

HENSTRIDGE PARISH COUNCIL

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

Tel: 01747 826722

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www.henstridgeparishcouncil.org.uk

Approved minutes of the Parish Council Meeting held at the Henstridge Village Hall on Monday 1st July 2013.

Present

Councillors: Adam Temperton (Chair), Paul White, Jean Oswick, Caroline Rowland, Sue Place, Peter Crocker & David Rabone.

Clerk: Zöe Godden

There were 0 members 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 Paul Brighten, Geoff Jarvis, Jim Fitch, Dave Nichols and Carolyn Nichols

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

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 03.06.13.

RESOLVED: It was proposed and agreed that the minutes be accepted without amendment.

4. To consider the following planning application:

Application number	Proposal	Applicant details
13/02279/FUL	The erection of a first floor extension above existing utility room.	Mr D Faber, Rose Cottage, Southmead Lane, Henstridge. BA8 0RJ

RESOLVED: It was proposed and agreed that the council accepts this application as per the plans.

5. Recent South Somerset District Council Area East decisions

Application number	Proposal	Applicant details	Current status
13/01845/COL	Application for a Lawful Development Certificate for the proposed installation of a roof mounted PV system.	Mr P Crocker, Poultry Farm, Landshire Lane, Henstridge. DT10 2RY	Accepted with conditions
13/01315/FUL	Erection of a coach port.	Mr M Withers, Lewis Coaches (Stalbridge) Ltd, The Garage, Henstridge Trading Estate, Marsh Lane, Henstridge.	Accepted with conditions

Noted

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6. To consider any recent appeal decisions and decide any further action to be taken:

Appeal number	Proposal	Applicant details	Decision
APP/R3325/A/12/ 2188518/NWF	Appeal relating to planning application 12/01887/OUT - Proposed erection of seventeen two-storey dwellings with associated garaging and parking areas.	Mr D Kimber, Land at Furge Lane, Henstridge. BA8 0RS	Appeal allowed.
The council discussed the matter and agreed that, if a full planning application is received, it will have to be scrutinised closely. The clerk was instructed to send a repeat of the previous objections to the appeal inspector.			

7. Matters deferred and arising from previous meetings:

(i) To hear a report from Sue Place on the South Somerset Together Annual General Meeting.

The clerk informed the council that this event takes place tomorrow and was put on the agenda in error.

(ii) To decide any projects the council wishes to nominate for possible completion by the Community Payback scheme.

RESOLVED: It was proposed and agreed that the council will nominate the following areas:

- Furge Lane phone box area – clearance of weeds and general tidying
- St Nicholas Path – weeding the length of the path
- Village Hall car park – weeding around the car park and village hall

(iii) To decide any specific items of work that can be requested from Streetscene, as per Chris Cooper's suggestion at the last meeting.

RESOLVED: It was proposed and agreed that the following works should be requested:

- Road sweeping in the Townsend area near the pinch point on the A357
- Road sweeping and cutting back of foliage on the High Street, A357 near Woodhayes Court.

(iv) To hear a report from Simon Cullum or David Nichols on the SSDC Chairmanship training recently attended.

Simon reported that the event, held at the Innovation Centre, Yeovil, was well run and well attended. Graham Russell, a previous head of democratic services at Bath and North East Somerset, was a very good speaker. Simon recommended the event to everyone. Topics covered included: roles and responsibilities and rights of the chairman, key preparation points, processes (small councils and large), managing the public and public disruption. The event was suitable for anyone on a council.

(v) To hear an update from Highways regarding a date for work to the cycle hoops at St Nicholas' Path.

The clerk informed the council that the work had been delayed by Highways but that they had said they would get to it as soon as possible. Peter Crocker pointed out that the trees at the church end of the path need to be trimmed back to allow more light in. Simon Cullum (Tree Warden) agreed to look at the trees and advise on the best course of action.

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The clerk was instructed to request the intervention of William Wallace to achieve the completion of this work.

(vi) To hear an update on the Henstridge In Bloom preparations; to decide any further action to be taken.

Caroline Rowland informed the council that a judge would be coming to Henstridge on Wednesday 10 July to be taken around the village. Simon Cullum, Caroline Rowland and the clerk will meet him at the Virginia Ash and take him on a circuitous route to the following locations: St Nicholas School garden, Blackmoor Lane, Coffin's Wood, the orchard at Quiet Corner Farm, Allotments, St Nicholas path, recreation ground, back to the Virginia Ash. Caroline is hoping to get press involved. The plan is to use feedback from this year to make improvements so we can enter again next year. The clerk was instructed to add this matter to the next agenda so the council could get feedback from the day.

8. Correspondence

a	10/06/13	Charlie Coward, Healthy Lifestyles Officer, South Somerset District Council	Information regarding the Sport50 project. To decide if the council wishes to promote this project in Henstridge and any further action to be taken.
<p>The clerk informed the council that she will be meeting a representative from SSDC on Friday 5th July to discuss the scheme and asked if the council would be willing to pay for hire of the hall to enable SSDC to put on these free taster sessions.</p> <p>The council discussed the matter and agreed to pay for the hall costs. The clerk was given the go-ahead to make all the necessary arrangements.</p>			
b	15/06/13	David Trott, Chairman of Henstridge United Football Club	To inform the council that the football club has completed clearance of the recreation ground shed,
Noted.			
c	17/06/13	Kirstie Brown, Senior Youth & Community Worker, Somerset County Council	To inform the council of the availability of grants for youth work projects; to decide any further action to be taken.
<p>The council agreed that youth provision should be considered in the parish plan, which is still in the early stages of development.</p>			
d	24/06/13	Mrs P Thompson, Henstridge	To hear a letter from Mrs Thompson requesting the council's support in enlarging the conservation area to include the orchard at Quiet Corner Farm; to decide any further action to be taken.
<p>The clerk reported that she had discussed this matter with Andrew Tucker, the conservation officer at SSDC. SSDC would not make an amendment to the conservation area without first reviewing the whole area to ensure that all necessary changes were dealt with together. In order to initiate a review, the parish council should approach SSDC giving reasons why the review is required. These reasons should be of architectural and/or historical interest. It is a good idea to include these in a neighbourhood plan if there is one. Once the council has made the initial contact, SSDC would investigate the proposed amendments and, if they are in agreement, they would make the necessary changes and submit the new document to Area East for endorsement.</p> <p>Simon Cullum informed the council that he had spoken to Philip Paulton, SSDC tree officer. He will ask for tree protection orders (TPOs) for the orchard. The clerk was instructed to write to Mrs Thompson to inform her that the TPO application has been made, although this is only an application and not a guarantee as Mr Paulton has stated that the cost of TPOs can be as much as £400.00 per tree.</p> <p>Adam Temperton suggested that revisions to the neighbourhood plan and the conservation area could be achieved as part of the parish plan.</p> <p>There was some further discussion and some members expressed the wish to start the process of revising the</p>			

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conservation area as soon as possible, without waiting for the parish plan process. The clerk was instructed to write to SSDC to ask for the full, formal process, including details on what is required from the parish council.

Some of the reasons for requesting a review were discussed and included: this request from Mrs Thompson, that the current area is outdated, that there was a lack of understanding of the process when the original area was decided, that some important historical buildings are excluded and that important cultural aspects are omitted.

Peter Crocker noted that a link to the conservation area could be added to the parish council website. The clerk was instructed to find out if this is possible.

The clerk instructed to write to SSDC as per the above points.

e	24/06/13	Mrs L Morland, Vice-chair of PTA, St Nicholas School	To hear information relating to a fete being organised by the PTA; to decide if the council wishes to make a contribution towards running costs and, if so, to agree an amount.
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The matter was discussed. The council was in support of the village fete but felt that an advertisement in the Blackmore Vale Magazine may not be the best way to promote the event. Councillors suggested that signs by the side of the road are often the most effective means of advertising local events. SSDC is happy for roadside signs as long as they are for local events and are removed within 24 hours of the event. Sue Place also suggested that local radio stations offer free advertising.

RESOLVED: It was proposed and agreed to give a grant of £35.00 and for the clerk to write to the organisers with details of how to apply for a larger grant in future years. The clerk was also asked to pass on the suggestions for future advertising.

8. Council Matters

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

Adam Temperton reported that the PCSO intends to attend the next meeting.

b. To discuss the recent dog fouling incident near Plott Lane; to hear an update on the subsequent siting of a dog bin in the area; to discuss any further action to be taken, including the potential to relocate a bin from the recreation ground to another location in the village.

The matter was discussed. Some councillors felt that the incident was a good way of bringing attention to the dog fouling that takes place in this area of the village. Other councillors pointed out that the council had already arranged for a new dog waste bin to be sited near here and that the incident had taken up a lot of time (clerk, chairman and SSDC).

Sue Place informed the council that the new bin is full already and the clerk was instructed to contact SSDC to ensure it has been added to the emptying schedule.

RESOLVED: It was proposed and agreed to move the dog waste bin from the Playingfield Close entrance to the recreation ground to the junction of Vale St and Brook Lane. The clerk was instructed to ensure that this new location was added to the SSDC collection route. The clerk was further instructed to ensure that a sign is put on the remaining bin at this location informing people that it can be used for dog waste.

David Rabone thanked Adam Temperton for clearing up the dog waste.

c. To decide if the council wishes to organise another litter picking day and agree any specific details.

RESOLVED: It was proposed and agreed to hold two litter pick sessions on 17 and 18 August between 11am and 1pm; to advertise the event with posters in the shop, pubs and

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village hall; that the clerk should arrange to borrow litter picking equipment from SSDC; that the clerk should make provision in next year's budget for the council to purchase more of their own litter picking equipment.

- d. **PROPOSAL from Jim Fitch: That parish council meetings should start at 6.30pm, instead of 7pm.**

RESOLVED: It was proposed and agreed to keep meeting start times at 7pm.

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

Nothing to report.

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

Peter Crocker reported that the same problems as reported in previous meetings, had not been dealt with.

RESOLVED: It was proposed and agreed that the clerk should meet with Peter Crocker to identify the problem areas; that the clerk should invite County Councillor William Wallace to attend a future meeting to ask for his help in tackling these problems.

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

Tree Warden – Simon Cullum reported that TPOs have been requested for the significant trees at the recreation ground. The area under the large London Plane has not been mown for some time to reduce compacting of earth and roots, however, this area will be cut after the In Bloom judging. Simon further reported that he has been approached by several members of the public in relation to the lellandii trees at the recreation ground. These people are keen for the whole length of the boundary hedge to be replaced with native species, as per the 50m section near the village hall car park. The clerk was instructed to put this matter on the next agenda for consideration by the council. Adam Temperton pointed out that provision would have to be made to prevent balls entering gardens until any new hedge has reached its full height.

9. Finance

- a. **To approve the cashbook and bank account reconciliation for June 2013 as presented.**

RESOLVED: The Cash Book and Bank Reconciliation for June 2013 as verified by Paul White were approved and signed by the Chair.

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

£3000 had been transferred from the deposit to the current account to cover day to day running costs.

RESOLVED: It was proposed and agreed to accept this transfer.

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

Madasafish	Broadband & Telephone charge - 24.06.13 to 23.07.13	£34.13
Henstridge Village Hall	Hire of hall for meetings	£27.62
CLP Ltd	Stationery	£36.29
Canon UK Ltd	Printer hire agreement	£29.75
George Edwards	Salary June 2013 and expenses	██████████
Terry Pulling	Salary June 2013	██████████
Zöe Godden	Salary June 2013 and expenses	██████████
HMRC	Income Tax June 2013	£22.80
T J Young	Repair to strimmer	£85.69
T J Young	Supply of strimmer cord	£18.02

The clerk was instructed to speak to George Edwards to find out if the strimmer needs replacing. All the cheque values were verified against the invoices presented by Sue Place and the invoices signed as a correct match.

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

d. Income

Peter Jackson Funeral Services	Interment fee - D J Dennis, plot E28	£47.00
Mr G Harris	Allotment fees 13/14 - plot 10	£15.00
Mr J Le Sueur	Allotment fees 13/14 - plot 15	£15.00

Noted

e. To agree the clerk's pay rise from £9.591 to £9.941 per hour, with effect from 1st August 2013, due to successful completion of her CiLCA portfolio.

RESOLVED: It was proposed and agreed to approve the clerk's pay rise.

f. To hear three quotes for a new skip supplier; to decide which quote to accept.

RESOLVED: It was proposed and agreed that the council wishes to accept the quote from Southwold for a skip, but not for the wheelie bin. The clerk was instructed to monitor the situation and report back on how well this new contractor is performing.

g. To hear a request for a grant from South Somerset Accessible Transport; to decide an amount to allocate.

RESOLVED: It was proposed and agreed to grant £35.00 and for the clerk to write ton advise of the procedure and timescale for accessing larger grants.

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- h. To decide if the council wishes to purchase a copy of the 9th edition of 'Local Council Administration' (also known as the yellow book) at a cost of £63.00.

RESOLVED: It was proposed and agreed that the council should purchase this publication.

Date of Next meeting – The next Parish Council meeting will be held on **Monday 5th August 2013**. 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 25th July.**

Approved and signed by Chair _____

Date _____