

HENSTRIDGE PARISH COUNCIL

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

Tel: 01747 826401 **Mobile:** 07745 270285

e-mail: clerk@henstridgeparishcouncil.org.uk

www.henstridgeparishcouncil.org.uk

AGENDA

The next meeting of Henstridge Parish Council will be held at the Village Hall, Ash Walk, Henstridge on Tuesday 1st May 2018 from 7.30pm.

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion. Please note, items raised by the public in this session will not be discussed by the council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

- 1. To elect a Chairman and receive a declaration of acceptance of office.**
- 2. Apologies for absence.**
- 3. Declarations of interest.**
- 4. To elect a Vice Chairman and receive a declaration of acceptance of office.**
- 5. To elect a Chairman, Vice-Chairman and three additional members of the Open Spaces Committee and receive declarations of acceptance of office.**
- 6. To review the terms of reference of the Open Spaces Committee.**
- 7. To elect a Chairman, Vice-Chairman and two additional members of the Personnel Committee and receive declarations of acceptance of office.**
- 8. To review the terms of reference of the Personnel Committee.**
- 9. To review the arrangement that the finance committee is made up of the entire council and agree any changes.**
- 10. To review the arrangement that the planning committee is made up of the entire council and agree any changes.**
- 11. To propose representatives of the council to the following:**
 - a) Allotments
 - b) Community Speedwatch
 - c) Henstridge Airfield Consultative Committee
 - d) Highways/Drains
 - e) Somerset Association of Local Councils
 - f) Tree Warden
 - g) Village Hall Management Committee
 - h) Yenston and Bowden
 - i) Youth
- 12. To approve as a correct record the minutes of the previous meeting held on 19/04/18.**
- 13. Reports**
 - a) To receive any Police matters.
 - b) To receive County and District Councillor reports.

14. To consider the following planning applications:

	Application number	Proposal	Applicant details
a)	18/00959/OUT	Outline application for the erection of two storage buildings and associated works.	Mr James Day, Land off The Marsh, Camp Road, Henstridge.
b)	18/01070/FUL	Alterations to Garage and replace French Doors.	Mrs Beth Aggett, Orchard House, Marsh Lane, Henstridge. BA8 0TQ
c)	18/01077/S73	Application to vary condition 2 (approved plans) of planning approval 17/02645/FUL to raise roof height including fascia level and the siting of steel containers in a new position.	Blackmore Vale Forge, Land Rear of Unit 4C, Marsh Lane, Henstridge. BA8 0TG

15. Recent SSDC Area East planning decisions:

	Application number	Proposal	Applicant details	Current status
a)	18/00085/FUL	The temporary siting of 2 No. mobile homes for agricultural workers (Retrospective).	Mr Crocker, Poultry Farm, Landshire Lane, Henstridge. DT10 2RY	Granted with conditions
b)	18/00249/FUL	The erection of a front boundary wall.	Mr John Watson, Combedene, Shaftesbury Road, Henstridge. BA8 0PR	Refused

16. Planning Correspondence

a)	11/04/18	SSDC	To note that SSDC is investigating two possible planning issues located on the A357 South.
b)	19/04/18	SSDC	Notice of appeal relating to planning application 17/03029/OUT (Gladman); to agree a response to make to the Planning Inspectorate.
c)	25/04/18	SSDC	To note that SSDC will now refer any major planning applications of 10 or more dwellings to its Regulation Committee if the Area Committee is minded to refuse such applications.

17. Matters deferred and arising from previous meetings:

- a) To hear feedback regarding the Ethical Standards Consultation. (SC)
- b) To hear feedback from the National Planning Policy Framework review consultation. (KC)
- c) To hear feedback regarding the Draft Strategic Housing Survey. (CN)

18. Correspondence

a)	04/04/18	Dorset Diggers	To note receipt of a report on archaeological works at Priory Fields, Yenston.
b)	16/04/18	SALC	To note receipt of an invitation to comment on a consultation regarding powers for dealing with unauthorised developments and encampments and agree a member(s) to respond.

19. Council Matters

- a) To re-adopt the Council's Standing Orders.
- b) To re-adopt the Council's Financial Regulations.
- c) To approve the Council's Asset Register.
- d) To review and adopt the Council's Risk Assessment and Management document.
- e) To review the Council's insurance policy.
- f) To review Members' Registers of Interest.
- g) To agree meeting dates for 2019.
- h) To note that the Community Council for Somerset has secured match funding to enable provision of a Village Agent for Henstridge for two days per week, rather than just one.

- i) To note feedback from Stalbridge Town Council regarding a recent meeting to discuss the impact of new housing developments on traffic on the A357.
- j) To hear an update on the acquisition of a Silent Soldier and agree any further action to be taken.
- k) To consider how members would like to see the Glebe Field being used and how the Parish Council might like to be involved in plans for its future.
- l) To hear an update on progress with the Housing Needs Survey.
- m) To consider allowing the Clerk to attend a Local Government Association event on behalf of the Parish Council on 'Principle and local councils working in partnership' on 16 May; to consider sharing half of the Clerk's train fare with Charlton Horethorne Parish Council, amounting to £29.95.
- n) To hear an update on the General Data Protection Regulation. (Clerk)
- o) To consider allowing the Clerk and a member(s) to attend a SALC course called "Understanding Charitable Trusts", as a cost of £55 per person.
- p) To note that all original documents relating to Common Lane Field have been returned by David Sanders and Co solicitors and to agree how to proceed with the sale of the field.
- q) To note the arrangements for the Annual Parish Meeting and to agree any further action to be taken.
- r) To discuss any outstanding highways issues or highways matters which councillors wish to raise and agree any actions arising.
- s) To hear any matters arising from playground inspection reports.
- t) To receive reports from representatives (VHMC, HALT, Footpaths, Tree Warden, CSW, Other) and provide guidance as appropriate

20. Finance

- a) To review and agree signatories for the bank account.
- b) To approve the cashbook and bank account reconciliation for April 2018 as presented.
- c) To approve the final quarter budget versus spend sheet.
- d) To note that a payment of £38.70 was made to Michael Player outside of a Parish Council meeting as a refund of fuel costs incurred relating to Community Speedwatch activities, in line with Financial Regulation 4.1.
- e) To approve the following accounts for payment and two signatories for cheques:-

Minute ref	Supplier/Contractor	Narrative	Amount
	Staff	Salary April 2018	£1,012.06
	Staff	Salary April 2018	£81.59
	Staff	Salary April 2018	£42.88
	Staff	Expenses April 2018	£142.03
	Ring Street Filling Station	Fuel for mowers etc	£18.38
	HMRC	Tax and NICs April 2018	£147.22
03/04/18 11g)	Henstridge Village Hall	Grant (Interior lighting)	£200.00

- f) To consider a grant application from White Hart Link towards the cost of an information board to be installed in Henstridge.

21. Date of Next meeting – The next meeting will be the Annual Parish Meeting to be held on **Monday 14th May 2018**. The next Parish Council meeting will be held on **Monday 4th June 2018**. 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 24th May**.



Zoe Godden
Parish Clerk