council.</b>			
b)	04/03/14	Steve Barnes, Young People's Officer, South Somerset District Council	Invitation to attend a workshop to help set up a Playday or Playscheme on 8 May; to decide who will attend.
<b>RESOLVED: It was proposed and agreed that the clerk may attend.</b>			
c)	12/03/14	Katherine Tyson, Traffic Technician, Somerset County Council	For the council to note the proposed Traffic Regulation Order for the A357 Stalbridge Road; to decide any action to be taken.
<b>Noted</b>			
d)	21/03/14	Robert Parr, Senior Play and Youth Facilities Officer, South Somerset District Council	For the council to note confirmation of a revenue contribution toward maintenance of the play area; to decide any action to be taken.
The clerk was instructed to ensure that these funds are earmarked for play area maintenance only.			
e)	26/03/14	Oliver Woodhams, Strategic Manager, Traded Services, Somerset County Council	For the council to note a letter proposing the closure of Wincanton Register Office; to decide any action to be taken.
There was some general discussion about the reasons for closure and the locations of other registry offices.			
Sue Place informed the council that Wincanton Registry Office serves a large area and an increasing number of families in Wincanton that do not have transport. More housing is planned, which will increase the population again. The council thought that registry office services could be offered at another location in the town, such as the Children's Centre, as this serves 1500 under 5s in Wincanton. This would allow SCC to save on overheads, but would allow the service to continue in Wincanton.			
The clerk was instructed to reply with the above information and asking for a more imaginative solution.			
f)	Various	Victim Support, South Somerset Citizens Advice Bureau and Life Education Wessex	For the council to note receipt of thank you letters from these organisations for the grants sent last month.
<b>Noted</b>			

## 8. Council Matters

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

Report attached to these minutes.

### c. To hear an update on the work of the Parish Plan Steering Group.

Simon Cullum reported that the Parish Plan Steering Group had had a meeting on 31 March. Simon had been voted as the chair of the group. The first consultation event is to take place on 22 May to collect opinions under broad headings. A budget has been put together for the entire project and the group will be asking the parish council to contribute 50% of this at the next meeting. Simon asked for any available councillors to help at the consultation event. He informed members that the WI will be managing refreshments. There will be robust advertising.

### d. To confirm that the clerk's appraisal will take place on 19 May; to decide further action to be taken.

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Councillors were asked to submit any relevant information to Adam Temperton by 5 May.

- e. **To discuss and agree details for the organisation of the Annual Parish Meeting to be held on Monday 12 May, including provision of refreshments, items for the agenda, invitees, venue and any other details.**

Carolyn and David Nichols agreed to help with refreshments. Peter Crocker suggested that we hold a raffle with councillors donating prizes.

- f. **To discuss the quality of the grass cutting at the recreation ground; to agree to obtain quotes for this work; to agree the specification as presented; to agree any further action to be taken.**

The matter was discussed and the clerk was instructed to gather quotes from the following organisations:

SCC quote – ask who does the school

SSDC quote

Steve Lovell – [REDACTED]

Cricket club

Somerset Landscapes

K M Dike

- g. **To inform the council that the new broadband telephone line will be installed at the village hall on 10 April.**

**Noted**

- h. **To consider forming an Outdoor Spaces committee; to agree terms of reference and number of members; to agree any further action to be taken.**

**RESOLVED:** It was proposed and agreed to form an Open Spaces Committee; that Peter Crocker, Carolyn Nichols, Simon Cullum and Adam Temperton will sit on the committee.

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

The clerk was instructed to find out who the transport/highways portfolio holder is f and to write to them to express the council's feeling that the parish is not receiving a good enough service from County Highways.

The clerk was instructed to report the following highways faults:

- Steps at Old Station Gardens near the bridge have eroded so the steps are much deeper than they ought to be – dangerous.
- Road surface in Oak Vale Lane has lots of pot holes.

- j. **To receive any matters of import from the Playground Inspection reports.**

Nothing to report.

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

Nothing to report

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## 9. Finance

- a. To hear three quotes for repainting the skate park; to decide which quote to accept.

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

- b. To agree the clerk's annual pay rise from £10.04 per hour to £10.30 per hour, to take effect from 1 April 2014.

**RESOLVED:** It was proposed and agreed to make this payment from the 1 April.

- c. To consider paying the clerk £10.00 per month as a contribution towards costs associated with the use of her home as an office.

**RESOLVED:** It was proposed and agreed to make this payment from the 1 April.

- d. To consider freezing cemetery, allotment and land rent fees for the year 2014/15.

**RESOLVED:** It was proposed and unanimously agreed to raise the fees by 4%.

- e. For the council to note receipt of external audit papers from Grant Thornton relating to the 2013/14 tax year.

Noted.

- f. To decide if the council wishes to make a grant to the NSPCC; to decide an amount and sign a cheque if required.

**RESOLVED:** It was proposed and agreed that the council will not give a grant to this organisation.

Paul Brighten abstained from voting and asked for this to be recorded in the minutes.

- g. To decide if the council wishes to renew its membership to CPRE at the increased cost of £36.00; to sign a cheque if required.

**RESOLVED:** It was proposed and agreed that the council does not wish to continue with this subscription.

- h. To decide if the council wishes to renew its membership to the Community Council for Somerset; to sign a cheque if required.

**RESOLVED:** It was proposed and agreed that the council does wish to continue with this subscription and a cheque for £35.00 was signed accordingly.

- i. To decide if the council wishes to renew the anti-virus security for the clerk's computer; to sign a cheque if required.

**RESOLVED:** It was proposed and agreed to renew the anti-virus security for two years and a cheque for £50.99 was signed accordingly.

- j. To approve the cashbook and bank account reconciliations for February and March 2014 as presented.

**RESOLVED:** The cash book and bank reconciliation for February and March 2014, as verified by Simon Cullum, were approved and signed by the Chair.

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

**RESOLVED:** It was proposed and agreed to approve the transfer of £10000.00 from the deposit account to the current account to cover day-to-day expenses.

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

Madasafish	Telephone and Broadband 24.03.14 to 23.04.14	£35.38
SALC	Membership renewal 2014/15	£442.36
Ben Stretton	Hedge Trimming 2014	£480.00
Ben Stretton	Hedge Trimming 2013	£480.00
Ben Stretton	Clearance work at allotment site	£720.00
Stalbridge Building Supplies	2 x 6 foot fence panels to replace those blown down at the allotment site	£52.92
Henstridge Cricket Club	Grass cutting 2013/14, second instalment	£756.89
George Edwards	Salary March 2014	£68.23
Terry Pulling	Salary March 2014	£28.41
Zöe Godden	Salary and expenses March 2014	£782.88
HMRC	Tax and NICs March 2014	£31.19

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

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

## m. Income

Peter Jackson Funeral Services	Interment Fee - K P DICKSON plot F35	£85.00
Henstridge Village Hall	Contribution to CCTV installation	£1,000.00
Miss L Mason	Allotment fee 2014-15, plot 8	£15.00
S Folkes Memorials	Memorial fee, PH SAUNDERS, plot Ashes 21	£54.00
John Guppy Memorials	Memorial fee, GDW CROCKER, plot H18	£110.00

**Noted**

**Date of Next meeting** – The next Parish Council meeting will be held on **Monday 12<sup>th</sup> May 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 Monday 28 April.

**The meeting ended at 20:36**



**Zöe Godden  
Parish Clerk**