



HENSTRIDGE PARISH COUNCIL

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Draft minutes of the Henstridge Parish Council meeting held Monday 7th December at 7.30pm via Zoom Conference Call Facilities

Present: Ken Courtenay (Chair), Elspeth Graham, John Graham, Adrian Gaymer, Simon Cullum, David Nichols, Carolyn Nichols, Jean Oswick and Barry Howlett

Also Present: District and County Councillor William Wallace

Clerk: Emma Curtis

There were no members of the public in attendance. **The meeting commenced at 7.30pm.**

1. **Apologies for Absence:** Received from Jane Rose, Peter Crocker, Andrew McMillan, Howard Bentley-Marchant and District Cllr Hayward Burt

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

2. **Declarations of Interest (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct):** None received.
3. **To approve as a correct record the minutes of the previous meeting held on Monday 2nd November 2020:**

RESOLVED: It was proposed and agreed by members to approve the minutes of the meeting held on 2nd November 2020 as a true and accurate record of the meeting.

4. **To note circulation of the Actions from Meeting list and discuss any matters arising:** Circulation of the Action List was noted. The Clerk provided initial costing information for a new bus shelter at the Townsend area of the village. David Nichols and Elspeth Graham suggested that new bus shelters may be a community asset which could be gained if the Gladman planning application proceeds. Barry Howlett commented it was important to engage with residents for their feedback. It was agreed to put the item into abeyance until further information was gained on the Gladman planning application.
5. **Reports**
 - a) **To receive any police matters:** No report received; however the Clerk reported following the Council's letter she had engaged in a lengthy conversation with a Sergeant who had explained police procedures. Barry Howlett stated he was yet to receive a response to his email sent following the last meeting and Simon Cullum reported that this private complaint appeared to have been lost in the system
 - b) **To receive County and District Councillor reports:** District and County Councillor William Wallace reported that nothing had changed regarding the parish Highways issues and was unlikely to until the Gladman planning application comes to fruition. (*Ken Courtenay suggested that agenda item 7b be moved forward while Cllr Wallace was in attendance, this was agreed by Council*). Adrian Gaymer provided an update on Highways issues and consideration was given to a pathway between Henstridge and Stalbridge. Adrian confirmed that he would be meeting with Highways the following day to address concerns and would feedback at the January meeting. David Nichols suggested the Council may be able to negotiate with the Gladman developers and Carolyn Nichols suggested the 30mph speed limit could be moved to the crossroads.

6. Planning

a) To consider the following Planning Application:

Application number	Proposal	Applicant Details
20/03121/HOU	Creation of vehicular access and hardstanding	52 Ash Walk, Henstridge, Templecombe
RESOLVED: It was proposed and agreed to support and recommend approval of this application and suggest the surface be porous.		
<i>Action: 071220/1: Parish Clerk</i>		

b) To note recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
20/02466/LBC	Rerendering of front southeast façade in lime render and lime wash. Colour changes of render and woodwork. Design change of hanging sign boards and the installation of a new front entrance door. (Part retrospective)	Virginia Ash Hotel, Sherborne Road, Henstridge	Approved
20/02467/ADV	The display of 2 No. externally signs – Sign 1 – Replacement hanging sign on original iron frame to front face of Pub Sign 2 – Replacement hanging sign in free standing sign gallow at entrance to car park	Virginia Ash Hotel, Sherborne, Henstridge	Approved

Noted.

7. Council Matters

a) To consider proposal from SSDC to refuse badger culling on Parish Council owned land: Information received from SSDC and the National Farmers Union was considered by Councillors and the pros and cons of badger culling was considered.

RESOLVED: It was proposed and agreed by a majority not to allow badger culling on Parish Council owned land.

b) To receive an update on the A357 and Highways Issues:

This item was considered earlier in the meeting during County and District Councillor reports.

c) To note the circulation of the draft Open Spaces Committee minutes dated 11th November: Circulation of the draft minutes was noted. Simon Cullum queried whether the need for a new play area had been addressed and residents surveyed and consulted and stressed this information would be required during grant applications. Simon also commented that there appeared to be many requests for memorial benches and suggested that trees may be a better option. Carolyn Nichols stated that children and adults had been consulted and the Clerk reported that the current play area was becoming a liability and wasting asset due to increasing maintenance costs. Jean Oswick stated that as the equipment was nearing the end of its life the Council had no option than to consider a new play area. Elspeth Graham suggested that the Council make it clear to residents that the majority of the new play area would be funded via grant funding. Barry Howlett reiterated that the Council should speak with parishioners. The Clerk suggested that due to grant funding timescales the design and information be supplied via the Council's website, Nextdoor and noticeboards and welcome comments over the next few weeks, this was agreed by all.

RESOLVED: It was proposed and agreed to advertise the play area design and provide information and invite feedback over the coming weeks.

Action: 071220/2: Parish Clerk

d) To review the Recreation Ground Rules and Regulations and approve the addition of requesting permission for music and lighting:

RESOLVED: It was proposed and agreed to adopt the amended Recreation Ground

Rules and Regulations as presented including the addition of requesting permission for music and lighting.

Action: 071220/3: Parish Clerk

e) To consider an appropriate area for Christmas Tree storage: The Clerk reported that SSSDC were not providing their Treecycling services this year. Councillors felt that due to the recent arson attacks within the village storing Christmas Tree's at the Village Hall Car Park could prevent a fire risk. It was agreed to advertise responsible disposal of trees.

Action: 071220/4: Parish Clerk

f) To consider play area design and quotation and receive feedback from working party: This item was considered during agenda item 7c, however, Carolyn Nichols reported that the working party had agreed on a final design and following consultation had implemented a playhouse into the scheme. Carolyn stated that the dismantling of the current play area had been removed from the contractor quote and a local supplier had been asked to provide a quote to see if it was more cost effective. Carolyn reported that a quote was also being sought for a fence in order to reduce hedge maintenance and increase safety. It was hoped that these costs would be received by the January meeting.

g) To note addition to the Financial Risk Management Document of the Covid 19 pandemic:
RESOLVED: It was proposed and agreed to adopt the amended Financial Risk Assessment Document as presented with the addition of the Covid-19 pandemic.

Action: 071220/5: Parish Clerk

h) To consider letter to the Diocese regarding the Glebe Field:

RESOLVED: It was proposed and agreed to submit the letter and plan to the Diocese as presented.

Action: 071220/6: Parish Clerk

i) To consider celebrations to mark The Queens Platinum Jubilee and consider budget: Carolyn Nichols suggested that the Council prepare for the Platinum Jubilee and consider a budget for the occasion. Elspeth Graham suggested a working party could be formed to look at ideas. Simon Cullum and John Graham advised engaging with the community to seek their ideas. It was agreed to defer this item to the January meeting.

Action: 071220/7: Parish Clerk

j) To note submission of grant application to the Climate Emergency Fund:
Submission of the grant application was noted.

k) To consider an article for Wots On regarding Parish Council powers and duties regarding planning:

Simon Cullum suggested an article be written to inform parishioners of the Parish Council's powers and duties regarding the planning process. The Clerk confirmed she had written a similar article before and could tweak to make relevant for Henstridge.

RESOLVED: It was proposed and agreed to write an article for Wots On, the website and Nextdoor on the Parish Council powers and duties regarding planning

Action: 071220/8: Parish Clerk

l) To note circulation of drain report:

Circulation of the drain report prepared by Andrew McMillan was noted.

m) To hear any matters arising from play area, skate park, BMX Pump Track and green gym inspection reports:

The Clerk reported that following the lifting of Lockdown all areas were again open and that

weekly inspections were continuing to take place. The Clerk noted disappointment in the removal of Covid-19 safety signage.

n) To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, Other) and provide guidance as appropriate:

VHMC: David Nichols reported that the committee had not met recently. Carolyn Nichols stated that the Mindful dementia charity is now meeting at the hall once a month.

8. Finance

a) To consider request from Cllr to transfer computer contents and install software onto new computer to allow attendance at virtual meetings:

RESOLVED: It was proposed and agreed to refuse this request. Barry Howlett volunteered to assist the Cllr with their IT issues.

b) To approve and adopt amended Financial Regulations to include Internet Banking and Electronic payment procedures:

RESOLVED: It was proposed and agreed to adopt the amended Financial Regulations as presented

Action: 071220/9: Parish Clerk

c) To note conclusion of Fixed Assets Valuation and circulation of report:

Circulation of the Fixed Assets Valuation was noted. Barry Howlett commented it was a shame the Village Hall valuation wasn't listed separately. Ken Courtenay requested that Council documentation be updated to record that Oak Vale Woods is not owned by the Council but leased via a peppercorn rent.

d) To note CIL income of £1,584.00 from SSDC:
Noted.

e) To note conclusion of transfer of accounts to Unity Trust Bank:
Noted.

f) To note circulation of bank reconciliations for the current account dated 23rd October and deposit account dated 17th November and agree for Cllr signature at a later date

RESOLVED: It was proposed and agreed to approve the bank reconciliations as presented to be signed at a later date

g) To consider Community Grant Application from resident:

RESOLVED: It was proposed and agreed to award the full grant request of £290.

Action: 071220/10: Parish Clerk

h) To approve setting up Standing Orders for the payment of salaries for the 25th of each month commencing 25th January 2021:

RESOLVED: It was proposed and agreed that Standing Orders be set up for the payment of salaries commencing on 25th January 2021.

i) To approve the following payments to be paid via internet banking:

Supplier/Contractor	Narrative	Amount
Staff	November Salary	£1,181.23 (DD)
Staff	November Salary	£104.00 (DD)
Staff	November Salary	£58.33 (DD)

HMRC	PAYE	£212.80 (DD)
Staff	Clerk November Expenses	£69.18
bOnline	Village Hall Broadband	£32.57 (DD)
SLCC	Virtual Practitioners Conference 2021	£90.00
Stalbridge Building Supplies	Gravel and pegs	£6.73
SALC	Budgeting Effectively Training	£25.00
Scribe	Scribe Cemeteries Annual License and Set Up	£1,005.60
SSDC	Ranger Labour October	£173.16
GTH	Fixed Assets Report and Valuation	£1,155.00
Vale Signs and Print	Signage and Installation	£445.00

RESOLVED: It was proposed and agreed to approve the payments as presented. Ken Courtenay and Simon Cullum agreed to authorise the payments via Unity Trust internet banking.

9. Correspondence

	From	Content
a)	SSDC	To note receipt of briefing paper regarding Phosphates
Noted.		
b)	SSDC	To note receipt of proposal to refuse badger culling on SSDC land
Noted. Considered during agenda item 7a		
c)	Somerset Waste Partnership	To note receipt of November Briefing
Noted.		
d)	Somerset County Council/NHS	To note receipt of letter from health care leaders
Noted.		
e)	National Farmers Union	To note receipt of email regarding badger culling
Noted. Considered during agenda item 7a		
f)	Office of National Statistics	To note receipt of email regarding Census 2021
Noted. The Clerk reported a presentation would be held at the January meeting		
g)	Somerset Eco Centre	To note receipt of email from Somerset Eco Centre
Noted. It was agreed not to proceed with this initiative at this time.		

10. Date of Next Meeting – The next Parish Council meeting will be held on **Monday 11th January 2021**. 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 December**

The meeting closed at 9.00pm



Emma Curtis
Parish Clerk