

# 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 on Monday 2<sup>nd</sup> October 2017.

**Present:** David Nichols (Chair), Howard Bentley-Marchant, Ken Courtenay, Peter Crocker, Simon Cullum, Dennis Finch, Carolyn Nichols, Bruce Pike and Michael Player.

**Clerk:** Zöe Godden

There was 1 member of the public present at the start of the meeting.

The meeting began at 19:31

### 1. Apologies for absence.

Apologies had been received from District Councillor Hayward Burt, John Graham, Jean Oswick, Barry Paginton, Sue Place and District and County Councillor William Wallace.

**RESOLVED:** It was proposed and agreed to approve 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 previous meeting held on 04/09/17.

This matter was **deferred** due to a complaint from a member of the public. The Clerk was instructed to amend the minutes and re-present them at the following meeting.

### 4. Reports

a) To receive any Police matters.

PCSO John Winfield was not able to attend due to conflicting shift patterns.

Peter Crocker reported that vehicles were continuing to park on the pavement on Shaftesbury Road and agreed to take the relevant registration numbers and forward them to the Clerk. The Clerk was instructed to report this matter to PCSO Winfield.

**Action 171002/1: Parish Clerk**

b) To receive County and District Councillor reports.

District Councillor Hayward Burt and County and District Councillor William Wallace were not present. Hayward had contacted the Clerk to let her know that he and William would be holding their next surgery on Friday 6<sup>th</sup> October from 1.30 to 2.30pm.

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

	Application number	Proposal	Applicant details
a)	17/03587/FUL	Change of use of land for storage of log and woodchip/mulch along with laying of track/turning (Part Retrospective)	Mr J Pitman, Land off The Marsh, Camp Road, Henstridge.
<b>RESOLVED:</b> It was proposed and agreed to recommend approval of this application but the Parish Council wished to highlight that local residents had complained of problems caused by fires at the site and requested that the lighting of fires should be controlled and not cause a hazard. All in favour except Dennis Finch and Michael Player who abstained from voting and asked for this to be recorded in the minutes.			
b)	17/03660/FUL	Alterations to include the erection of a single storey extension.	Mr Jeremy Mercer, Greystones, Vale Street, Henstridge. BA8 0SQ
<b>RESOLVED:</b> It was proposed and agreed to recommend approval of this application although the Parish Council felt that timber cladding may not be appropriate in the Conservation Area. Seven votes in favour; one abstention.			

## 6. Recent SSDC Area East planning decisions:

	Application number	Proposal	Applicant details	Current status
a)	17/02645/FUL	Change of use of land from agricultural to B2 use, the erection of a storage building associated with Blackmore Vale Forge and siting of steel containers in a new position.	Mr Richard Dare, Land Read Of Unit 4C Marsh Lane, Henstridge, BA8 0TG	Granted with conditions
b)	17/03080/FUL	Erection of two storey side extension.	Mr David Kingdon, 56, Woodhayes, Henstridge. BA8 0RU	Granted with conditions
c)	17/03067/OUT	Outline planning application for the erection of a detached bungalow with double garage including new vehicle-pedestrian access.	Mr & Mrs Mogridge, Land Adjacent Unit 8, Marsh Lane trading Estate, Marsh Lane, Henstridge. BA8 0TG	Refused
d)	17/03386/FUL	Convert existing garage to bedroom.	Little Acre, 7 Meadow Close, Henstridge. BA8 0SY	Granted with conditions
e)	17/03407/FUL	Demolish single storey brick and tile extension, erect two storey brick and stone extension and single storey lobby.	Mr J Smales, Keyham Cottage, Vale Street, Henstridge. BA8 0SQ	Granted with conditions

**Noted.**

## 7. Planning correspondence

SSDC – Summary of S106 contributions to be sought relating to planning application 17/03029/OUT.

**Noted.**

**8. Matters deferred and arising from previous meetings: None.**

## 9. Correspondence

a)	08/09/17	Jan Wardell, White Hart Link	Thank you letter for hosting the launch of the Henstridge section of the White Hart Link.
<b>Noted.</b>			
b)	14/09/17	Community Council for Somerset	Invitation to attend a Village Agent Roadshow event; to agree a member(s) to attend.
The Clerk was instructed to inform Templecombe and Milborne Port Parish Councils of the event and to book two places for David and Carolyn Nichols. Dennis Finch and Michael Player would confirm if they could also attend.			
<b>Action 171002/2: Parish Clerk</b>			

## 10. Council Matters

a) To hear an update on progress with the Housing Needs Survey.

The Clerk reported that she had received a price from SSDC for carrying out the Housing Needs Survey (£2031.69), so the application for a grant could now be completed.

b) To discuss a request for the production of walks leaflets and agree action to be taken.

The Clerk was instructed to contact the interested parties to ask if they would be willing to form a working group to develop walks leaflets.

**Action 171002/3: Parish Clerk**

Once leaflets had been produced, the Clerk was instructed to ask if they could be displayed in the two local pubs.

**Action 171002/4: Parish Clerk**

c) To hear feedback from the insurers regarding patio safety signage.

The Clerk reported that the Parish Council's insurers had recommended installing warning signs to advise that children should be supervised in the area near the patio. It was **agreed** that two signs should be installed on either end of the village hall saying "Children should be supervised at all times in this area."

**Action 171002/5: Parish Clerk**

- d) To consider arranging for young people from the Parish to maintain the two bus shelters on the A30.

It was **agreed** that this matter should be dealt with at the next Open Spaces Committee meeting.

- e) To note the final scheme of work to be used for obtaining quotes for drainage and tarmac works to the Village Hall car park.

**RESOLVED: It was proposed and agreed to approve the scheme of work as presented and that the Clerk should ensure that the regrading of the slope should be separated on any quotes received.**

**Action 171002/6: Parish Clerk**

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

The Clerk had received an email from Gary Warren, Traffic Engineer for South Somerset in response to the issues raised at the September meeting, as follows:

- Gullies would be cleared by December 2017.
- 40mph roundels would be marked and rumble strips installed on the A30 at the east entrance to the village.

The Clerk further reported that she had arranged to meet Gary Warren on 4<sup>th</sup> October to investigate the possibility of using Somerset County Council to install white gates as a traffic calming measure at all entrances to the village.

Carolyn Nichols agreed to contact The Stours Group Parish Council to find out how they organised the new white gates in Todber.

**Action 171002/7: Carolyn Nichols**

- g) To hear feedback regarding the proposal to add the new patio to the Village Hall lease. (DN)

David Nichols reported that the Village Hall Management Committee did not wish to take on responsibility for the new patio at least until the warranty has expired.

h) To hear any matters arising from playground, skate park and gym inspection reports. It was reported that David Nichols had lubricated the leg press at the outdoor gym and it was now working properly.

The Clerk reported that the cricket club's score shed had been broken into recently and the door removed. She had informed the cricket club and reported the matter to the Police but as the door had not been replaced by the cricket club, George Edwards had screwed it back in place. On inspecting the shed, the Clerk had found it to be unstable. The Clerk was instructed to write to the cricket club and ask them to either repair or remove the shed within 28 days and, if the shed is to be removed, all wood and other elements should be removed at the same time as the shed is dismantled.

**Action 171002/8: Parish Clerk**

- i) To receive reports from representatives (VHMC, HALT, Footpaths, Tree Warden, CSW, Other) and provide guidance as appropriate

**Community Speedwatch (CSW)** – Michael Player reported that the last CSW session at Townsend recorded the highest number of offenders so far, with 22 drivers travelling over the speed limit and the highest reported speed recorded at 51 mph. Michael also reminded members that the next Area CSW meeting was being held at the Village Hall in Henstridge on

Tuesday 21<sup>st</sup> November from 7.30pm. Carolyn Nichols confirmed that she was organising refreshments with the WI.

**Tree Warden** – Simon Cullum reported that George Edwards was due to carry out some maintenance on trees at the recreation ground and that the Clerk was in the process of obtaining quotes for height reduction of the leylandii and flailing to the native hedging at the recreation ground, allotment site and burial ground.

#### 11. Finance

- a) To approve the cashbook and bank account reconciliation for September 2017 as presented.

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

- b) To approve the following accounts for payment and two signatories for cheques:-

Minute ref	Supplier/Contractor	Narrative	Amount
11f) 04/07/16	bOnline	Village Hall broadband August 2017	£28.07
11b) 04/07/16	Nest	Pension payments October 2017	£20.03
	Staff	Salaries September 2017	£1,052.70
	Staff	Salary 2017	£32.10
	Staff	Expenses September 2017	£166.52
6b) 03/07/17	Henstridge Village Hall	Hall Hire 30/08/2017	£33.00
	Grant Thornton	External audit services 2016/17	£240.00
	Royal British Legion	Wreath 2017	£35.00
	HMRC	Tax and NICs September 2017	£207.90

All the cheque values were verified against the invoices presented by Carolyn Nichols, and the invoices signed as a correct match.

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

- c) To note the quarter 2 budget vs spend sheet.

**Noted.**

- d) To consider the draft budget and agree any changes required.

The Clerk was instructed to obtain quotes for financial software, to incorporate this cost into the proposed budget for 2018-19 and bring this to the next meeting.

**Action 171002/9: Parish Clerk**

- e) To note receipt of confirmation of new pension contributions taking effect from April 2018.

**Noted.**

- f) To note the Picnic in the Park costs vs income sheet.

Simon Cullum thanked all those involved, both council members and members of the public.

Dennis Finch noted that preparations for next year's event needed to be started as soon as possible and the Clerk was instructed to email all members to ask if they would like to be involved.

**Action 171002/10: Parish Clerk**

The Clerk was further instructed to draft a thank you letter to all those who supported the event and to compile a list of recipients. The Clerk was instructed to send both the letter and list of recipients to the Open Spaces Committee for approval.

**Action 171002/11: Parish Clerk**

Howard Bentley-Marchant noted that Revd and Bridget Hallet were soon to retire and suggested organising a gift to thank them for their service to the community. David and Carolyn Nichols agreed to organise this.

**Action 171002/12: David and Carolyn Nichols**

**12. Date of Next meeting** –The next Parish Council meeting will be held on **Monday 6<sup>th</sup> November 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 26<sup>th</sup> October.

The meeting ended at 20:38.

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

Date \_\_\_\_\_