

# HENSTRIDGE PARISH COUNCIL

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**Draft minutes of a meeting of Henstridge Parish Council at Henstridge Village Hall on Monday 1<sup>st</sup> February 2016 from 7.30pm.**

**Present:** David Nichols (Chair), Ken Courtenay, Peter Crocker, Simon Cullum, Dennis Finch, Richard Kaskow, Carolyn Nichols, Barry Paginton and Sue Place.

**Clerk:** Zöe Godden

**Also present:** Michael Player

**The meeting started at 19:30.**

**1. To receive any apologies for absence**

Apologies had been received from John Graham and Michael Petheram.

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

**2. To receive any declarations of interest in items on the agenda**

Peter Crocker declared a personal interest in item 5a.

**3. To approve as a correct record the minutes of the previous meeting held on 4<sup>th</sup> January 2016.**

**RESOLVED: It was proposed and agreed to approve the minutes as presented.**

Peter Crocker and Simon Cullum abstained from voting as they were not present at the previous meeting.

**4. To agree to co-opt a new member of the Parish Council to fill the one vacancy.**

There were two eligible candidates for co-option. These were David Rabone and Michael Player. Voting was by a show of hands. David Rabone received one vote and Michael Player received 7 votes.

**RESOLVED: That Michael Player is co-opted onto the Parish Council.**

Michael Player joined the other members around the table and completed his Declaration of Acceptance of Office form, which was witnessed by the Clerk.

**5. To consider the following planning applications:**

	<b>Application number</b>	<b>Proposal</b>	<b>Applicant details</b>
<b>a.</b>	16/00171/FUL	Conversion of redundant agricultural building into ancillary accommodation.	Mrs M Dyer, The Laurels, Whitchurch Lane, Henstridge. BA8 0PA
The differences between this application and the previous submission were discussed. Members asked for clarification over the use of the word "ancillary".			

**RESOLVED:** It was proposed and agreed that the Parish Council does not object to this application but wishes to see a S106 agreement drawn up to tie the new dwelling to The Laurels to ensure it remains as ancillary accommodation in the future. The Parish Council also request clarification on the use of the word “ancillary” in the description of this application. Was it the intention that the converted barn will form an annexe to The Laurels, or was it intended that the converted barn could be sold separately at a later time?

Peter Crocker abstained from voting.

**6. Recent SSDC Area East planning decisions:**

	Application number	Proposal	Applicant details	Current status
a.	15/05314/ADV	The display of 2 No non illuminated signs. 1 No on a gate and 1 No on a fence.	Mrs Debbie Warmes, 2 Yenston Hill, Henstridge. BA8 0NA	Granted with conditions
b.	15/05533/COL	Application for a Certificate of Lawfulness for the existing use of bungalow (C3)	Mr & Mrs R Jenkins, Bungalow at Bow Bridge Works, The Marsh, Camp Road, Henstridge.	Certificate issued

Noted.

**7. To consider commenting on a recent Enforcement Appeal relating to:**

	Application number	Proposal	Applicant details	Current status
	13/04561/FUL	Retention of 3no. Mobile homes (Retrospective)	Diacut Ltd, 192 Marsh Lane, Henstridge.	Refused

David Nichols and Carolyn Nichols declared a personal interest in this item as they are neighbours.

The matter was discussed and it was **agreed** that the Parish Council supports South Somerset District Council’s reasons for taking enforcement action. The Clerk was instructed to write to the Planning Inspectorate to convey this opinion.

**Action 160201/1: Parish Clerk**

**8. To agree any further action to be taken in relation to planning application 15/01500/FUL, including member attendance at the relevant Area East planning meeting taking place on Wednesday 10<sup>th</sup> February at 9.00am.**

It was **agreed** to deal with this matter before item 13 on the agenda.

**9. Reports**

**a. To receive any Police matters**

No Police representative attended and no matters were raised by members.

**b. To receive County and District Councillor reports**

Neither the District nor County Councillors attended the meeting.

**10. Matters deferred and arising from previous meetings:**

**a. Rescheduling of SIDs in the village**

The Clerk was instructed to seek clarification over the location of the trial SID near the Bird in Hand, as it had not been located in the expected position.

**Action 160201/2: Parish Clerk**

## 11. Correspondence

a)	22/01/16	Dorset Councils Partnership	To note the adoption of the North Dorset Local Plan Part 1.
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**Noted.**

## 12. Council Matters

- a. **To receive notes from the Allotment Workshop attended by the Clerk and the attached proposals to be presented to the Open Spaces Committee; to agree any further action to be taken.**

The Clerk was instructed to refer the report to the Open Spaces Committee to agree any further action to be taken.

**Action 160201/3: Parish Clerk**

- b. **To hear an update from Carolyn Nichols regarding progress with the Community Speed Watch scheme following a meeting with St Nicholas School.**

Carolyn Nichols reported that she and the Clerk had met with Alison Shearer, the Head teacher at St Nicholas Primary School, to discuss working together to recruit volunteers for the proposed Community Speedwatch Scheme in Henstridge. Some dates had been provisionally agreed for meeting parents and children on their way to and from school. Alison also offered the use of the school hall for an evening meeting. The Clerk was waiting to hear if a PCSO could also attend.

Michael Player confirmed that the Community Speedwatch would need enough volunteers to ensure that the scheme did not dwindle and that volunteers were not over-burdened. Michael went on to suggest that the Parish Council could request the attendance of the mobile speed camera in other locations. The Clerk was instructed to find out if the mobile speed camera could be located near the school, at Townsend and near the Virginia Ash.

**Action 160201/4: Parish Clerk**

- c. **To hear feedback from the Clerk/Carolyn Nichols regarding a meeting attended on the subject of Parish Environmental Wardens; to agree to nominate a Warden and any further action to be taken.**

The Clerk explained that the scheme needs one or more volunteers to champion environmental issues within the Parish and liaise with the Streetscene department at SSDC to resolve any issues identified.

The Clerk was instructed to ask Linda Jones, John Graham and Ron Valentine if they would be interested in taking up the role, and to produce a poster to try to recruit volunteers.

**Action 160201/5: Parish Clerk**

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

It was noted that the High Street (A357) would be closed from 17 to 22 February for resurfacing works.

The Clerk reported that the submission of plans from Somerset County Council for the extension of the footway from Townsend to Landshire Lane had been delayed.

**e. To hear any matters arising from playground inspection reports.**

There was nothing to report.

**f. To receive reports from representatives (VHMC, Allotments, Community Speed Watch, Tree Warden, Other) and provide guidance as appropriate**

**VHMC** – Richard Kaskow reported that he had received minutes from the Village Hall Management Committee meetings and that he would forward these to the Clerk. The Clerk was instructed to ask for sight of the Committee's accounts

**Action 160201/6: Parish Clerk**

**Allotments** – Barry Paginton confirmed that the track leading to the allotment site off Furge Lane needed attention. The Clerk said that three quotes for remedial works would be provided for the Open Spaces Committee to consider at their next meeting.

**8 - To agree any further action to be taken in relation to planning application 15/01500/FUL, including member attendance at the relevant Area East planning meeting taking place on Wednesday 10<sup>th</sup> February at 9.00am.**

The Clerk was instructed to summarise Richard Kaskow's comments from recent emails and forward them to William Wallace, Tim Inglefield and Adrian Noon.

**Action 160201/7: Parish Clerk**

The Clerk was further instructed to write to all relevant parties, informing them that correspondence from individual Parish Councillors were not the comments of the Parish Council as a whole but of the person concerned as a private individual.

**Action 160201/8: Parish Clerk**

**RESOLVED:** It was proposed and agreed that Richard Kaskow would contact William Wallace and Tim Inglefield to reiterate the Parish Council's position; it was further agreed that David Nichols, Carolyn Nichols, Simon Cullum and Michael Player would attend the Area East meeting on 10<sup>th</sup> February and that Richard Kaskow would draw up the relevant points to be presented.

**Action 160201/9: Richard Kaskow**

The Clerk was instructed to invite Tim Cook, Neighbourhood Development Officer, to come to the next parish council meeting to discuss Neighbourhood Planning.

**Action 160201/10: Parish Clerk**

**13. Finance**

- a. To note that the Clerk has submitted the precept request for the sum of £34,463 to SSDC as agreed at the previous meeting.**

**Noted.**

- b. To approve the cashbook and bank account reconciliation for January 2016 as presented.**

**RESOLVED:** The Cash Book and Bank Reconciliation for January 2016 as verified by Ken Courtenay were approved and signed by the Chair.

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

Plusnet	Broadband for Village Hall	£34.20
The Outdoor Gym Company	Supply & installation of outdoor gym equipment (replacement cheque)	£20000.00
B and Q Limited	Woodstain for notice boards	£9.47
SALC	Allotment workshop fee	£30.00
George Edwards	Salary January 2016	
Terry Pulling	Salary January 2016	
Zöe Godden	Salary and Expenses January 2016	
HMRC	Tax and NICs	£150.85

David Nichols explained that the payment to the Outdoor Gym Company was to replace the previous cheque which had been refused by Lloyds Bank.

All the cheque values were verified against the invoices presented by Dennis Finch and the invoices signed as a correct match.

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

The Clerk described the difficulties she had had changing the mandate with Lloyds Bank and was instructed to complain to the bank and to look into changing banks.

**Action 160201/11: Parish Clerk**

**14. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 7<sup>th</sup> March 2016**. 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 February**.



**Zöe Godden  
Parish Clerk**

**The meeting ended at 20:57.**