



HENSTRIDGE PARISH COUNCIL

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Draft Minutes of the Parish Council Meeting held on Monday 3rd February 2020 at 7.30pm at the Village Hall

Present: Ken Courtenay (Chair), Carolyn Nichols, Andrew McMillan, Elspeth Graham, John Graham, Barry Howlett, Adrian Gaymer, Howard Bentley-Marchant and Peter Crocker

Also Present: District and County Councillor William Wallace and District Councillor Hayward Burt along with Village Agent Felicity Bailey

Clerk: Emma Curtis

There were 7 members of the public in attendance. **The meeting commenced at 19:55.**

1. Apologies for absence.

Apologies had been received from Parish Councillors Simon Cullum, Jean Oswick, Jane Rose and David Nichols.

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

2. Declarations of interest.

None received

3. To approve as a correct record the minutes of the previous meeting held on 6th January 2020.

RESOLVED: It was proposed by Andrew McMillan and agreed by members to approve the minutes of the meeting held on 6th January 2020 as a true and accurate record of the meeting.

4. Reports

a) To receive any police matters: None received

b) To receive County and District Councillor reports:

District Councillor Hayward Burt reported on a lighting issue at Henstridge Trading Estate and confirmed a meeting with SSDC to discuss concerns is being arranged to include Buckhorn Weston and Henstridge Parish Councils. Cllr Burt provided information about two large housing applications in Templecombe stating that if approved it would add pressure on surrounding villages due to the increase in traffic and impact on Highways. Cllr Burt informed members of a new initiative from South Somerset Waste Partnership "Slim my Waste" which aims to increase the amount of food waste recycling.

District and County Councillor William Wallace reported that Climate Emergency events are being held by Somerset Climate Action Network and the aim is for the county to become carbon neutral by 2030. Cllr Wallace stated that the nearest event to Henstridge would be held on 22nd February at Vicarage Street Methodist Church, Yeovil. Ken Courtenay commented to Cllr Burt and Cllr Wallace that SSDC were poor at responding to Parish Council correspondence with emails being ignored. Ken requested that this be followed up accordingly and Cllr Burt assured it would be.

c) To receive report from Village Agent:

Village Agent Felicity Bailey referred members to the report and case study distributed prior to the meeting and summarised the items raised supplying information on her engagement within the community and services provided.

5. To consider planning applications:

	Application number	Proposal	Applicant details
a)	19/03328/HOU Amended plans	Erection of single storey rear extension to dwelling	The Meadow, Blackmoor Lane, Henstridge, BA8 0SN
<p>RESOLVED: It was proposed and agreed to recommend refusal of this application on the grounds it goes against Condition 5 of the approval to application 18/03315/FUL which states “no outbuildings or extension shall be erected within the residential curtilage of the dwelling hereby approved [other than those expressly authorised by this permission]”</p> <p style="text-align: right;">Action: 030220/1: Parish Clerk</p>			

6. Recent SSDC Area East planning decisions:

Application number	Proposal	Applicant details	Current status
19/02673/HOU	Alterations and the erection of a single storey rear extension and retaining wall (Revised Application)	Lynton, Vale Street, Henstridge, Templecombe, BA8 0SQ	Approved
20/00028/TCA	Application to carry out Tree Works within a designated Conservation Area	The Cross, High Street, Henstridge, Templecombe BA8 0QY	Decided

Noted.

Prior to item 7 Chairman Ken Courtenay requested some items were reordered, this was agreed by Council

7. Council matters

a) To consider further funding for Henstridge Youth Club and its future:

RESOLVED: It was proposed and agreed to postpone this item until the March meeting as Jane Rose was absent

Action: 030220/2: Parish Clerk

b) To receive report following meeting with Templecombe representative regarding Highways: Adrian Gaymer provided members with an report from his meeting with a representative from Templecombe Parish Council which focused on Highways issues they had experience within their parish. Adrian highlighted that Highways issues within Henstridge which would be exacerbated with new housing estates such as Gladman and recognised that the same issues are prevalent in neighbouring villages. Adrian suggested using Cotswold Transport Planning who helped Templecombe Parish Council to prepare a professional Highways report at an estimated cost of £2800 + VAT. Councillors commented they had little confidence in the Highways solution suggested in the Gladman planning application. Ken Courtenay asked Cllr Wallace if a report by a professional consultant would be considered by County Highways. Cllr Wallace responded that it may not be worth it for Henstridge as the expenditure may not be worthwhile at this stage. Barry Howlett stressed that it is important to learn from the process in Templecombe. Cllr Hayward Burt suggested it was important to check that Gladman and Highways are using the same manual and to check on their timetable. Howard Bentley-Marchant and Andrew McMillan agreed the Parish Council needs professional advice with John Graham stating advice should be sought as soon as possible.

RESOLVED: It was proposed and agreed to prepare a specification and gain quotations from professional consultants to gain an independent Highways report

Action: 030220/3: Adrian Gaymer

- c) To consider request from resident regarding establishing a working party from local cross border councils to deliberate planning and highways issues: Cllr Hayward Burt commented that Henstridge Airfield Consultative Committee was already operating but that he could investigate setting up another group and would consult with SSDC regarding cross boundary cooperation. Ken Courtenay suggested the A357 group may wish to get involved.
- d) To consider ideas and themes for the Annual Parish Meeting: Ken Courtenay proposed the Council should produce a five year plan for presentation at the Annual Parish Meeting in May. This was agreed by members.

RESOLVED: It was proposed and resolved to draft a five year plan and for ideas to be included to be passed to the Clerk for the March meeting

Action: 030220/4: Parish Clerk & Councillors

- e) To consider implementing a Council five year plan: See above.
- f) To receive information on shooting of cats within Henstridge following concerns from resident: Councillors agreed that following a report during Public Question Time this item had been dealt with by the Council and would remain an issue for the Police and RSPCA. Howard Bentley-Marchant suggested a notice be placed on the Parish Council website and Nextdoor to note that the Council is concerned about these incidents.

Action: 030220/5: Parish Clerk

- g) To consider request to host a Summer Playday and Family Fun Days at the recreation ground and consider funding required:

RESOLVED: It was proposed and agreed to request further information on each event with suggested dates prior to approval

Action: 030220/6: Parish Clerk

- h) To consider entering Village in Bloom: The Clerk and Carolyn Nichols stated they had not received much interest in this project, however, Elspeth Graham commented that the U3A groups may be interested.

RESOLVED: It was proposed and agreed to further publicise to gain support for this scheme and add to the March agenda for a final decision

Action: 030220/7: Parish Clerk & Carolyn Nichols

- i) To receive an update on the purchase of a Speed Indicator Device: The Clerk reported that the grant application to the Police Community Trust had been submitted and a decision could be expected in April. The Clerk stated she was also seeking other grant funding opportunities.
- j) To consider VE Day 75th Anniversary commemoration: The Clerk reported that the WI had expressed an interest in the commemoration. Carolyn Nichols suggested a memorial raised bed could be planted near to the war memorial and opened on 8th May. Andy McMillan suggested getting a plaque to be placed within the flower bed. The Clerk was requested to speak with SSDC to check on any restrictions on the verge which would preclude the Council from planting there.

Action: 030220/7: Parish Clerk

- k) To note complaints received regarding an adult venue at Marsh Lane: Ken Courtenay reported that he, the Clerk and David Nichols had each received complaints about a swinger's venue which was operating on Marsh Lane. Ken confirmed that he and the Clerk had contacted SSDC regarding possible licensing, planning and public nuisance issues but no response had yet been received.
- l) To receive an update on the BMX Pump Track: The Clerk reported that the track was now complete and the grant funding was being claimed. John Graham commented the area would need some grass seed and a temporary barrier had been erected

between the fence and wall. Andrew McMillan mentioned he was concerned that small dogs may run under the fence and that perhaps adding a lower bar or mesh would restrict this.

- m) To hear matters arising from playground, skate park and outdoor gym inspection reports: No issues arising. It was noted that the recent hedge cutting had left sharp jagged branches from the hedge in the children's play area.
- n) To receive reports from representatives (Allotments, CSW, Footpaths, Tree Warden, VHMC, Youth, Highways, Other) and provide guidance as appropriate:

CSW: Barry Howlett reported that new equipment had arrived for CSW but as yet no progress had been made.

Allotments: Barry stated that the allotments had new tenants and outline plans were in place for the sheds and raised beds and that the tenancy agreement was being reviewed.

Tree Warden: No report received as Tree Warden absent but Carolyn Nichols suggested he may wish to take up the task of Parish Paths Liaison Officer. The Clerk was asked to speak with him. Elspeth Graham commented that the works undertaken at Oak Vale Wood had been really well done but asked when the drainage was going to be attended. Andrew McMillan commented that some trees had been damaged by the hedge cutting at the recreation ground.

VHMC: Carolyn Nichols reported that the VHMC had received a grant towards getting a new fridge and freezer and that the committee were in the process of redesigning the main kitchen. Carolyn confirmed the committee would be replacing the VH noticeboard and requested permission from the Council to purchase a new sign. This was agreed by all.

Highways: Peter Crocker reported a number of Highways issues which the Clerk had already reported to Highways but would relay to them again.

8. Finance

- a) To approve the cashbook and bank account reconciliation for the current account to 27th December 2019

RESOLVED: It was proposed and agreed that the cashbook and bank reconciliation would be verified and signed by Barry Howlett

- b) To note income of £4,444 from SSDC s106 funding for BMX Pump Track
Noted.

- c) To note VAT reclaim income of £1,151.28
Noted.

- d) To consider grant request from Citizens Advice South Somerset

RESOLVED: It was proposed and agreed to grant Citizens Advice South Somerset £50

Action: 030220/4: Parish Clerk

e) To approve the following accounts for payment and two signatories for cheques;

Supplier/Contractor	Narrative	Amount
Staff	January Salary	£1087.85 (DD)
Staff	January Salary	£85.33 (DD)
Staff	January Salary	£44.29
Staff	January Expenses	£43.10
J.A. Stewart	Works at Oak Vale Woods	£2880.00
TGO	Screws for recumbent bike	£21.60
T.J Young	Lawn mower service	£115.69
T.J Young	Lawn mower service	£122.82
T.J Young	Hedge cutter service	£63.55

RESOLVED: It was proposed and agreed to approve the payments as presented and that David Nichols and Ken Courtenay would sign the cheques following the meeting as David was absent.

9. Correspondence

- a) To consider email regarding pony rides at the recreation ground on Saturday 25th April: **It was agreed that the Clerk would request further information regarding insurance and how the pony would be managed**
- b) To note email from SSDC regarding South Somerset Health Walks: **Noted**
- c) To note email from SALC regarding Well Wessex Day: **Noted**
- d) To consider email from Somerset County Council regarding Chair Awards for Service to the Community:
- e) To consider email from SSDC regarding Local Football Facility Plan: **Noted**
- f) To consider email from Somerset County Council regarding a Parish Path Liaison Officer: **It was suggested that the Tree Warden, Simon Cullum may like to take on this role. The Clerk confirmed she would liaise with him.**
- g) To consider email from resident regarding motorised scooters at Furge Lane: **Noted, was considered to be a Police matter.**
- h) To note email from resident regarding hedge cutting: **Noted, on the Open Spaces agenda.**

10. Date of Next meeting –The next Parish Council meeting will be held on **Monday 2nd March 2020**. 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 21st February 2020**.

The meeting closed at 21.29