

HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP Tel:
01747 826722

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Approved minutes of the Parish Council Meeting held at the Henstridge Village Hall Lounge on Monday 2nd June 2014.

Present

Councillors: Adam Temperton (chair), Dave Nichols, Carolyn Nichols, Sue Place, Paul Brighten, Jim Fitch and Peter Crocker.

Clerk: Zöe Godden

Other: Linda Jones

The meeting commenced at 19:00

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

Apologies had been received from Simon Cullum, Jean Oswick and Tim Inglefield

RESOLVED: It was proposed and agreed to accept the reasons for apology as presented.

2. Declarations of Interest.

Sue Place declared a personal interest in item 4b.

3. To approve as a correct record the minutes of the previous meeting held on 03/03/14, 17/03/14, 22/04/2014 and 12/05/2014.

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

It was **agreed** to move item 8b to this point in the meeting to allow Linda Jones to speak.

Linda reported that the recreation ground is on good condition, although this is the time of year when standards start to slip. There has been quite a lot of litter on the recreation ground but this has been cleared up. Fouling in Marsh Lane has improved. The dog bin was full but Linda said that she had reported this to SSDC. In general, the roads around the village have been much better.

The dog training that had been organised had not been very successful as the organiser is difficult to contact. The costs of putting on the training had increased because mats have to be put down. These cost around £500 to purchase. Mrs Thompson has offered the use of a corner of her property. Not many people attended the dog behaviour training.

19:04 – Linda Jones left the meeting

4. To consider the following planning applications:

	Application number	Proposal	Applicant details
a)	14/01979/FUL	Ground floor extension and extension to existing conservatory (revised application - roof line)	Mr A Simpson, Hedgerow, Southmead Lane, Henstridge. BA8 0RJ
RESOLVED: It was proposed and agreed that the parish council supports this application.			
b)	14/01745/FUL	Demolition of existing boundary wall and re-instatement in original position; erection of metal pergola incorporating porch canopy attached to house.	Mr Mark Leonard, Spring House, Vale Street, Henstridge. BA8 0SQ
The council discussed the application. Adam Temperton noted that the property is a five-bedroom house and that this application will reduce the number of off-road parking spaces from 3 to 2. Sue			

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Place felt that this should not be a problem because only one person lives in the house and there is usually only one vehicle associated with the property. Adam said that, although only one person lives there now, the number of bedrooms means that, in the future, more parking spaces are likely to be needed, for example, if a couple moved in with teenage children. It was also noted that on-street parking is limited in Vale Street already.

RESOLVED: It was proposed and agreed that the parish council cannot support this application in its current form because of the loss of one of the three currently available parking spaces to this five-bedroom property. If revised plans were submitted that did not lose any parking spaces, the council might be minded to support it. The council is happy with the other elements of the application, as long as the Conservation Officer is in agreement.

All in favour except Sue Place, who abstained from voting.

5. Recent SSDC Area East planning decisions:

	Application number	Proposal	Applicant details	Current status
a)	14/00360/FUL	Erection of a free range egg unit associated packing area and feed bins	M B Crocker Ltd, Landshire Foods, Landshire Lane, Henstridge	Granted with conditions
b)	14/01215/FUL	Erection of first floor extension over existing	Mrs Shirley Fowler, Station House, Blackmoor Lane, Henstridge. BA8 0SN	Granted with conditions
c)	14/01332/FUL	Erection of a single storey garden room extension to dwellinghouse.	Mr Jonathan Franks, The Gardens, Chapel Lane, Yenston. BA8 0NH	Granted with conditions

Noted.

6. Matters deferred and arising from previous meetings:

- a. To agree representatives for the Village Hall Management Committee, HALT, HACC and Youth.

RESOLVED: It was proposed and agreed that the same members would continue to represent the council in the coming year; it was further agreed to keep the Yenston representative role vacant for the time being, until the vacant councillor post has been filled.

Representatives of the Parish Council 2014 - 15

Footpaths Representative	Simon Cullum
HALT	Paul Brighten
Henstridge Airfield Consultative Committee	Adam Temperton
Highways/Drains Representatives	Peter Crocker
Somerset Association of Local Councils	David Nichols
Tree Warden	Simon Cullum
Village Hall Management Committee	Jean Oswick
Yenston Representative	Vacant
Youth Representative	Sue Place

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- b. 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 and for the clerk to contact Geoff to find out about any progress made.

- c. To review the representatives of the council to other groups and agree any changes.

Dealt with above in item 6a.

7. Correspondence

a)	20/05/14	Angela Cox, Democratic Services, SSDC	Invitation for councillors to attend Chaining Skills Training on Monday 16 June; to decide if any members wish to attend.
RESOLVED: It was proposed and agreed that Adam Temperton, David Nichols and Sue Place would attend the training.			
b)	23/05/14	Sue Mountstevens, Police and Crime Commissioner, Avon & Somerset Police	To note receipt of the refreshed Policing Plan 2014-17.
Noted.			
c)	23/05/14	Sarah Hooper, Senior Road Closure Technician, SCC	To note receipt of a notification of road closure at Wheathill Lane, Milborne Port.
The clerk was instructed to forward the details to Adam Temperton so he can print colour copies for the notice boards.			
d)	23/05/14	Mike Petheram, Yenston	Letter raising concern over conduct at the Annual Parish Meeting on 19 May; to decide how to respond and any further action to be taken.
The clerk read the email. Adam Temperton said he would apologise to Mr Ackland. There followed a lengthy discussion about the purpose of the Annual Parish Meeting and consideration was given to making future meetings more engaging for members of public who attend. The clerk was instructed to reply to Mr Petheram, ensuring that it is understood that councillors are unpaid volunteers and that the Annual Parish Meeting is not the correct place to engage with the parish council on council matters. Any council business should be reserved for the 12 ordinary council meetings held during the year. The Annual Parish Meeting is sponsored by the parish council only. It is a forum for sharing information about the activities of local groups. The clerk was further asked to explain that the public can contact the clerk in advance if they want a matter to be put on the agenda for the Annual Parish Meeting, but that no decisions can be made. Matters will be noted and taken forward to the next ordinary parish council meeting.			

8. Council Matters

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

Adam Temperton reported that PCSO Winfield may soon be returning to work after a period of sick leave.

- b. To receive a report from Linda Jones regarding her monitoring of the dog-fouling situation at the recreation ground and other locations.

Dealt with after item 2 above.

- c. To note the need to make emergency repairs to the tarmac in the village hall car park and the clerk's action in relation to this matter.

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RESOLVED: It was proposed and agreed that the council authorises the clerk to go ahead with the emergency repair as per the quote presented. The clerk was further instructed to seek two additional quotes for the new pathway to the play area and to examine the budget to find out if the work can be completed within the annual budget.

- d. **To consider depositing parish records with historic value at the Somerset Heritage Centre in Taunton.**

RESOLVED: It was proposed and agreed that the clerk can make arrangements to deposit relevant records at Taunton by the end of July at the latest; that this should be advertised in the Wot's On magazine.

- e. **To hear an update on the parish plan consultation event from the clerk.**

An email from Simon Cullum is attached to the minutes, giving details of the progress to date.

Sue Place added that the success of the Parish Plan consultation shows that events can capitalise by coinciding with elections.

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

It was noted that the 20mph scheme outside the school has not been completed to the specification shared with the council. The clerk was instructed to take this up with Louise King at SCC.

Sue Place noted that some stiles on rights of way have been reinstated

Paul Brighten reported that some repair work had been carried out on the railway bridge in Landshire Lane.

Peter Crocker reported the following:

- The traffic lights in Yenston Dip are covered by overgrowing foliage.
- The road surface at Coombe dip has several pot holes that require attention.
- The pavement surface between Dovecot and Coach House on Ash Walk is pitted and requires repair

Adam Temperton requested that long outstanding highways issues are reported to the SCC Portfolio Holder.

Peter Crocker asked the clerk to find out when the drains in the parish will be cleared.

- g. **To discuss any matters arising from playground and skate park inspection reports and agree any actions arising.**

The clerk had nothing to report. Adam Temperton asked if George Edwards could be asked to empty the bins at the skate park more regularly.

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

None of the representatives had anything to report.

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9. Finance

- a. To approve the cash book and bank account reconciliation for May 2014 as presented.

RESOLVED: It was proposed and agreed to defer this matter because the clerk had not received the bank statements.

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

There were no transfers to report.

- c. To consider a revised quotation for some of the works to the war memorial.

RESOLVED: It was proposed and unanimously agreed to accept the revised quotation as presented.

- d. To consider a request from the Village Hall Management Committee for the parish council to pay the village hall insurance premium.

RESOLVED: It was proposed and agreed to pay the whole premium this year, but to limit the parish contribution to 75% of the total cost in 2015. The clerk was instructed to write to the village hall committee to inform them of this decision and to ask for sight of their end of year accounts for the financial year 2013/14.

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

Madasafish	Telephone & Broadband 24/05/14 to 23/06/14	£55.39
David Nichols	Refreshments for Annual Parish Meeting	£5.84
Milborne Port Computers	Domain hosting with email & website maintenance	£150.00
Lightatouch Internal Audit Services	Half year financial records audit	£195.00
Ring Street Filling Station	Fuel for mowers	£27.64
Simon Cullum	Reimbursement for Parish Plan t-shirts, refreshments, leaflets and signs	£285.17
Henstridge WI	Management of refreshments at Parish Plan Consultation event.	£100.00
Wot's On Henstridge	Full page advert - parish plan consultation	£80.00
Mike Petheram	Reimbursement for Parish Plan easel materials	£31.72
CLP	Parish Plan stationery	£62.97
Staff	Salaries May 2014	£1,006.46
HMRC	Tax and NICs May 2014	£57.88

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

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

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10. Income

Henstridge Village Hall	Peppercorn rent 2014/15	£1.00
Dennis Coffin	Allotment fees 2014/15 - plot 4a	£7.50
Mr A Beaney	Allotment fees 2014/15 - plots 4b & 6c	£12.50
Mr K Raison	Allotment fees 2014/15 - plots 3 & 4	£30.00
Mrs C Blakesmith	Allotment fees 2014/15 - plot 11	£15.00
Peter Jackson Funeral Services	Interment fee for S Barnes - plot O1	£85.00
Ms S Rayment	Allotment fes 2014/15 - plot 9	£15.00
Mrs Dimishky	Allotment fees 2014/15 - plot 2b	£7.50
Mr Ring	Allotment fees 2014/15 - plot 3a	£7.50
Mr Sekers	Allotment fees 2014/15 - plot 19a	£7.50
Mrs Norris	Allotment fees 2014/15 - plots 5 & 6	£30.00
Mr Pike	Allotment fees 2014/15 - plot 2a	£7.50
Mr Hunt	Common Lane Field rent 2014/15	£150.00
Somerset County Council	Grant for Sport50 club - run by Ann Frost - ring-fenced funds, separate sheet to be used in addition to cashbook	£500.00

Noted.

11. Date of Next meeting – The next Parish Council meeting will be held on **Monday 7th July 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 19th June**.

The meeting closed at 20:15.

Approved and signed by Chair _____

Date _____