

# HENSTRIDGE PARISH COUNCIL

**Clerk:** Zöe Godden, Elvyns, Wavering Lane East, GILLINGHAM. SP8 4NX

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## **Approved minutes of a meeting of Henstridge Parish Council held at the Village Hall, Henstridge on Monday 6<sup>th</sup> March 2017.**

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**Present:** David Nichols (Chair), Ken Courtenay, Simon Cullum, Peter Crocker, Dennis Finch, Barry Paginton, Bruce Pike, Sue Place and Michael Player

**Also present:** Parish Environmental Warden Linda Jones and District & County Councillor William Wallace

**Clerk:** Zöe Godden

Before the meeting started, Simon Cullum reported that the litter pick event held on 4<sup>th</sup> March was a success and thanked the Clerk for her contribution to organising it.

William Wallace reported the sad news that District Councillor Tim Inglefield had passed away. William praised Tim's contributions to the area and said that he and Tim had worked well together. Members agreed with William that Tim would be difficult to replace.

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

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

Apologies had been received from John Graham, Jean Oswick and Carolyn Nichols.

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

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

There were no declarations of interest.

### **3. To approve as a correct record the minutes of the previous meeting held on 6<sup>th</sup> February 2017**

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

It was **agreed** to bring item 8b) to this stage of the meeting:

### **8b) To receive a report from Linda Jones, Volunteer Dog Warden and Parish Environmental Warden**

Linda reported the following:

- A new dog waste bin had been installed by South Somerset District Council at the Playfield Close entrance to the Recreation Ground
- The Recreation Ground was in good condition and Linda had picked up any dog waste and litter she had found
- Linda had dealt with a recent complaint of dog fouling in the High Street by engaging with dog walkers and had resolved the situation
- Two loose dogs had been reported in recent weeks. Linda had returned on to its owner and the other was scared away by the llamas in Furge Lane before it could be caught
- Linda had reported fly tipping in Marsh Lane
- Linda had been monitoring use of the dog waste bin in the churchyard and had replaced bin liners when necessary.

On behalf of the Council, David Nichols thanked Linda for her hard work.

### **4. Co-option: To Co-opt a new member of the Council**

One application for co-option had been received.

David Nichols **nominated** Howard Bentley-Marchant, Sue Place **seconded** this nomination. Voting was unanimously in favour of co-opting Howard Bentley-Marchant. A declaration of acceptance of office form would be signed at the next Parish Council meeting on 3<sup>rd</sup> April 2017.

19:30 – The Public Open Session began

19:35 – The Public Open Session ended

As a result of comments received from the public, the Clerk was instructed to forward contact details of County and District Councils for fault reporting.

**Action 170306/1: Parish Clerk**

The Clerk was further instructed to request that a sign should be erected at the junction of Marsh Lane and the A357 to indicate that Marsh Lane is not suitable for HGVs.

**Action 170306/2: Parish Clerk**

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

	Application number	Proposal	Applicant details
a)	17/00538/S73	Application to vary condition 2 (approved plans) of planning approval 16/03055/FUL by substitution to allow changes to the first floor plan and elevation	Mr Ian & Mrs Amanda Tribe, The Crossing House, Common Lane, Yenston. BA8 0NB
<b>RESOLVED: It was proposed and agreed to recommend approval of this application.</b>			
b)	17/00537/FUL	Single storey front extension to kitchen and double garage.	Mrs Aston, Westhaven, Whitechurch Lane, Yenston. BA8 0NJ
Howard Bentley-Marchant declared a personal interest in this item as he lives opposite Westhaven.			
<b>RESOLVED: It was proposed and agreed to recommend approval of this application.</b>			
c)	17/00673/FUL	Erection of a detached two storey dwelling with improved alterations to the existing vehicular access with associated landscaping.	Mr & Mrs Nettley, Land adjacent Lazy Days, Marsh Lane, Henstridge. BA8 0SF
19:45: The meeting was opened for public comment and members listened to neighbour concerns.			
19:55: The public session was brought to a close.			
Councillors made the following points:			
<ul style="list-style-type: none"> <li>• Vehicular access to Marsh Lane is problematic and dangerous. The SSDC Highways Consultant had asked for the junction to be assessed</li> <li>• The land in question is in the Conservation Area</li> <li>• The loss of rural environment was not given enough weight in the applicant's report</li> <li>• Similar applications at 1 Victoria Terrace had been refused in the past on the grounds that the vehicular access to Marsh Lane was problematic</li> <li>• The application was not in line with the Village Design Statement</li> <li>• Policy SS2 was applicable to this application</li> </ul>			
<b>RESOLVED: It was proposed and agreed that the Parish Council recommends refusal of this application on the grounds that policy SS2 applies as there is no recognised need for this dwelling, the site is in the Conservation Area, drainage to the site is already a problem and the vehicular access to Marsh Lane will have a negative impact on road safety. The Parish Council also wished to point out that, contrary to the section 4 of the Heritage Statement, the open space of this site does have value to the community.</b>			
d)	2/2017/0126/VARIA (North Dorset District Council)	Variation of Condition No. 15 of Planning Permission No. 2/2015/0898/FUL to amend the expiry date of the planning permission from 25 years after the commencement of development to 25 years after the date of first generation (31 March 2017).	Stalbridge Solar Park Limited, Land at E 371997 N 118399, Landshire Lane (W), Stalbridge Park, Stalbridge, Dorset
<b>RESOLVED: It was proposed and agreed to recommend approval of this application.</b>			

## 6. Recent SSDC Area East planning decisions:

Application number	Proposal	Applicant details	Current status
16/03972/FUL	Proposed storage compound; change of use, formation of access and erection of fencing.	J Day Engineering Ltd, Land off The Marsh, Camp Road, Henstridge.	Granted with conditions

**Noted.**

## 7. Planning correspondence

To note that the following application will be considered at the Area East Committee meeting on Wednesday 8<sup>th</sup> March and to agree if a member should attend: 17/00242/S73A, Application to vary planning condition 3 of approval 15/02718/FUL to allow developer a 25 year period from the date of first generation of the solar park and not from the date of the planning permission, Land OS 0034 Bowden Lane, Henstridge.

**Noted.**

Peter Crocker noted that the road near the Bowden Solar Park was in a poor state, with excessive mud to the surface and eroded edging. It was felt that this was due to Solar Park HGVs. The Clerk reported that she had already been informed about this by PCSO John Winfield and had passed the information to SSDC Planning. The Clerk was instructed to follow this up with Bowden Solar Park.

**Action 170306/3: Parish Clerk**

## 8. Reports

### a) To receive any Police matters

The Clerk had spoken with PCSO John Winfield and there was nothing further to report.

### b) To receive a report from Linda Jones, Volunteer Dog Warden and Parish Environmental Warden

This matter was dealt with after item 3 above.

### c) To receive County and District Councillor reports

William Wallace requested that any District Council matters were referred to him for the time being. County Council elections would take place on 4<sup>th</sup> May. Peter Crocker asked William to follow up the illuminated zebra crossing pole, which had not been working properly since November. William agreed to take this up with County Highways.

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

- a) To hear an update on the Perimeter Track and Patio project; to agree that the Parish Council accepts the quote from South Somerset District Council for this work and that the Parish Council will contribute the remaining balance of £7,195.

Simon Cullum explained that all avenues for securing the remaining sum required for this project had been explored and that, due to conditions imposed by the grant providers, it was imperative that work started on this project as soon as possible. The Clerk informed members that £5000 of reserves had been earmarked for this project and that the remaining £2,195 could be taken from reserves earmarked for Youth Facilities, and from an underspend in the main Parish Council Grants budget.

**RESOLVED:** It was proposed and unanimously agreed to accept the quote from SSDC and that the Parish Council would contribute the remaining balance from the budget lines detailed by the Clerk. The Clerk was instructed to progress this project accordingly.

**Action 170306/4: Parish Clerk**

- b) To hear an update on proposed partnership working approach with SSDC to resolve the drainage problems at Oakvale Woodland; to note that SSDC are willing to carry out the work free of charge and that the only cost to the Parish Council will be a bill of up to £120 for flailing work; to note that the flailing work has already been authorised by Simon Cullum and David Nichols; to agree to work with SSDC on this project.

Simon Cullum explained that the flailing work at the woodland had to be authorised quickly as, due to the protection of nesting birds, the period allowed for this activity ended on 28 February.

**RESOLVED:** It was proposed and unanimously agreed to work in partnership with SSDC on the woodland drainage issue. The Clerk was instructed to proceed with this project accordingly.

**Action 170306/5: Parish Clerk**

- c) To hear information on the sale and rental value of Common Lane and Furge Lane fields and agree any further action to be taken.

**RESOLVED:** It was proposed and unanimously agreed to retain Furge Lane field and to offer to sell Common Lane field to the current tenant, in line with the advice from Humberts. The Clerk was instructed to start this process.

**Action 170307/6: Parish Clerk**

- d) To hear feedback from the recently attended Annual Town and Parish Council meeting, held by SSDC on 23<sup>rd</sup> January.

The Clerk summarised the main areas covered in the meeting and noted that a report had been sent to members in advance of the meeting.

#### 10. Correspondence

a)	06/02/17	GB Sports and Leisure	Invitation to attend Playground Inspection Training on Wednesday 5 <sup>th</sup> April at a cost of £150; to agree a member to attend.
It was <b>agreed</b> that Simon Cullum would attend if possible and that the Clerk would book as place if necessary.			<b>Action 170306/7: Parish Clerk</b>
b)	07/02/17	Wessex Water	Notification that the Bowden Water Treatment Works will be disconnected, with works commencing on 20 <sup>th</sup> February; to agree any action to be taken.
<b>Noted.</b>			
c)	09/02/17	North Dorset District Council	Invitation to comment on a planning application relating to the Stalbridge Solar Park, which is currently under construction
This matter had already been dealt with under item 5d).			
d)	17/02/17	South Somerset District Council	To note receipt of the Housing and Employment Land Availability Assessment and to agree any action to be taken.
<b>Noted.</b>			
e)	23/02/17	Dorset County Council	Invitation to comment on Dorset's draft waste plan for Blandford Forum and Wareham; to agree a member(s) to respond.
Members did not wish to comment.			
f)	24/02/17	Western Gazette	Invitation to nominate a local business for the Western Gazette Business Awards 2017; to consider making a nomination and agree a member(s) to complete the paperwork.
It was <b>agreed</b> to nominate AJN Steel and Events Crew and that David Nichols and Sue Place would complete the nomination paperwork. All in favour except Peter Crocker, who abstained from voting.			<b>Action 170306/8: David Nichols &amp; Sue Place</b>

#### 11. Council Matters

- a. To hear feedback from the recent Wessex Community Land Trust meeting and to agree further action to be taken.

**RESOLVED:** It was proposed and agreed that the Clerk should find out the cost of performing a Housing Needs Survey and report back to the next meeting.

**Action 170306/9: Parish Clerk**

- b. To hear information on Shropshire's scheme to allow self-building of affordable dwellings and to agree further action to be taken. (Dennis Finch)

Dennis Finch wanted to bring this report to the attention of the Council and the Clerk was instructed to circulate the report to all members.

**Action 170306/10: Parish Clerk**

- c. **PROPOSAL FROM SIMON CULLUM** – That speakers at Parish Council meetings should be subject to the Presentation Guidelines as distributed to members before the meeting.

**RESOLVED:** It was proposed and agreed that anyone giving a presentation to the Parish Council should be given the opportunity to see the guidelines. All in favour except Peter Crocker, who abstained from voting.

- d. To agree to adopt the Freedom of Information policy as distributed to members before the meeting.

**RESOLVED:** It was proposed and agreed to adopt the policy as presented. All in favour except Peter Crocker, who abstained from voting.

- e. To hear a report from Simon Cullum regarding burial ground capacity.

It was **agreed** to defer this matter to the next meeting.

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

The Clerk was instructed to report the following Highways faults:

- Despite being cleared, the drain at Ash End needs to be jetted as it fills up with water and overflows.
- A white bollard at the pinch point in the High Street, outside Elizabeth Gardens has been knocked down.
- The gully outside 14 and 16 Ash Walk needs to be cleared.

*Action 170306/11: Parish Clerk*

- g. To hear any matters arising from playground inspection reports.

There were no matters arising.

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

**VHMC** – David Nichols reported that the drainage work to be carried out by the VHMC needed to coincide with the repairs to the car park. David agreed to obtain a quote for this patching work.

*Action 170306/12: David Nichols*

**CSW** – Michael Player reported that he had attended an Area Annual CSW meeting, also attended by PCC Sue Mountstevens. Somerset was said to have the second highest number of speeding offences in the country. Other local parishes were providing financial support to CSW to cover the cost of signs, equipment and PPE and Michael asked if members felt the Parish Council should also contribute.

**RESOLVED:** It was proposed and agreed to give a £100 grant to CSW.

## 12. Finance

- a. To approve the Financial Risk Assessment as distributed to members before the meeting.

**RESOLVED:** It was proposed and agreed to approve the financial risk assessment as presented.

- b. To approve the cashbook and bank account reconciliation for January 2017 as presented.

It was noted that the February 2017 cashbook would be approved, due to an error on the agenda. The January cashbook had been approved at the previous meeting.

**RESOLVED:** The Cash Book and Bank Reconciliation for February 2017, as verified by Dennis Finch, was approved and signed by the Chair.

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

Minute ref	Supplier/Contractor	Narrative	Amount
	Lightatouch Internal Audit Services	Internal Audit Sept 16 to Jan 17	£181.25
9d) 06/02/17	Yeovil Shopmobility	Grant	£35.00
	Staff	Salaries Feb 2017	£1,089.10
	Staff	Expenses Feb 2017	£146.23
	HMRC	Underpayment on 2014/15	£67.09
	HMRC	Tax & NICs Feb 2017	£148.16

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

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

**13. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 3<sup>rd</sup> April 2017**. 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 23<sup>rd</sup> March.

**The meeting closed at 21:06.**

**Agreed and signed by the Chair** \_\_\_\_\_

**Date** \_\_\_\_\_