



HENSTRIDGE PARISH COUNCIL

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Draft minutes of the Henstridge Parish Council meeting held on Monday 1st March 2021 at 7.30pm via Zoom Conference Call Facilities

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

Also Present: District and County Councillor William Wallace
District Councillor Hayward Burt

Clerk: Emma Curtis

There was one member of the public in attendance. No questions were asked. The meeting commenced at 7.30pm

1. **Apologies for Absence:** Received from Howard Bentley-Marchant

RESOLVED: It was proposed and agreed to approve the reason 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):** Received from Barry Howlett agenda items 8b and 8c (*Barry explained his connection with the school*) and agenda item 6a, *neighbour of applicant*. Also received from Simon Cullum and Adrian Gaymer, agenda item 6a, *neighbours of applicant*.

3. **To approve as a correct record the minutes of the previous meeting held on Monday 1st February 2021:**

RESOLVED: It was proposed and agreed by members to approve the minutes of the meeting held on 1st February 2021 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 document was noted. There were no items outstanding.

5. **Reports**

a) To receive any police matters: The Clerk read a report received from the PCSO detailing crime statistics for February. It was noted that there had been a report about motorcycles being ridden around the recreation ground and Skate Park. The PCSO confirmed that this was being followed up with further patrols of the area. Carolyn Nichols expressed concern about the number of crimes classed as "Violence against the Person" and the Clerk was requested to find out what this term actually meant in police terms.

Action: 010321/1 Parish Clerk

- b) To receive County and District Councillor reports:**

District and County Councillor William Wallace reported that the budget for 2021/22 had been agreed with an increase in budget for a number of sectors including adult social care, children's social care, climate change and emergency fund. Cllr Wallace confirmed that funding had been earmarked for continued free school meals over the Easter period and that a donation had been made to the Citizens Advice Bureau of £400,000. Cllr Wallace urged members to take part in the

public consultation regarding the locally-led reorganisation of Somerset local government with proposals from One Somerset and Stronger Somerset.

District Councillor Hayward Burt commented that the local government consultation ends on April 19th and that the SSDC Area East committee were working formally again. Cllr Burt provided information about the Recycle More scheme which would provide extra recycling for hard plastics and confirmed he would be attending upcoming meetings to find out further information. To conclude, Cllr Burt provided further information on the Connecting Somerset and Dorset scheme to provide faster broadband. Ken Courtenay suggested that the local government consultation be posted on Nextdoor and the Parish Council website.

Action: 010321/2 Parish Clerk

6. Planning

Chair Ken Courtenay requested the Council suspend standing orders to consider an extra agenda item; a further planning application which deadline fell prior to the next meeting, this was approved by all Councillors and the application was considered.

a) To consider Planning Applications:

Application number	Proposal	Applicant details
21/00089/HOUS	Erection of a Conservatory	The Coach House, Ash Walk, Henstridge, BA8 0QH
<p>RESOLVED: It was proposed and agreed to support this application and recommend approval. <i>Simon Cullum, Barry Howlett and Adrian Gaymer abstained from the vote.</i></p> <p style="text-align: right;">Action: 010321/3 Parish Clerk</p>		

Application number	Proposal	Applicant details
SCC/3728/2020	Importation of inert waste materials from local construction sites and the applicants own sites. The waste site is to be used for the sole purpose of the applicant and his business	Copse Quarry, Landshire Lane, Henstridge
<p>RESOLVED: It was proposed and agreed to respond stating that the Parish Council would like to seek reassurance that there will be no unauthorised dumping of material and that the waste site is supported by the correct security measures. In addition, the Parish Council would like to see appropriate road cleaning from trucks accessing the site with suitable wheel cleaning facilities. To conclude, the Parish Council has concerns regarding the impact HGV reversing alarms may have on surrounding resident's properties.</p> <p style="text-align: right;">Action: 010321/4 Parish Clerk</p>		

b) To note recent SSDC Planning Decisions: None

7. Council Matters

a) To note circulation of the latest draft Open Spaces Committee minutes: Circulation of the draft Open Spaces Committee minutes was noted.

b) To receive an update from the Queens Platinum Jubilee working party: Elspeth Graham provided a comprehensive update from the working party with concern given to the cost of bunting. Elspeth commented that the working party would encourage residents to decorate their own houses and for the community to get involved with confirmation that the WI would be arranging a party. It was agreed that a Union Jack on a flagpole would be a great gesture and a location for a flagpole would be considered at the next meeting. Elspeth confirmed that the working party would continue to meet and share ideas and report back to the Council.

c) To consider the purchase of a banner(s) to thank and support keyworkers: Quotations supplied by Andrew McMillan prior to the meeting were considered by Councillors with the majority of Councillors in support of purchasing some banners and displaying them around the parish.

RESOLVED: It was proposed and agreed to purchase four banners at the cost £7.49 each and to display them around the village to thank the NHS and Keyworkers.

Action: 010321/5 David Nichols

d) To receive an update on the A357 and Highways issues:

Adrian Gaymer reported that the A357 had been resurfaced and new lines painted. Adrian expressed his pleasure in the grant application for the SID being successful.

e) To note successful grant funding application from the Police Community Trust of £4,000 to purchase a Speed Indicator Device and approve signing of the Conditions of Offer document:

Councillors congratulated and thanked the Clerk for the successful grant application and approved the Clerk signing the Conditions of Grant Offer document. It was agreed that a small working party comprised of the Clerk, David Nichols, Carolyn Nichols, Adrian Gaymer and Barry Howlett would look at quotations for SID's and the different types on the market. Adrian Gaymer provided information on research he had conducted and some quotes received. The Clerk confirmed she would source the Highways agreement regarding posts which had been erected in the village for SID use. It was agreed that John Graham and Barry Howlett would receive Chapter 8 training in due course. David Nichols requested that Charlton Horethorne be contacted and informed of the progress made and whether they would like to be involved in the scheme.

RESOLVED: It was proposed and agreed for the Clerk to sign the Conditions of Grant Offer on behalf of the Council, for the working party to consider SID models and gain quotes and to contact Charlton Horethorne.

Action: 010321/6 Parish Clerk

f) To confirm a date for the Annual Parish Council Meeting:

The Clerk stated that the current Coronavirus legislation which allows Parish Council's to meet remotely is due to cease on 7th May 2021 meaning that the Annual Parish Council Meeting should be held virtually prior to this date as at present there are no plans for this legislation to be extended. The Clerk suggested that the annual meeting be held via Zoom on Tuesday 4th May.

RESOLVED: It was proposed and agreed to hold the Annual Parish Council Meeting on Tuesday 4th May

Action: 010321/7 Parish Clerk

g) To resolve, that if required, to readopt the Coronavirus Business Continuity Motion
RESOLVED: It was proposed and agreed that should it be required with legislation not being extended and face to face meetings not being possible the Council would readopt the Coronavirus Business Continuity Motion

Action: 010321/8 Parish Clerk

h) To consider options for this year's Annual Parish Meeting:

The Clerk reported that under the Coronavirus legislation the Parish Council had a statutory duty to hold an Annual Parish Meeting and failing to do so may result in the Council being challenged in court. Due to current restrictions, this meeting would need to be held virtually and before the legislation ceases on 7th May.

RESOLVED: It was proposed and agreed to hold a virtual Annual Parish Meeting on Wednesday 28th April.

Action: 010321/9 Parish Clerk

i) To consider how to communicate with the electorate regarding the 5 year plan:

Jane Rose stated she felt it would be beneficial to engage with parishioners regarding the draft 5 year action plan and queried how this could be achieved. The Clerk explained that due to the pandemic the last Annual Parish Meeting had been cancelled which is usually a prime opportunity to engage with the public. Jane suggested that a paper survey could be conducted and the Clerk mentioned the survey could be duplicated online to ask for feedback, comments and suggestions. It was agreed by all that the draft action plan should be refined prior to being

circulated and feedback being requested.

RESOLVED: It was proposed and agreed for the working party to meet to refine the action plan prior to engaging and consulting the public.

Action: 010321/10 Parish Clerk

j) To receive report from the Youth Club representative:

Jane Rose referred Councillors to reports which had been circulated shortly before the meeting and apologised for their late distribution. Jane was joined by Andrea White from Young Somerset and Helen Hewlett, Treasurer. Jane gave an overview of the reports - no questions were raised by members. Ken Courtenay stated that the late arrival of the reports was not ideal for full consideration to be given. Andrew McMillan expressed his thanks for the work the Youth Club were undertaking.

k) To receive report from The Balsam Centre:

The Clerk referred Councillors to an email which had been circulated prior to the meeting confirming that at present the health and social care support from The Balsam Centre could not be fulfilled due to staffing issues. Simon Cullum provided further information and it was agreed this project would be put in abeyance and revisited later in the year.

l) To note that Cooper and Tanner LLP have served notice on the tenant of Furge Lane Field:

Councillors noted that the notice had been served on the tenants of Furge Lane Field.

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

The Clerk stated that there were no issues arising with most areas still closed off due to lockdown. The Clerk reported that the areas should be allowed to reopen on 29th March.

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

No reports received.

8. Finance

a) To approve the cashbook and bank account reconciliation for the UTB current account dated 31st January 2021 and UTB reserves account dated 31st January 2021:

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

b) To consider grant application from Henstridge Primary School for crossing patrol

RESOLVED: It was proposed and agreed to approve the grant application of £1,000 for the school crossing patrol

c) To consider grant application from Henstridge Primary School for a play area: No application had been received so the item is deferred until a grant application has been submitted.

d) To approve the following accounts for payments to be paid via internet banking and agree two signatories to authorise:

Supplier/Contractor	Narrative	Amount
Staff	Salary	£1,181.23
Staff	Salary	£104.00
Staff	Salary	£58.33
Staff	February Expenses	£65.17
HMRC	PAYE & NI	£212.80
Milborne Port Computers	LiveDrive Unlimited Backup Annual Fee	£48.00
T.J. Young	Service of hedge trimmer	£68.10
T.J. Young	Service and sharpen hedge trimmer	£68.60
T.J. Young	Service lawn mower	£110.18
T.J. Young	Service strimmer	£70.10
Henstridge Cricket Club	Grass cutting April 2020 – March 2021	£1,513.78

Scribe	Scribe Accounts Annual Software Licence	£561.60
bOnline	Village Hall Broadband	£32.57
SALC	Finance Explained Training	£50.00
SDDC	Ranger Labour December 2020 and January 2021	£346.32

RESOLVED: It was proposed and agreed to approve the payments as presented. Carolyn Nichols and David Nichols agreed to authorise the payments via Unity Trust internet banking.

9. Correspondence

	From	Content
a)	SALC	To consider the Right to Regenerate email circulated
Noted.		
b)	Resident	To consider email regarding fuel supply within the parish
It was agreed to gain consent from the resident to forward their email to the District and County Councils.		
c)	Cllr Hayward Burt	To note circulation of latest Planning Members Briefing
Noted.		

10. Date of Next meeting –The next Parish Council meeting will be held on **Monday 12th April 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 1st April 2021.**

The meeting closed at 9.21pm


Emma Curtis
Parish Clerk