

HENSTRIDGE PARISH COUNCIL

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Draft minutes of the meeting of Henstridge Parish Council at Henstridge Village Hall on Monday 6th June 2016.

Present: David Nichols (Chair), Peter Crocker, Simon Cullum, Dennis Finch, John Graham, Richard Kaskow, Carolyn Nichols, Sue Place, Michael Player, Linda Jones (Volunteer Dog and Environmental Warden) District and County Councillor William Wallace and District Councillor Tim Inglefield.

The meeting started at 19:31.

1. **Public Participation:** No members of the public were present.

2. **Apologies for absence.**

Apologies had been received from Ken Courtenay.

RESOLVED: It was proposed and agreed to accept the reason for absence as reported.

3. **Declarations of interest.**

There were no declarations of interest.

4. **To approve as a correct record the minutes of the previous meeting held on 03/05/16.**

RESOLVED: It was proposed and agreed to approve the minutes as presented. All in favour except Simon Cullum and Sue Place who abstained from voting.

It was agreed to move item 10b to this point in the meeting: **To receive a report from Linda Jones, Parish Dog Warden.**

Linda reported that there had been very little dog fouling at the Recreation Ground and that she had spoken to the South Somerset District Council operative who empties the bins, who had agreed to leave additional bags at the dog bins for the summer. The lanes were also in a good condition and Linda had followed up on some reports of people who do not clear up behind their dogs. Linda also reported that verges had been strimmed in Limekiln Lane and Furge Lane. Previously, these areas were not strimmed due to the amount of dog fouling, but this had improved to the point where strimming could now take place. The Chairman thanked Linda for all of her hard work on behalf of the Parish and Linda left the meeting.

5. **To consider the following planning applications:**

Application number	Proposal	Applicant details
15/04591/S73A	S73 application to amend Condition 3 of planning permission 14/03850/FUL to substitute plans and allow the first floor extension to be rendered	Mrs Oonagh Langrishe, Orchard View, Blackmoor Lane, Henstridge. BA8 0SW
RESOLVED: It was proposed and agreed that the Parish Council supports this application. All in favour except Peter Crocker, who abstained from voting.		
16/01873/FUL	Siting of temporary mobile home and attached porch for the duration of work relating to adjacent barn conversion.	Mr Matthew Homewood, Home Farm, Whitechurch Lane, Yenston. BA8 0NJ
RESOLVED: It was proposed and agreed that the Parish Council recommends approval of this application but recommends that a two-year time limit is put in place, after which, another application should be submitted for the siting of this mobile home. All in favour.		

6. Recent SSDC Area East planning decisions:

Application number	Proposal	Applicant details	Current status
16/01085/PAMB	Notification of prior approval for the change of use of existing agricultural building to a dwelling	Mr B Tegg, Land OS 6900 Part Plott Lane, Henstridge, BA8 0SN	Prior approval granted subject to conditions
16/01057/FUL	Formation of new vehicular and pedestrian access, demolish various existing buildings and erect extension to existing workshop to provide new offices and stores and formation of new parking area	Mr David Pierson, Kedgeworth 2000 Ltd, Henstridge Airfield, Camp Road, Henstridge, BA8 0TN	Granted with conditions
16/01330/FUL	The creation of a new access.	Mr Rod Jenkins, Bow Bridge Works, The Marsh, Camp Road, Henstridge	Granted with conditions
16/01344/FUL	Erection of an outbuilding used for dog grooming with raised platform and parking area (Retrospective).	Mrs D Warnes, 2 Yenston Hill, Henstridge. BA8 0NA	Granted with conditions

Noted.

7. Other Planning matters

- a) **To note that the Clerk and the Chairman attended a meeting between members of the public and a Planning Officer regarding a PAMB application (16/01085/PAMB); to agree any further action to be taken.**

David Nichols noted that he and the Clerk had attended a meeting as observers between three residents and a Planning Officer at SSDC. Residents were unhappy that the above application had been allowed. The Planning Officer explained that the development was allowed under permitted rights and detailed the relevant legislation. Residents were advised to take up the matter of the associated restricted byway with Somerset County Council. They were further advised to provide any evidence they could to counter the claim that the barn had been used exclusively for agricultural purposes for the relevant time period.

19:45: Michael Player arrived at the meeting.

Tim Inglefield said that he felt Parishes should be consulted on PAMB applications and would bring this up at District level.

- b) **To confirm if improvements to the roadside hedge are to be included in the current planning application for a new dwelling in Vale Street (16/01259/FUL), due to submission of a revised boundary plan.**

RESOLVED: It was proposed and agreed that the Clerk should contact the relevant Planning Officer to reiterate that the Lawson Cypress trees along the Vale Street Road side should be removed and replaced with indigenous species and reiterate the previous comments made in the April meeting when the application was first considered.

Action 160606/01: Parish Clerk

8. Matters deferred and arising from previous meetings:

- a) **To hear an update on the Stalbridge Road footway scheme; to decide any further action to be taken.**

David Nichols reported that he, Carolyn Nichols and the Clerk were due to visit one of the landowners on Wednesday 8 June to discuss a way forward. David was also due to speak with SSE to find out if they would reconsider their decision not to allow the footpath on their

land. Richard Kaskow noted that the further discussion and agreement was needed with the owners of by Dorset Aquatics.

- b) To confirm that the format of the Standing Orders has been amended as instructed.**

Noted.

- c) To hear responses from SSDC and Revd Hallett regarding the exercising of dogs in the churchyard.**

The Clerk reported that neither Reverend Hallett nor SSDC were minded to agree to additional signage in the Churchyard. It was **agreed** that the Clerk should arrange for the current Parish Council sign to be updated with a reminder to clear up behind dogs.

Action 160606/02: Parish Clerk

It was also **agreed** that the Clerk should write an article for the next edition of Wot's On.

Action 160606/03: Parish Clerk

It was further **agreed** to review the situation the three months' time.

- d) To elect a Chairman and Vice-Chairman of the Personnel Committee and receive declarations of acceptance of office.**

Sue Place was unanimously elected as Chairman of the Personnel Committee for the ensuing year and John Graham was unanimously elected Vice Chairman of the Personnel Committee for the ensuing year.

- e) To appoint 4 members of the Personnel Committee and receive declarations of acceptance of office.**

It was **agreed** that the membership of the Committee would remain the same.

- f) To agree a member to act as Yenston and Bowden representative.**

It was **unanimously agreed** that Sue Place would be the Yenston and Bowden representative.

9. Correspondence

a)	25/04/16	Society of Local Council Clerks	To consider allowing the Clerk to attend the 2016 Regional Roadshow at a cost of £69.
It was agreed that the Clerk could attend this event.			
b)	09/05/16	Somerset Road Safety Team	Offer of a free road safety presentation for drivers over 60; to discuss and agree if the Parish Council will organise a presentation in Henstridge.
It was agreed that Michael Player and the Clerk would organise an event in the Parish. Action 160606/04: MP & Parish Clerk			
c)	13/05/16	Paul Browning, Planning Policy, Somerset County Council	Invitation to comment on a draft revised Statement of Community Involvement for Minerals and Waste planning policy; to agree a member(s) to respond.
It was agreed that the council did not wish to comment.			
d)	26/05/16	Emma Macdonald, Minerals & Waste Planning Policy, Dorset County Council	Invitation to comment on updates and additional information to the Bournemouth, Dorset & Poole draft minerals sites plan; to agree a member(s) to respond.
It was agreed that the council did not wish to comment.			

10. Council Matters

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

The Clerk had not received any information from the PCSO to report.

- b. **To receive a report from Linda Jones, Parish Dog Warden.**

Dealt with after item 4 above.

- c. **To receive reports from District and County Councillors.**

District Councillor Tim Inglefield: Tim reported that SSDC was advertising for a Chief Executive. This is part of the work in which he is involved regarding management of SSDC and he was to be on the appointments committee. Tim is also in the Transformation Board looking into how SSDC is run. It was hoped that savings of up to £2m per year could be achieved.

Tim added that the Community Infrastructure Levy should be in place by the end of 2016 following some modifications.

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

The Clerk was instructed to report that the drain opposite 46 and 48 Ash Walk needs clearing.
Action 160606/05: Parish Clerk

- e. **To hear any matters arising from playground inspection reports.**

David Nichols reported that he had repaired the Zig zag winder.

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

VHMC – Although no report was given by David Nichols, Simon Cullum **proposed** that the Clerk should write to the Village Hall Management Committee to say that detailed and fully examined accounts including bank rec and detailed income and outgoings will be required for future grant requests. All members voted in favour of this proposal.

Action 160606/06: Parish Clerk

Footpaths – Although no report was given, members discussed their wish for a redirection of the footpath on the railway bridge on the A30 from its current route over the bridge to a new route under the bridge. The Clerk was instructed to contact SSDC to find out if this redirection was possible.

Action 160606/07: Parish Clerk

Peter Crocker reported that the path behind 6 Elizabeth Gardens/Southmead Lane was blocked by a rotary line and parked cars. The Clerk was instructed to report this to Ron Valentine, the Parish Paths Liaison Officer.

Action 160606/08: Parish Clerk

11. Finance

- a. **To agree two bank account signatories to sign a mandate form to change the address for bank correspondence.**

RESOLVED: It was proposed and agreed that Dennis Finch and David Nichols would sign the bank mandate.

- b. **To note receipt of the End of Year Internal Audit report.**

Noted.

- c. To approve Section 1 of the Annual Return.

RESOLVED: It was proposed and agreed to approve Section 1 of the Annual Return, which was signed by David Nichols.

- d. To approve Section 2 of the Annual Return.

RESOLVED: It was proposed and agreed to approve Section 2 of the Annual Return, which was signed by David Nichols.

- e. To consider awarding a grant to the Somerset Rural Youth Project towards the cost of running a Youth Day in Henstridge on 16th August 2016.

RESOLVED: It was proposed and unanimously agreed to award £100 from the Community Project Grants budget.

The Clerk was instructed to ask Henstridge Youth Club if they could put on a lower key event during the summer holidays.

Action 160606/09: Parish Clerk

The Clerk was further instructed to ask SRYP if they can put on any additional events.

Action 160606/10: Parish Clerk

- f. To note that the broadband contract at the Village Hall expired in February 2016; to discuss continuing the service.

RESOLVED: It was proposed and agreed that the Clerk should obtain three prices for broadband provision at the Village Hall. It was agreed that the Clerk could choose the provider she thought offered the best deal without further consultation with the Parish Council.

- g. To approve the cashbook and bank account reconciliation for May 2016 as presented.

RESOLVED: The Cash Book and Bank Reconciliation for May 2016 as verified by Carolyn Nichols were approved and signed by the Chair.

- h. To note the new pay scales for Clerks which apply from 1st April 2016.

Noted.

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

Plusnet	Broadband at Village Hall	£34.20
Henstridge Village Hall	Hall hire July 2015 to December 2015	£96.00
SALC	2 x places on Good Councillor training 11/05/16 (Minute ref 12a, 07/03/16)	£50.00
SALC	Affiliation fees 2016/17	£426.25
Milborne Port	Domain hosting & website maintenance	£156.00
Lightatouch Internal Audit Services	Internal Audit and Annual Return	£70.00
Henstridge WI	Provision of refreshments at Annual Parish Meeting 16/05/16	£50.00
Viking	Stationery - punched pockets, dividers etc	£33.26
Screwfix	Weed suppressant fabric	£29.99
G B Sports & Leisure	Replacement bolt & allen key for zig zag roundabout	£31.86
Ian Davies	Removal of elder & dead branches at Recreation Ground	£390.00
Staff	Salaries May 2016	£1,102.90

Staff	Expenses May 2016	£149.90
HMRC	Tax & NICs May 2016	£154.89

All the cheque values were verified against the invoices presented by Simon Cullum and the invoices signed as a correct match.

RESOLVED: The above accounts were approved for payment and Dennis Finch and David Nichols agreed as signatories.

- 12. Date of Next meeting** –The next Parish Council meeting will be held on **Monday 4th July 2016**. 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 23rd June.**

The meeting ended at 21:01.



**Zöe Godden
Parish Clerk**