

HENSTRIDGE PARISH COUNCIL

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

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Approved minutes of a meeting of Henstridge Parish Council held on Monday 5th September 2016.

Present: Councillors David Nichols (Chair), Ken Courtenay, Peter Crocker, Simon Cullum, Dennis Finch, John Graham, Richard Kaskow, Carolyn Nichols, Jean Oswick and Michael Player.

Also present: Volunteer Dog Warden and Environmental Warden Linda Jones and District Councillor Tim Inglefield.

Clerk: Zöe Godden

There was one member of the public present at the start of the meeting.

The meeting started at 19:31.

1. Public Participation: No matters were raised.

2. Apologies for absence.

Apologies had been received from Barry Paginton, Sue Place and William Wallace.

RESOLVED: It was proposed and agreed to approve the reasons 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 15/08/16.

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

It was **agreed** to take item 10b next.

10. b. To receive a report from the Volunteer Dog Warden and Parish Environmental Warden.

Linda Jones reported that she had been liaising with SSDCs Environmental Enforcement team, leading to a letter of warning to a dog owner who had been failing to clear up behind the dog. Notices have been put up by SSDC in Furge Lane and Furge Grove, after Linda challenged a dog owner who was clearing up behind his dog but then leaving the bags in a hedge. Linda was due to speak to SSDC about reports of early morning dog fouling in Vale Street. Instances of fouling had been reported in the cemetery.

Linda informed members that she had collected litter at the Recreation Ground every day, but that there had only been a small amount of litter recently. There had been one instance of broken glass at the skate park, which Linda had cleared up.

Members noted the ongoing problem of dog fouling at the cemetery.

David Nichols expressed the Council's thanks to Linda for her continued voluntary work.

The Clerk was instructed to ensure that Parish Council employees have the correct PPE.

Action 160905/1: Parish Clerk

5. To consider the following planning applications:

	Application number	Proposal	Applicant details
a.	16/03528/FUL	Erection of a first floor extension to form en-suite bathroom to bedroom one	Mr & Mrs Frazer Cooke, Oak Vale Cottage, Blackmoor Lane, Henstridge. BA8 0SN
RESOLVED: It was proposed and agreed that the Parish Council supports approval of this application.			
b.	16/03532/FUL	Formation of an open sided car port over existing parking spaces off Blackmoor Lane and an attached garden store.	Mr & Mrs Frazer Cooke, Oak Vale Cottage, Blackmoor Lane, Henstridge. BA8 0SN
RESOLVED: It was proposed and agreed that the Parish Council supports approval of this application. All in favour except Peter Crocker, who voted against.			
c.	16/03485/LBC	Insertion of wall ties to North West corner to prevent further movement of gable wall and replace two roof lights to the rear of the building.	Mr & Mrs Barry Howlett, Post Office House, The Cross, High Street, Henstridge. BA8 0QZ
RESOLVED: It was proposed and agreed that the Parish Council supports approval of this application.			

6. Recent SSDC Area East planning decisions:

Application number	Proposal	Applicant details	Current status
16/02380/REM	Application for the approval of reserved matters following approval of planning application.	Mrs E Kimber & Family, Land at Furge Lane, Henstridge. BA8 0RS	Granted with conditions

Noted.

7. Other Planning matters

- a. To note receipt of an email from David Norris, Development Manager, confirming that Parish Councils will be informed of PAMB applications in the future.

Noted. Tim Inglefield said that this new way of being informed about PAMB applications primarily came about because of the matter being raised by Henstridge Parish Council.

- b. To note that an appeal relating to a photovoltaic park in Milborne Port parish has been allowed.

Noted.

- c. To note that the final decision notice for application 15/04069/FUL, relating to Henstridge Airfield, should be available by the end of the year.

Noted. Tim Inglefield reported that Area East Committee was expecting this S106 agreement to be finalised within three months.

Tim Inglefield went on to note that the conversion of agricultural land to residential may be a problem for two current planning applications in Whitechurch Lane (16/02976/OUT and 16/03158/OUT). Tim noted that this did not apply to the application for a replacement barn (16/03208/FUL).

19:59 – Tim Inglefield left the meeting. The meeting was suspended while David Nichols left the meeting.

20:01 – The meeting resumed.

8. Matters deferred and arising from previous meetings:

There were no matters deferred or arising.

9. Correspondence

a.	29/06/16	SSDC	To discuss and agree nominees for the Gold Star Awards for young people and volunteers who work with them.
RESOLVED: It was proposed and agreed that Henstridge Youth Club would be nominated and that John Graham would complete the nomination forms.			
Action 160905/2: John Graham			
b.	27/07/16	SSDC	To agree who shall attend an information session regarding the Housing and Employment Availability Assessment on 14 th September at 6pm.
RESOLVED: It was proposed and agreed that David Nichols and the Clerk would attend this event.			
Action 160905/3: Parish Clerk and David Nichols			
c.	28/07/16	SCC	To note the rescheduling of the Speed Indicator Device (SID) on the A30 from May to October 2016; to note receipt of SID results from the A357 Townsend.
Noted. Members noted the high speeds recorded at the A357. Michael Player reported that one of the Community Speedwatch locations would be near the pinch point at Townsend. Four additional locations had been identified. These were near the Post Office, near the Bird in Hand, outside the Village Hall and at the entrance to Old Station Gardens. These sites were awaiting Police approval.			
d.	29/07/16	SALC	To agree a member to complete a survey on Community Led Housing.
RESOLVED: It was proposed and agreed that Richard Kaskow would deal with this survey on behalf of the Council.			
Action 160905/4: Richard Kaskow			
e.	08/08/16	Avon and Somerset Police and Crime Commissioner	To agree a member to complete a questionnaire on policing priorities for the coming five-year period.
RESOLVED: It was proposed and agreed that Simon Cullum would respond to the questionnaire.			
Action 160905/5: Simon Cullum			
The Clerk was instructed to write to Avon and Somerset Police to invite the Inspector to attend the next Parish Council meeting.			
Action 160905/6: Parish Clerk			
f.	09/08/16	Community Council for Somerset (CCS)	To agree who should attend the CCS Annual Training, AGM and CIL Workshop, at a cost of £25 per attendee, taking place on 15 th October at 9.30.
RESOLVED: It was proposed and agreed that Sue Place would attend this event.			
Action 160905/7: Parish Clerk			
g.	10/08/16	SSDC	To note receipt of SSDC's statement condemning hate crime and to consider issuing a similar statement.
RESOLVED: It was proposed and agreed that the Parish Council supports SSDC's statement on hate crime.			
h.	16/08/16	Citizens Advice	To note receipt of an invitation to the AGM on 29 th September at 6pm and to agree a member(s) to attend.
Noted. The Clerk was instructed to invite CAB to give a presentation at the next Annual Parish Meeting.			
Action 160905/8: Parish Clerk			
i.	16/08/16	SCC	To note that Simon Cullum has made a nomination to the SCC Chairman's Award on behalf of the council.
Noted.			

10. Council Matters

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

PCSO Winfield had contacted the Clerk to inform her that, as a result of SID results, additional visits from the Speed Enforcement Team would be arranged for the Townsend area of the A357.

- b. To receive a report from the Volunteer Dog Warden and Parish Environmental Warden.

This matter was dealt with after item 4 above.

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

District Councillor Tim Inglefield made comments during item 7 above.

- d. To receive and consider applications for co-option onto the Parish Council. Voting to take place via a show of hands.

No applications for co-option onto the Parish Council had been received. The Clerk was instructed to re-advertise.

Action 160905/9: Parish Clerk

- e. To hear an update on the Stalbridge footway project and agree any action to be taken.

The Clerk reported that SCC was in the process of carrying out Land Registry searches for boundary hedging and trees in some areas of the proposed footway. David Nichols would soon be meeting with the Wayleave Officer at SSE to discuss proposed plans for their land.

- f. To note the resignation of the Chairman of the Village Hall Management Committee and agree any action to be taken.

Noted. David Nichols reported that Chris Savage had been voted as the new chair to the Village Hall Management Committee at an extraordinary meeting held on 4th September.

- g. **PROPOSAL from Michael Player:** That the Clerk should write to BT Openreach to establish when fast broadband will be available in the parish and what efforts are being made to achieve this.

RESOLVED: It was proposed and agreed that the Clerk should write to BT Openreach as proposed, emphasising that fast broadband had been due to be available from July 2016, but that it was still not and asking if the blocked ducts at Blackmoor Lane were being dealt with.

Action 160905/10: Parish Clerk

- h. **PROPOSAL from Michael Player:** To discuss and agree a way forward for replacing Henstridge village signs and district and county signs.

Michael Player explained that the County boundary sign at the junction of the A30 and Marsh Lane was dirty and that the Somerset dragon crest was faded. The South Somerset District Council sign at the west-bound layby on the A30 was damaged and had stickers on it. The Henstridge village signs needed to be cleaned and maybe replaced. Members agreed that improved signage at the entrance to the village would enhance the look of the village and may encourage more pride in the environment. Members went on to discuss the possibility of installing white picket fences at the entrance to the village and it was suggested that improvements could be incorporated into the Stalbridge footway project.

The Clerk was instructed to contact the County and District councils to ask what their policies are for cleaning and replacing signs and to find out how much it would cost to replace the County, District and Henstridge signs.

Action 160905/11: Parish Clerk

- i. **PROPOSAL from Dennis Finch:** To discuss the merits of the Village Agent scheme and how to secure an Agent for Henstridge; to agree to renew the Council's membership of the Community Council for Somerset at a cost of £40 per year.

Dennis Finch explained that, a recent email from the Community Council for Somerset showed a map of Village Agent coverage across the County. The east of the County, including Henstridge, was largely not covered. Members agreed that Henstridge is home to many vulnerable people who have to travel long distances to access services, while public transport is sparse. It was felt that the services of a Village Agent would offer a crucial lifeline for many local people needing advice and signposting to services.

RESOLVED: It was proposed and agreed to re-join the Community Council for Somerset and that the Clerk should write to the CCS to ask for Village Agent coverage and to invite representatives of CCS to a future Parish Council meeting to explain the work of the CCS and Village Agents.

Action 160905/12: Parish Clerk

- j. **PROPOSAL from John Graham:** To discuss and agree to modify the U barriers at the Church Street end of the footpath linking Church Street to St Nicholas Close, making the path usable by those in wheelchairs and with buggies.

John Graham pointed out that the U bars at the opposite end of the path had been moved further apart but at the Church Street end were still too close together to allow use by people with buggies and mobility scooters.

RESOLVED: It was proposed and agreed that the Clerk should contact County Highways to request this work takes place.

Action 160905/13: Parish Clerk

Peter Crocker reported that the area at the Church Street end of this path needed tidying up and the Clerk was instructed to report this.

Action 160905/14: Parish Clerk

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

The Clerk was instructed to purchase some 30mph wheelie bin stickers to distribute to residents.

Action 160905/15: Parish Clerk

Highways - Peter Crocker reported that the street light and bollard outside the Bird in Hand were not working. Peter had reported this to the Clerk earlier in the day. The Clerk had spoken to County Highways and the matter had already been reported to SSE, the contractor used to maintain street lighting. It was thought that the two lights were not working as a result of damage caused in a road incident.

Peter also reported that a light at the zebra crossing was not working. The Clerk was instructed to report this.

Action 160905/16: Parish Clerk

- l. To hear any matters arising from playground inspection reports.

The Clerk reported that she had received the SSDC annual inspection and risk assessment report for the play area and skate park. The only item for repair was a raised lip at the skate park. The Clerk would contact a local welder for advice.

Action 160905/17: Parish Clerk

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

Footpaths – Peter Crocker reported that the path from Blackmoor Lane to Marsh Lane had been obstructed by the erection of a fence which spanned the path. Simon Cullum agreed to ask Ron Valentine, Parish Paths Liaison officer, to investigate.

Youth Club - Simon Cullum reported that he had attended the Youth Club AGM. Simon said that the meeting was well run and that the volunteers had the relevant policies and procedures in place. The club need volunteers to help run the sessions. The Clerk was instructed to send a grant application form to the club.

Action 160905/18: Parish Clerk

11. Finance

- a. To agree two bank signatories to authorise a direct debit mandate for pension payments to NEST.

RESOLVED: It was proposed and agreed that Jean Oswick and David Nichols would sign the Direct Debit mandate.

- b. To note the quarterly budget summary.

It was **agreed** to defer this matter to the next meeting.

- c. To approve the cashbook and bank account reconciliations for July and August 2016 as presented.

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

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

Name	Detail	Amount
Ring Street Filling Station	Fuel & oil for mowers	£24.89
Viking	Paper, 2c stamps and wall planner	£71.37
Screwfix	Security chain for recreation ground vehicle gate	£9.99
Oliver Rushworth	Allotment maintenance	£54.00
Staff	Salaries August 2016	£1,087.10
Staff	Expenses August 2016	£122.83
NEST Pensions	Pension Contributions July 2016	£19.21
HMRC	Tax & NICs August 2016	£150.36

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 Jean Oswick and David Nichols agreed as signatories.

e. Income

Mr & Mrs Simpson	Ashes plot 23 purchase	£54.00
Peter Jackson	Plot purchase & interment fee re Rowland (K4)	£245.00
Peter Jackson	Plot purchase, interment fee & ashes interment re Hill (K13)	£295.00
SSDC	S106 Woodhayes - revenue contribution towards upkeep of play area equipment	£1,035.00
HMRC	VAT repayment	£4,259.68
Harold Miles Funeral Director	Plot purchase and interment fee (j35) re M J Blair	£245.00
M Kennedy	Allotment fees 2016/17 (part year) plot 9	£10.00
Mr & Mrs Howlett	Allotment fees 2016/17 (part year) plot 5	£10.00

Noted.

12. Date of Next meeting –The next Parish Council meeting will be held on **Monday 3rd October 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 22nd September.

Jean Oswick reported that she would not be at the next meeting.

Agreed and signed by the Chair _____

Date _____