

# HENSTRIDGE PARISH COUNCIL

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

Tel: 01747 826722

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**Draft minutes of the Parish Council Meeting held at the Henstridge Village Hall Lounge on Monday 5<sup>th</sup> March 2012.**

## **Present**

**Councillors:** Adam Temperton (chair), Paul White, Sue Place, Jim Fitch, Geoff Jarvis, Dave Nichols, Carolyn Nichols, Simon Cullum, Jean Oswick, Paul Brighten and William Wallace

**Clerk:** Zoe Godden

**One member of the public and John Winfield, Police Community Support Officer were in attendance for the beginning of the meeting.**

## **1. Apologies and to approve reasons for apology as seen fit.**

Apologies had been received from Caroline Rowland.

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

## **2. Declarations of Interest.**

Sue Place declared a personal interest in item 7d

**19:03 – Caroline Rowland and Mickey Vincent arrived at the meeting.**

## **3. To approve as a correct record the minutes of the previous meetings held on 05.12.11, 09.01.12 and 06.02.12.**

The clerk informed the council that the minutes for 05.12.11 had been approved at the February meeting. Adam Temperton was asked to sign them.

**RESOLVED: It was proposed and agreed to accept the minutes of the meetings held on 09/01/12 and 06/02/12 without amendment.**

**RESOLVED: It was proposed and agreed to move items 6a and 6b to this part of the meeting to allow the public and PCSO to contribute.**

**6a – To receive a visit/report from a local police representative.**

John Winfield, PCSO updated the council on the following:

- The vehicle left in Marsh Lane was known to the police and has now been removed
- Complaints have been received about fly tipping in Landshire Lane at the entrance of the newly reopened quarry. The owner proposes to put a post and chain outside to prevent people using the lay-by. A tree that had fallen down has been pushed over the wall with the help of the quarry owner.
- There have been problems with the traffic lights at Ash Walk/A30 operating out of sequence.
- Fence panels that were smashed and left in the road in Vale View are to be replaced by Yarlington Homes soon.
- There have been reports that HGVs are not slowing down enough to let children cross the road outside the school. Road markings were to be repainted but this has not yet happened. Improved signage may be needed.
- Potholes at Oak Vale have been reported to highways.
- John suggested that the parish council contacts the speed camera partnership to investigate the possibility of obtaining another Speed Indicator Device for the A357.
- There have been some reports of poaching.

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- Trees on the A30 have been trimmed back and on the Virginia Ash side.
- John will be contacting Colin Fletcher at Somerset Highways Department to explore the possibility of installing some signage to alert road users to the potential presence of horses on the road near the Whitchurch Lane junction.

## **John Winfield left the meeting.**

**6b** – To hear a report from Linda Jones regarding her observations on the dog-fouling situation at the recreation ground.

Linda reported that the field is in a much better condition than at this time last year. She detected some instances of fouling during the half-term period and dealt with them herself. Linda expressed her hope that the football club is happier with the condition of the field and offered to continue to monitor the situation. The council thanked Linda very much for her efforts and agreed that levels of fouling have decreased since she and her colleagues began monitoring the situation. The council accepted Linda's offer to continue monitoring the field and asked her to report back to the council in three months

## **One member of the public left the meeting.**

**RESOLVED: It was proposed and agreed to move item 4(iii) to this point in the meeting to allow William Wallace to speak.**

**4 (iii) - To hear an update on the proposed relocation of a section of traffic calming on the A357; to agree any further action to be taken.**

The council heard a summary of a meeting between Colin Fletcher (Somerset County Council Highways department), Geoff Jarvis, the clerk and a member of the public, as follows:

- Colin Fletcher said that, if removing the current traffic calming section, the following would have to take place: decommission power, remove actual installation, make good tarmac.
- A safety audit is required before any work can take place. Colin Fletcher will organise this. It will be carried out by a SCC safety auditor.
- Colin Fletcher said that the relocation of this section of traffic calming would cost thousands of pounds.
- Colin Fletcher advised that there is a Local Transport Plan with a budget, which can be accessed by county councillors. He suggested that we contact William Wallace to get his backing for the scheme and ask him how to access funding.

William Wallace, having been previously provided with all relevant information by the clerk, said that he would support this proposed relocation. He reported that he had spoken to Colin Fletcher that day and confirmed that the safety audit is going ahead. Colin Fletcher is concerned that, moving the section of traffic calming to the proposed location will cause traffic to speed up again between this point and the next section of traffic calming, closer to the village. William agreed that the traffic calming section is in a bad position and that he will apply for funds from the 2012-13 Local Transport Improvement Scheme budget. Colin Fletcher has said that the cost of moving the traffic calming will be £5000 or more. William stated that he was unable to promise that the funding would be available, but that he would apply once the safety audit has been completed and the total cost is known.

There was some further discussion regarding the scheme, but it was thought best to wait to hear the results of the safety audit before discussing any further.

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

- (i) **To discuss the issues involved in merging the planning and main meetings; to agree if the two meetings should be merged; to agree a date for the merged meetings to start.**

The clerk informed the council that she had sought advice from SALC. In order to merge the two meetings, the council would have to disband the planning committee, meaning that all planning meetings would, in effect, be "Planning only" meetings of the council. The standing orders allow a committee to be dissolved at any time.

Adam Temperton reiterated the reasons for wanting to merge the meetings i.e. to simplify the council's organisation and to remove the problem of having wasted time between planning meetings and the main council meetings.

William Wallace informed the council that other parishes, for example Milborne Port and Templecombe, structure their meetings this way.

There was some discussion about the issue of meeting the deadlines for the submission of parish council comments on planning applications. The clerk confirmed that, if there is a danger that the parish council will not be able to comment by the deadline set, she has previously been able to agree an extension. Geoff Jarvis pointed out that it is unlikely that the planning department will proceed with an application without first having received the comments of a parish council, so that this should not present a problem.

**RESOLVED: It was proposed and agreed to merge the meetings from April 2012 on a trial basis; to review the new system after six months.**

- (ii) **To discuss alternative arrangements to deal with excess soil and rubbish at the cemetery; to agree alternative procedures.**

The clerk reported her findings from a survey of other parish and town councils in South Somerset that manage cemeteries. The trend is to provide litterbins and compost bins for waste. Those councils that did not return all soil to graves had the excess removed either for free by a local farmer or at a cost by a contractor or SSDC.

The council discussed the matter. Most councillors were of the opinion that cemetery users should take any litter and compostable waste home with them. Regarding excess soil, the council discussed a number of options and asked the clerk to find out more information for reporting back at a future meeting.

- (iii) **To hear an update on the proposed relocation of a section of traffic calming on the A357; to agree any further action to be taken.**

See above.

- (iv) **To finalise arrangements for the agreed litter-pick day; to agree any further action to be taken.**

**RESOLVED: It was proposed and agreed to hold two litter picking days on Saturday 31 March and Sunday 1 April at 11am on both days; that the clerk should arrange for refreshments for volunteers; that the clerk should arrange for use of the village hall kitchen; that the clerk should advertise the litter picking days in the notice boards and in the shop.**

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- (v) To review the March newsletter; to agree any final changes to the content before printing.

**RESOLVED:** It was proposed and agreed that the clerk should add the agreed dates for the litter picking days; that the first volunteer session at Oak Vale woodland will be Saturday 31 March and that this date should be entered into the newsletter; that the clerk should amend the start time of meetings on page four to reflect the merger of planning and main council meetings as per agenda item 4(ii).

- (vi) To agree the wording of a safety sign to be attached to the new zip wire.

This item was deferred to 6d as the clerk had erroneously entered this item onto the agenda twice.

## 5. Correspondence

a	03/02/12	Keri Denton, Programme Director, Somerset County Council	Stakeholder briefing regarding the 'Connecting Devon and Somerset' broadband programme. To remind the council how residents and businesses can support the programme.
Adam Temperton informed the council that, as Bath and North East Somerset has joined the programme, the end date of the consultation exercise has been extended to August 2012.			
b	07/02/12	Jacqui Churchill, Safer Somerset Partnership, South Somerset District Council	Invitation for a councillor to attend the Area East Community Safety Action Panel taking place at 10am in Wincanton on Tuesday 20 March. To agree a councillor to attend.
Sue Place informed the council that she is already attending this event in another capacity.			
<b>RESOLVED:</b> It was proposed and agreed that Sue Place will report back to the council at the next meeting.			
c	12/02/12	Mr and Mrs Frost, Henstridge	Request to fund and plant a tree to be dedicated to their son. To discuss the request and decide if the council agrees; to decide any further action to be taken.
The matter was discussed. The council is not against the planting of memorial trees but would like more information before making a final decision in order to ensure that the future look and use of the recreation ground can be considered.			
<b>RESOLVED:</b> It was proposed and agreed that the clerk should write to Mr and Mrs Frost to ask for clarification on the desired position of the tree and the type of tree.			
d	22/02/12	Pat Sollis, Somerset Association of Local Councils	Email with information on a training session available for the clerk on the subject of preparing accounts for the end of year. To agree if the clerk may attend.
The council was informed that the cost of this training is £20.00			
<b>RESOLVED:</b> It was proposed and agreed that the clerk may attend.			
e	18/02/12	Nick Colbert, District Councillor, Wincanton Ward and Henry Hobhouse, District Councillor, Cary Ward	Series of correspondence regarding car-parking charges in Wincanton. To decide if and how the council may wish to support Wincanton Town Council as suggested by Cllr Colbert.

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William Wallace told the council that SSDC is strongly in favour of introducing car park charges, although he is not. Mickey Vincent expressed the view that, the introduction of charges would stop shoppers using Wincanton High Street and that, in his opinion, district councillors do not have the relevant business acumen to realise this. There was some debate over whether the matter of charges in Wincanton car parks had already been decided. However, it was felt that this was an opportunity for the parish council to make its views on car park charges known.

**RESOLVED:** It was proposed and agreed that clerk will write to the relevant parties to express the council's opposition to car park charges.

**Sue Place abstained from voting.**

f	22/02/12	Alison Shearer, Headteacher, St Nicholas Primary School	Letter thanking the council for the donation of £50.00 agreed at the February meeting.
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For information only.

**20:02 - William Wallace left the meeting.**

f	27/02/12	Saveria Moss, South Somerset Together	Email informing the council of a free information evening on Wednesday 28 March at West Camel, aimed at helping to make more land available for people to grow their own food. To decide if a councillor will attend.
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The matter was discussed and it was felt that, as the parish council has no further land available, there was no need for a representative to attend.

**RESOLVED:** It was proposed and agreed that the clerk will forward details of this meeting to allotment holders and those on the waiting list as they may be interested in attending.

## 6. Council Matters

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

See above.

- b. To hear a report from Linda Jones regarding her observations on the dog-fouling situation at the recreation ground.

See above.

- c. To inform the council that there are items of office furniture that are now surplus to requirements due to the clerk's office relocation; to decide how to dispose of these items.

**RESOLVED:** It was proposed and agreed that the clerk will first offer the furniture to St Nicholas primary school then to Furnicare, if the school does not want it.

- d. To discuss and agree the wording for a sign to be sited on the new zip wire.

**RESOLVED:** It was proposed and agreed that a sign is not needed as contact details for the parish council are available at the skate park and play ground already.

- e. To hear a report of damage to Oak Vale Woodland; to agree any further action to be taken.

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Simon Cullum informed the council of an incident that took place since the last meeting, whereby someone was seen in Oak Vale woodland using an axe and other tools to remove some small trees. Signs have been put up at both entrances to the woodland informing people that only work agreed by the parish council may take place. Simon emphasised that the involvement of the community is most welcome, but that, for reasons of personal safety and preservation of the wood, the council must manage all work. Adam Temperton told the council that the PCSO is aware of the event in question and will challenge anyone he finds carrying out work in the woodland. Mickey Vincent emphasised that parishioners are welcome to enjoy the wood.

- f. To hear a request from the clerk that the council considers allowing her to seek quotes so that all tree and hedge maintenance work is carried out by one company; to discuss this matter and agree further action to be taken.

**RESOLVED: It was proposed and agreed that the clerk may seek to obtain quotes from individual contractors to carry out all tree and hedge maintenance work.**

- g. PROPOSAL FROM SIMON CULLUM – That the clerk writes to Somerset County Council to request that the verge and pavement at the corner of the A357 and Blackmore Lane are cleaned following the repairs carried out to the wall.

**RESOLVED: It was proposed and agreed that this item be dealt with under item 6h.**

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

The following highway issues were reported:

- The footpath from Blackmore Lane to the Cross is broken and rutted as a consequence of recent works.
- Verges in Marsh Lane from the village to the T-junction and from the T-junction to the industrial estate have been reported for substance and cracking but have still not been repaired.
- The finger post sign is still missing at A357/A30 opposite India Cottage.
- The finger post at A30 Bellmans Cross is still missing.
- The verge and pavement at the corner of the A357 and Blackmore Lane needs to be cleaned following works carried out.
- It was noted that Yarlinton Homes have done a good job of tidying the bank at Summerfields.

**RESOLVED: It was proposed and agreed that the clerk should report all the faults to the highways department.**

- i. Playground Inspection reports.

The clerk reported no problems. Repairs to the toddler unit should happen soon.

- j. To receive reports from Representatives (VHMC, HALT, Footpaths, Other) and provide guidance as appropriate.

**Village Hall Management Committee** – Jean Oswick reported that there has been another flood in the village hall kitchen, but that it has been dealt with. The AGM will be held on 14 May. There will be a quiz night on 21 September.

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**HALT** – Paul Brighten reported that HALT had discussed the traffic calming issue but that there was no further information to add to item 4 (iii) above.

**Footpaths** – Simon Cullum told the council that SCC will not help any further with the issue of the path (12/6) under the railway bridge. SCC said there are a number of dangerous footpath crossings and they are unable to deal with them at this time. There was some discussion around the issue of ownership of the proposed new route for the footpath. It is believed that it is private property. There are private individuals in the parish that may be taking this matter forward.

**Youth** – Sue Place reported that she has had positive feedback regarding the installation of the zip wire.

## 7. Finance

- a. To approve the cashbook and bank account reconciliation February 2012 as presented.

**RESOLVED:** It was proposed and agreed that this item be deferred to the next meeting.

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

The Clerk reported that a transfer of £3000.00 had been made from the deposit account to the current account in order to cover day-to-day running costs and a transfer of £3644.63 had been made from the deposit account to the project account as agreed in the November budget meeting.

**RESOLVED:** It was proposed and agreed to approve these transfers.

- c. To inform the council that, since the last meeting, Adam Temperton and Dave Nicholls signed a letter to the bank informing them of the change of office address.
- d. To approve the following accounts for payment and two signatories for cheques:-

Madasafish	Phone and Internet Services (24.02.12 to 23.03.12)	£32.79
SALC	Affiliation Fee	£434.07
Zöe Godden	Reimbursement for Network Adapter	£15.99
HMRC	Tax and NICs	£140.63
George Edwards	Wages (February 2012)	
Terry Pulling	Wages (February 2012)	
Zöe Godden	Wages (February 2012)	
Came & Company	Insurance	£1781.77
T J Young	Service and repair of mower	£99.11
G Place	Maintenance of Oak Vale Woodland	£355.35
Henstridge Cricket Club	Grass cutting, second installment	£756.89

**RESOLVED:** The above accounts were approved for payment and Adam Temperton and Dave Nichols agreed as signatories.

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- e. To sign two additional cheques as agreed at the February 2012 meeting for grants for St Nicholas Primary School (£50.00) and Henstridge Parochial Church Council (£100.00)

**RESOLVED:** The above cheques were signed by Adam Temperton and Dave Nichols.

f. Income

Peter Jackson	Interment of ashes – P Hobbs	£44.32
Appleby and Childs	Additional inscription – E Salter	£49.26

**Date of Next meeting** – The next Parish Council meeting will be held on **Monday 2nd April 2012**. 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 22<sup>nd</sup> March.

**Meeting ended 20:25**



**Zöe Godden  
Parish Clerk**