

HENSTRIDGE PARISH COUNCIL

Clerk: Zöe Godden, Corbins, St Martins Square, GILLINGHAM. SP8 4DP Tel:
01747 826722

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www.henstridgeparishcouncil.org.uk

Draft minutes of the Parish Council Meeting held at the Henstridge Village Hall Lounge on Monday 14th May 2012.

Present

Councillors: Adam Temperton (chair), Simon Cullum, Sue Place, Peter Crocker, Jim Fitch, Geoff Jarvis, Paul Brighten, Mickey Vincent, Dave Nichols, Carolyn Nichols and Paul White.

Clerk: Zoe Godden

There were 0 members of the public in attendance for the beginning of the meeting

The meeting began at 19:00

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

Apologies had been received from Jean Oswick and William Wallace.

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

2. To elect a Chairman of the Council and receive the Chairman's declaration of Office.

RESOLVED: It was proposed and agreed that Adam Temperton should continue as chairman; declaration of acceptance of office to be signed at the June meeting.

3. To elect a Vice-Chairman of the Council and receive the Vice-Chairman's declaration of Office.

RESOLVED: It was proposed and agreed that Dave Nichols should continue as vice-chairman; declaration of acceptance of office to be signed at the June meeting.

4. To review the arrangement that the finance committee is made up of the entire council and agree any changes.

RESOLVED: It was proposed and agreed that this arrangement will continue.

5. To review the arrangement that the personnel committee is made up of the entire council and agree any changes.

RESOLVED: It was proposed and agreed that this arrangement will continue.

6. To review the representatives of the council to other groups and agree any changes.

RESOLVED: It was proposed and agreed that the following representatives would remain unchanged:

Henstridge Airfield Consultative Committee – Adam Temperton
Highways/Drains Representative – Peter Crocker
Footpaths Representative – Simon Cullum
HALT – Paul Brighten

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RESOLVED: It was proposed and agreed that Sue Place will cease to be the Youth Representative; that Adam Temperton will be the new Youth Representative.

RESOLVED: It was proposed and agreed that, due to the relevant councillors being absent, the following would be deferred to the next meeting:

Village Hall Management Committee, Somerset Association of Local Councils and Yenston Representatives.

7. Declarations of interest.

Peter Crocker declared personal interests in items 9c, 12 ii 12 iii.

8. To approve as a correct record the minutes of the previous meeting held on 02/04/12.

RESOLVED: It was proposed and agreed to accept the minutes without amendment.

9. To consider the following planning applications:

	Application number	Proposal	Applicant details
a	12/01273/FUL	The erection of an extension to form new en-suite and garage	Mr C Pitman, Cosanta, Vale Street, Henstridge. BA8 0SQ
RESOLVED: It was proposed and agreed that the parish council supports this application.			
Peter Crocker abstained from voting and asked for this to be noted in the minutes.			
b	12/01409/FUL	The installation of a solar photovoltaic array and associated equipment and boundary fence.	E-tricity Trading Ltd, Land OS 2400 Cherry Bolberry Farm, Landshire Lane, Henstridge
RESOLVED: It was proposed and agreed that the parish council supports this application.			
c	12/01702/FUL	Erection of a detached garage and workplace	Mr A Richards, 25 Ash Walk, Henstridge. BA8 0QB
RESOLVED: It was proposed and agreed that the parish council does not support this application for the following reasons:			
<ul style="list-style-type: none"> • It is felt to be an inappropriate development of an unspecified workplace in an otherwise residential area. • There is not enough information to assure the council that the development will not be a nuisance or obstruction to neighbours. 			

10. Matters of report from previous applications:

Application number	Proposal	Applicant details	Council comment at the time of first consideration	Current status

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11/01741/FUL	Seven new dwellings comprising a terrace of four newbuild units and conversion and extension of existing outbuildings to form three units together with associated access road, car parking and turning area	Polestar Developments Ltd, Former Waverly Farm, High Street, Henstridge. BA8 0RZ	It was proposed and unanimously agreed to strongly support the application with proviso that access from site to highway is put in place before works begin.	Withdrawn
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11. Matters deferred and arising from previous meetings:

- a) To hear an update regarding the council's request for a copy of the previous planning scheme of delegation from South Somerset District Council. To decide any further action to be taken.

RESOLVED: It was proposed and agreed to defer this item to the next meeting to allow more time for the correct information to be found.

12. Correspondence

i	18/04/12	Barry Knox, SSDC Tree Warden Co-ordinator	To hear information regarding the role of tree warden; to decide which councillor will volunteer to be tree warden for Henstridge.
RESOLVED: It was proposed and agreed that Simon Cullum would be tree warden.			
ii	20/04/12	David Morgan, Dyne Drewitt Solicitors	To hear advice from Mr Morgan regarding the repeated damage to the trees at the recreation ground on the border with 25 Ash Walk; to decide a course of action.
19:20 – 19:22 councillors went outside to view the hedge.			
RESOLVED: It was proposed and agreed that the clerk would make contact with the occupant of 25 Ash Walk to try to make an appointment; that Simon Cullum and the clerk would attend the appointment should it be possible to make one; that, should it not be possible to make an appointment, the matter is brought before the council again to agree a way forward.			
iii	23/04/12	Ms V Johnson, Henstridge	To hear a request to allow guests to a private barbeque in Vale View to use the village hall car park; to decide if this is acceptable.
The clerk informed the council that Mrs Johnson had withdrawn her request to use the car park.			
iv	01/05/12	Bridget Hallett, Henstridge Parochial Church Council	To hear a request to allow the PCC to hold their Jubilee celebrations at the recreation ground; to decide if this is acceptable.
RESOLVED: It was proposed and agreed that the council will allow the firework display to take place at the recreation ground on the condition that the organisers adhere to the guidelines provided by their insurers in terms of health and safety.			

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13. Council Matters

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

No report had been received.

- b. To discuss and agree topics for the June newsletter.

RESOLVED: It was proposed and agreed that the following matters would be reported in the June newsletter: Success of the litter picking days, summary of the annual parish meeting and the appointment of a tree warden.

- c. To inform the council that Simon Cullum and George Edwards will be liaising directly regarding maintenance of Oak Vale Woodland.

The council noted this item.

- d. To inform the council that the clerk has booked a place on a SALC course covering the new section 7 of the CiLCA qualification which has changed from “Power of Competence” to “General Power of Wellbeing” due to the Localism Bill.

The council noted this item.

- e. To ask the chair and vice chair of the council to sign this year’s pitch rental agreement with the football club.

The agreement was duly signed.

- f. To inform the council that the clerk will start a new job as clerk to Mudford Parish Council from 1 June. The clerk will be taking on this job alongside her work for Henstridge.

The council noted this item.

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

RESOLVED: It was proposed and agreed that the clerk should write to a senior representative of Somerset County Council’s Highways department to request a joint site visit with councillors to point out the new and recurring drain and highway problems occurring in the parish as follows:

- Blocked drains outside the Virginia Ash pub, Furge Grove and near Oak Vale woodland in Marsh Lane.
- New tarmac at bus stop in Ash Walk creates a large puddle causing pedestrians to be soaked by passing vehicles.
- Pot holes in Church Street.
- Dead tree leaning against living tree in St Nicholas Path.
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- h. Playground Inspection reports. To receive a quote for repairs to the playground equipment and to agree if this is acceptable.

The clerk reported that welding had been repaired by Monsterplay on one of the skate ramps.

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

HALT – Paul Brighten requested an update from the clerk regarding the proposed re-siting of the section of traffic calming at Townsend. The clerk reported that William Wallace had called to say he had secured funding for the relocation. Mr Wallace also reported that he had secured funded to investigate the possibility of changing the speed limit outside the school to 20 mph.

14. Finance

The clerk informed the council that, as agreed in this year's budget setting, a new laptop and software would be delivered shortly. It is to be supplied by Milborne Port Computers, whose quote was competitive and included set up.

- a. **To inform the council that the clerk made an amendment to its instructions regarding the purchase of 300 postage stamps at the pre-April rate.**

The clerk reported that she had been unable to purchase 300 stamps from any one post office, so she amended the cheque and purchased them online. The council noted this item.

- b. **To review the financial regulations and financial risk assessment; to agree any necessary amendments.**

RESOLVED: It was proposed and agreed that no changes were needed to these documents.

- c. **To approve the cashbook and bank account reconciliation for April 2012 as presented.**

RESOLVED: The Cash Book and Bank Reconciliation for April 2012 as verified by Carolyn Nichols were approved and signed by the Chair.

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

The clerk reported that £3000 had been transferred from the deposit account to the current account for day-to-day expenses.

RESOLVED: It was proposed and agreed to approve this transfers.

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

Madasafish	Broadband & Internet charge - 24.04.12 to 23.05.12	£35.16
Zöe Godden	Reimbursement for P & P for new router	£4.99
Milborne Port Computers	Domain hosting and 6 months web support to Nov 2012	£102.00
Zöe Godden	Reimbursement for recorded delivery charge for S106 application (Play area)	£2.23
Direct Hygiene Supplies	Wire Mesh Sack Holder - play area	£107.45
GB Sports & Leisure	Repairs to toddler unit, supply and fitting of 2 new flat swing	£816.00

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	seats.	
Ring Street Filling Station	Fuel and oil	£28.29
CLP	Stationery	£35.61
George Edwards	Wages - May 2012	
Terry Pulling	Wages - May 2012	
Zöe Godden	Wages - May 2012	
HMRC	Tax & NICs	£42.88
Zöe Godden	Mileage April 2012	£107.55

The cheque values were verified against the invoices presented by Adam Temperton and the invoices signed as a correct match.

RESOLVED: The above accounts were approved for payment and Adam Temperton and Paul Brighten agreed as signatories.

f. Income

Mr G Powell-Smith	Allotment fee 12-13 (17)	£10.00
Mr A Beaney	Allotment fees 12-13 (new 4b & 6c)	£12.50
Peter Jackson Funeral Services	Ashes plot and interment - J Groombridge	£97.74
Mrs S Rayment	Allotment fee 12-13 (9)	£15.00
Mr Hunt	12-13 rent for Common Lane field	£150.00
Henstridge United Football Club	Pitch rental 12-13	£186.35
Mr & Mrs Paginton	Allotment fee 12-13 (3a and 6a)	£12.50
Ms Perry	Allotment fee 12 -13 (20)	£15.00
S Davies	Allotment fee 12-13 (5 & 6b)	£20.00

The council noted the income as reported.

15. Date of Next meeting – The next Parish Council meeting will be held on **Monday 11th June 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 31st May**.



Zöe Godden
Parish Clerk

Meeting ended 19:41.