

HENSTRIDGE PARISH COUNCIL

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

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Approved minutes of a meeting Henstridge Parish Council held on Tuesday 3rd April 2018

Present: David Nichols (Chair), Howard Bentley-Marchant, Ken Courtenay, Simon Cullum, Dennis Finch, Carolyn Nichols, Barry Paginton, Sue Place and Michael Player.

Also present: Steve Haigh (Radio Ninesprings) and District and County Councillor William Wallace.

Clerk: Zöe Godden

The public open session started at 19:30

Steve Haigh summarised information received in a grant application from Radio Ninesprings, which was a community radio project seeking funding from local organisations, including town and parish councils, in order to set up a radio studio and transmitter in Yeovil. The total cost of the project was £35,000 but £19,000 of this had already been raised. Steve confirmed that the new transmitter should cover the whole of the South Somerset region. Broadcast content would be 60% speech and 40% music. Steve informed members that Radio Ninesprings was part of Yeovil College and offered opportunities for young people to learn about broadcasting. Steve said that running costs for the station would be funded through advertising. Ken Courtenay noted that the coverage map submitted with the grant application showed that Henstridge would not be covered by the Radio Ninesprings transmitter. Steve said that it would be possible to receive the station across the whole of South Somerset. If it was found that Henstridge was not covered, Steve said that an additional transmitter may be erected to improve coverage in the future.

The Chair thanked Steve Haigh for his time.

The public open session was closed and the main meeting started at 19:44

1. Apologies for absence.

Apologies had been received from District Councillor Hayward Burt, John Graham, Jean Oswick, Bruce Pike and PCSO John Winfield.

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

2. Declarations of interest.

Carolyn Nichols and David Nichols declared disclosable pecuniary interests in item 11g) as their company, David Nichols Associates, was one of the contractors involved in improvement works to the Village Hall for which the grant application had been submitted. It was **agreed** that Simon Cullum would take over as Chair for this item.

3. To approve as a correct record the minutes of the previous meeting held on 05/03/18.

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

4. Reports

a) To receive any Police matters.

The Clerk reported that the priorities raised at the recent PACT meeting had been added to the Avon and Somerset Police website. These were speeding and anti-social behaviour.

b) To receive County and District Councillor reports.

District and County Councillor William Wallace reported that:

- Somerset County Council had successfully prosecuted Wessex Water for roadworks offences. Wessex Water had been ordered to pay over £3000 in fines and costs.
- The Heart of the South West Joint Committee was to be chaired by Somerset this year and it was hoped that some devolution funding may be obtained from central Government.
- There had been a big increase in people switching careers to become social workers via the Government-run Step Up to Social Work course. All 28 of the first year's intake had passed the course.

5. To consider the following planning applications:

Application number	Proposal	Applicant details
a) 17/04945/FUL	Conversion of garage to habitable accommodation.	Mr Nathan Hart, 37, Townsend Green, Henstridge. BA8 0TT
RESOLVED: It was proposed and unanimously agreed that the Parish Council recommended approval of this application with the proviso that an additional parking space is provided for the property, as per the advice from SSDC's Highways Consultant.		
b) 18/00779/COU	Change of use of agricultural land to residential (retrospective)	Mr & Mrs I Tribe, The Crossing House, Common Lane, Yenston. BA8 0NB
RESOLVED: It was proposed and unanimously agreed to recommend approval of this application.		

6. Recent SSDC Area East planning decisions:

Application number	Proposal	Applicant details	Current status
a) 17/04766/FUL	Recreational use of land to include retention of 9 hole golf course, driving range, clubhouse, access and parking areas, extend parking area, construct decking, provision of moveable structures including service yard containers, shower/toilet block , creation of pond, use of existing pond for coarse fishing and use of land for touring caravan park for a maximum of 60 no. pitches.	Henstridge Golf and Leisure, Marsh Lane, Henstridge. BA8 0TG	Granted with conditions
b) 18/00224/FUL	Formation of glazed canopy on rear elevation	Mr & Mrs I Tribe, The Crossing House, Common Lane, Yenston. BA8 0NB	Granted with conditions

Noted.

7. Other planning matters

- a) To note receipt of information regarding revisions to the National Planning Policy Framework and to agree member(s) to comment on the consultation.

It was **agreed** that Ken Courtenay would look at the information and bring a recommended response to the next meeting.

Action 180403/1: Ken Courtenay

- b) To note receipt of an email from SSDC advising Parish Councils to sign up to the Weekly List of Planning Applications and that paper copies of decision notices will no longer be sent.

Noted.

8. Matters deferred and arising from previous meetings:

- a) To note that a response to the Local Government Boundary Commission's ward review had been submitted by the Clerk, as instructed at the previous meeting.

Noted.

9. Correspondence

a)	06/03/18	SSDC	To note receipt of the Draft Somerset Strategic Housing Framework 2018-2022 and to agree a member(s) to complete the associated questionnaire.
It was agreed that Carolyn Nichols would respond on behalf of the Parish Council. Action 180403/2: Carolyn Nichols			
b)	08/03/18	SSDC	To note that the next Henstridge Airfield Consultative Committee meeting will be held on 25 th April and to agree any specific agenda items the Council would like to raise.
Ken Courtenay requested that the following items be raised at the HACC meeting: <ul style="list-style-type: none"> • Aircraft movement data should be provided to cover the period from the last HACC meeting on 19 October 2016. • 30 days' notice should be given of a proposal to change the HACC constitution to request that the Chairman of Area East Committee should act as Chairman of the HACC until the first triennial review. • 30 days' notice should be given of a proposal to change the HACC constitution to request that the quorum of all HACC meetings should be six members or their duly appointed substitutes. It was agreed that these three items would be raised at the HACC meeting on 24 th April. Action 180403/3: Parish Clerk			
There was some discussion about how HACC meetings should be advertised to the public and Michael Player suggested that an advert could be placed in the Blackmore Vale Magazine. Sue Place noted that this sort of meeting could be advertised on Radio Ninesprings.			
c)	15/03/18	SCC	To note that the deadline for comments to the Libraries Consultation has been extended to 13 th June.
Noted.			
d)	20/03/18	SSDC	To note that SSDC is running information events relating to the General Data Protection Regulations and to agree a member(s) to attend at a cost of £10.00 each; to agree that the Clerk may attend at a cost of £25.00.
RESOLVED: It was proposed and agreed that John Graham and the Clerk could attend the respective events and that the Clerk should make bookings accordingly. Action 180403/4: Parish Clerk			
e)	20/03/18	SSDC	To note receipt of an invitation to the Annual Town and Parish Council meeting on 23 rd April and to agree a member(s) to attend; to agree that the Clerk may attend.
RESOLVED: It was proposed and agreed that Ken Courtenay, Carolyn Nichols, David Nichols and the Clerk would attend the meeting. Action 180403/5: KC, CN, DN & Parish Clerk			
It was further agreed that the following matters would be suggested for inclusion on the agenda: the effects on Town and Parish Councils of the changes to the Speed Indicator Device scheme; promotion of a new page on the SSDC website giving useful information to Town and Parish Councils; exploring the idea of closer working between Town and Parish Councils, SSDC and SCC to realise economies of scale. Action 180403/6: Parish Clerk			
f)	27/03/18	SALC	To agree a member(s) to respond to a consultation on a Review of Local Government Ethical Standards.
It was agreed that Simon Cullum would respond to the consultation of behalf of the Parish Council. Action 180403/7: Simon Cullum			

10. Council Matters

- a) To consider how the Parish Council will commemorate the centenary of the end of WW1.

Members felt that acquisition of a Silent Soldier would be a good idea. Simon Cullum suggested making a historical study of people from the Parish who had been involved in WW1 and the Clerk was instructed to forward the contact details of local historian, Caroline Rowlands, to Simon.

Action 180403/8: Parish Clerk

RESOLVED: It was proposed and agreed that the Clerk should acquire a Silent Soldier either from Stalbridge Town Council if any were still available or from the British Legion via Howard Bentley-Marchant. It was further agreed that the Silent Soldier should be located near the notice board at the Bird in Hand and that the Clerk should contact St Nicholas School to see if the children would like to be involved in putting it in position.

Action 180403/9: Parish Clerk

- b) To hear feedback from a meeting with the Diocese of Bath and Wells regarding possible future uses of the Glebe Field. (DN)

David Nichols reported that the Diocese had no plans for the Glebe Field in the short to medium term but that it had been made clear that the Parish Council would be interested in being involved in any future plans for the land. The Diocese had confirmed that any future plans would include an extension for the burial ground. Carolyn Nichols added that the Diocese had plans to sell the vicarage and to build a new one on land on the same site.

The Clerk was instructed to add an item to the next agenda for members to consider how they would like to see the Glebe Field used in the future and how the Parish Council might like to be involved in plans for its future.

Action 180403/10: Parish Clerk

- c) To note progress with the Housing Needs Survey and agree any action to be taken. The Clerk reported that approximately 230 surveys had been returned to SSDC, either on paper or online.

It was **agreed** that the closing date for the surveys to be returned should be extended by two weeks and that the Clerk should publicise the extension on the Nextdoor website.

Action 180403/11: Parish Clerk

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

Howard Bentley-Marchant reported that, due to blocked pipes at the bend in Park Lane, rain water was forming its own channels across the road and damaging the tarmac. The Clerk was instructed to report this matter to County Highways.

Action 180403/12: Parish Clerk

The Clerk was instructed to chase up the two issues reported to SSDC's Planning department relating to flooding on Stalbridge Road and to developments in a field at Stalbridge Road.

Action 180403/13: Parish Clerk

20:44 – William Wallace left the meeting.

- e) To hear any matters arising from playground, skate park and gym inspection reports. The Clerk reported that repairs to the play area were underway and would possibly be finished next week, depending on the weather.

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

VHMC – David Nichols reported that repainting of the main hall had been finished, some insulation been installed and the suspended ceiling would be finished soon.

CSW – Michael Player reported that he and Bruce Pike had held a CSW session on Sunday 1st April on the A30. Eight vehicles were recorded as breaking the speed limit, with three of those exceeding 40mph.

11. Finance

- a) To approve a list of direct payments and authorise the Clerk to make these at the agreed frequency for the coming financial year 2018/19; to agree two bank signatories to sign the authorisation sheet.

RESOLVED: It was proposed and agreed to approve the list and to authorise to make the payments accordingly; it was agreed that Simon Cullum and David Nichols would sign the authorisation form.

- b) To approve the cashbook and bank account reconciliation for February and March 2018 as presented.

RESOLVED: The Cash Book and Bank Reconciliation for February and March 2018, as verified by Carolyn Nichols, 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
	Staff	Salaries March 2018	£1052.70
	Staff	Salary March 2018	£41.15
	Staff	Expenses March 2018	£146.35
11f) 04/07/16	bOnline	Village Hall broadband February 2018	£28.07
10f) 04/12/17	Scribe	Annual accounting software licence 2018/19	£237.72
	Charlton Horethorne Parish Council	Use of colour printer (HNS flyers)	£5.20
	Henstridge Cricket Club	Grass cutting April 2017 to March 2018	£1513.78
	Shaw & Sons	Register of burials book	£183.60
10e) 08/01/18	St Nicholas Primary School	Grant 2018/19	£1000.00
10h) 05/03/18	Explorers Pre-School	Grant (Easter event)	£50.00
11f) 04/07/16	bOnline	Village Hall broadband March 2018	£28.07
	HMRC	Tax and NICs March 2018	£210.10

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 Simon Cullum and David Nichols agreed as signatories.

- d) To note that new pension contribution rates come into force from 6th April 2018, increasing monthly pension costs from £10.02 to £22.26. This has been accounted for in the 2018/19 budget.

Noted.

- e) To consider making a contribution of £400 per year to SCC for retention of the Speed Indicator Device scheme.

RESOLVED: It was proposed and unanimously agreed to contribute £400 for the continuation of the SID scheme.

Action 180403/14: Parish Clerk

- f) To consider how to allocate the Community Benefit Payment of £20,000 from Bowden Solar Park.

It was **agreed** to allocate the payment to future capital projects involving the extension of the burial ground into the Glebe Field. The Clerk confirmed that earmarked reserves can be

reallocated to different projects and that changes in earmarked reserves shall be approved by council as part of the budgetary control process, in line with Financial Regulation 4.9.

It was **agreed** to take agenda item 11h) at this point in the meeting.

h) To re-consider a grant request from Radio Ninesprings in light of the presentation received during the public open session and to sign a cheque if required. Members felt that, at this stage, it would not be able to offer financial assistance to the project because it was not certain that the radio station would be able to broadcast to Henstridge. The Clerk was instructed to write a letter of support for the project advising the applicant to re-apply for a grant in October when budget setting for the 2019-20 financial year would be taking place.

Action 180403/15: Parish Clerk

21:04 – Due to the previously declared DPis, Carolyn Nichols and David Nichols left the meeting and took no part in discussions or voting on item 11g). Simon Cullum took over as Chair for the remainder of the meeting.

g) To consider a grant request from Henstridge Village Hall towards the cost of improved interior lighting and to sign a cheque if required.

RESOLVED: It was proposed and agreed to give a grant of £200. Five votes for; Simon Cullum and Dennis Finch abstained from voting and asked for this to be recorded in the minutes.

Action 180403/16: Parish Clerk

12. Date of Next meeting –The next Parish Council meeting will be held on **Tuesday 1st May 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 Friday 20th April 2018.**

The meeting ended at 21:13

Agreed and signed by the Chair _____

Date _____