

# 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 at the Village Hall, Henstridge on Monday 3<sup>rd</sup> October 2016

**Present:** David Nichols (Chair), Ken Courtenay, Simon Cullum, Dennis Finch, John Graham, Richard Kaskow, Carolyn Nichols, Barry Paginton, Sue Place, Michael Player and District and County Councillor William Wallace.

**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 Jean Oswick and District Councillor Tim Inglefield

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

**3. Declarations of interest.**

Sue Place declared a personal interest in item 5b as owner of a field neighbouring the application site.

**4. To approve as a correct record the minutes of the previous meeting held on 05/09/16.**

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

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

	Application number	Proposal	Applicant details
a.	16/03972/FUL	Proposed storage compound; change of use, formation of access and erection of fencing.	J Day Engineering Ltd, Land off The Marsh, Camp Road, Henstridge.
<b>RESOLVED:</b> It was proposed and agreed to recommend approval of the application. Seven votes in favour. Ken Courtenay and Michael Player abstained from voting and asked for this to be recorded.			
b.	16/04063/FUL	Carry out works to widen access bridge.	Mr B Tegg, Land OS 6900 Part Plott Lane, Henstridge, BA8 0SN
<p>During discussion, members made a number of comments which included the following:</p> <ul style="list-style-type: none"> <li>• Drainage and maintaining the aesthetic of the area need to be taken into account.</li> <li>• Widening the bridge could result in an increase in traffic onto the restricted byway.</li> <li>• Only people with a need to drive to their property or land would be allowed to drive a vehicle on the byway.</li> <li>• The bridge in question is located approximately three feet into the restricted byway.</li> <li>• The reason for widening the bridge was not given in the application.</li> </ul> <p><b>RESOLVED:</b> It was proposed and agreed that the Parish Council recommends refusal of this application due to the likely danger to other users of the restricted byway caused by the increase in vehicle movements that approval of this application would cause. Four votes in favour and five abstentions – motion carried.</p>			

**6. Recent SSDC Area East planning decisions:**

	Application number	Proposal	Applicant details	Current status
a.	16/03229/FUL	Formation of a parking space off Yenston Hill Road.	Mrs Lucy Rabia, 2 West View, Yenston. BA8 0ND	Withdrawn
The Clerk informed members that a new application for a different parking scheme was expected to be submitted in due course.				
b.	16/03055/FUL	Two storey extension	Mr I & Mrs A Tribe, The Crossing House, Common Lane, Yenston. BA8 0NB	Granted with conditions
c.	16/03914/AGN – <i>NOTE: The Parish Council is not consulted on AGN applications</i>	Erection of a storage barn.	Mr James Ferrari, Quarry Farm, Sherborne Road, Henstridge. BA8 0PH	Withdrawn

**Noted.**

**7. Matters deferred and arising from previous meetings:**

- a. To hear an update on the Avon and Somerset Police priorities questionnaire and subsequent information and agree any further action to be taken.

Simon Cullum reported that the closing date for the questionnaire had passed but that he had written as a private individual to the Police and Crime Commissioner (PCC), Sue Mountstevens, to express deep concern about the lack of policing in the village, resulting in anti-social behaviour and road safety problems. Simon noted that he had praised the work of PCSO John Winfield, especially in light of his increased workload since the recent staff restructuring at Avon and Somerset Police. The PCC's office responded to Simon's communication within 24 hours and put him in touch with the local Police Inspector, Neil Dillon. Simon invited Inspector Dylan to come to a future Parish Council meeting but Inspector Dillon said he would not be able to attend but that an Area Sergeant may be able to attend in his place. PCSO Winfield had made some additional visits to the village, resulting in the resolution of the problem of young people riding motorcycles on Furge Lane. Simon said that he was intending to meet with Inspector Dillon, as a private individual, and asked members to relay any Police related problems to him so that they could be discussed.

- b. To hear a report regarding the recently attended Housing and Employment Land Availability Assessment presentation and agree any further action to be taken.

David Nichols reported that he and the Clerk had attended this presentation. The Clerk informed members that three pieces of land in Henstridge had been identified by landowners as available for development and that various other pieces of land across South Somerset had also been identified. Details of these pieces of land were being entered into a database by SSDC to submit as evidence that the required five-year land supply was available. Without evidence of a five-year land supply, the policies in the Local Plan are deemed to be out-of-date. The presentation stated that the pieces of land would not definitely be developed and that the normal planning application process would have to be followed before any development could take place. The information shown for South Somerset would be formulated into a draft report by autumn 2016, with a final report being submitted between autumn and winter 2016.

**8. Correspondence**

a.	12/09/16	SALC	To note receipt of information on the new Neighbourhood Planning Bill.
<b>Noted.</b>			

<b>b.</b>	14/09/16 & 15/09/16	SCC	To note receipt of a road closure notification and temporary suspension of 7.5 tonne weight restriction between Coombe Hill and Yenston Hill.
<b>Noted.</b>			
<b>c.</b>	15/09/16	Henstridge Airfield Consultative Committee	To note that the next meeting of HACC will take place on 19 <sup>th</sup> October.
It was <b>agreed</b> that the Clerk would attend this meeting as David Nichols was not available. William Wallace added that he and District Councillor Tim Inglefield would be attending and that a S106 notice, relating to the most recent planning application at the airfield, had been sent to the applicant. <b>Action 161003/2: Parish Clerk</b>			
<b>d.</b>	19/09/16	SCC	To note receipt of instruction on reporting highways problems online via an improved mapping system; to agree any further action to be taken.
Noted. The Clerk was instructed to send the relevant email to members. <b>Action 161003/3: Parish Clerk</b>			
<b>e.</b>	20/09/16	SALC	Capping Consultation – To discuss the consultation and agree members to respond on behalf of the Parish Council.
20:19 – William Wallace left the meeting.  It was <b>agreed</b> that Carolyn Nichols, Simon Cullum and Dennis Finch would work with the Clerk to respond on behalf of the Council. The Clerk was instructed to arrange a mutually convenient time for a discussion. <b>Action 161003/4: Parish Clerk</b>			
<b>f.</b>	27/09/16	Henstridge resident	To note receipt of a letter asking for help in increasing the number of parking space in Woodhayes and the Clerk's initial response and to agree any further action to be taken
The Clerk reported that she had agreed to help the resident concerned to ascertain ownership of the land in question as this was in line with Parish Plan priorities. <b>Action 161003/5: Parish Clerk</b>			

## 9. Council Matters

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

The Clerk had received a verbal report from PCSO John Winfield. He had addressed the issue of motorcycles being ridden in Furge Lane and would be attending the Community Speedwatch meeting at the Village Hall on 8<sup>th</sup> October.

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

County Councillor William Wallace had said before leaving the meeting that he had no new information to report.

- c.** To consider sending the Clerk on a Management of Memorials Course, hosted by Sherborne Town Council and run by the Institute of Cemetery and Cremation Management in February 2017 at a cost of £165.00.

**RESOLVED:** It was proposed and agreed that the Clerk should attend the course as detailed.

**Action 161003/6: Parish Clerk**

- d.** To nominate a member(s) to attend the SSDC Gold Star Awards ceremony on Tuesday 25 October.

It was **agreed** that Carolyn Nichols and the Clerk would attend this event.

**Action 161003/7: Parish Clerk & CN**

- e. To note that the Village Hall Management Committee is reviewing hall hire charges and to agree any comments to make.

Members did not wish to comment.

- f. To note receipt of 12 30mph wheelie bin stickers and agree how to distribute them.

It was **agreed** that Michael Player would distribute the stickers as appropriate.

**Action 161003/8: MP**

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

Michael Player referred to an email sent to him by the Clerk with information of how to apply for funding to improve the entrance to the village, as discussed at the previous meeting. It was **agreed** that Michael could pursue this funding on behalf of the council.

**Action 161003/9: MP**

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

There were no matters arising.

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

**Footpaths** – Michael Player informed members that he had had a report that the footpath from Old Station Gardens to Plott Lane was overgrown. Dennis Finch agreed to inspect the area and report back to the Clerk as appropriate

**Action 161003/10: DF**

## 10. Finance

- a. To note the quarterly budget summary.

**Noted.**

- b. To note that budget setting for 2017/18 will be discussed at the November meeting and to record any items that need research.

**Noted.** The Clerk asked that any desired changes to the budget be reported to her in time for the next meeting.

- c. To note that no formal recommendations were made as a result of the recent Internal Audit.

**Noted.**

- d. To note successful return of the Annual Return 2015/16.

**Noted.** The Clerk added that the Annual Return would be added to the Parish Council website.

- e. To approve the cashbook and bank account reconciliations for September 2016 as presented.

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

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

Name	Detail	Amount
Came and Company	Parish Council Insurance 2015/16	£1084.23
Plusnet	Village Hall broadband part July 2016	£18.00

bOnline	Village Hall broadband part July 2016	£20.80
Information Commissioner's Office	Data protection register fee	£35.00
bOnline	Village Hall broadband August 2016	£19.73
Community Council for Somerset	Membership fee 2016/17	£40.00
Lightatouch Internal Audit Services	Internal Audit fee April - Aug 2016 & Financial Risk Assessment	£181.25
Staff	Salaries - September 2016	£1,089.10
Staff	Expenses September 2016	£120.45
HMRC	Tax & NICs September 2016	£150.36
NEST	Pension contributions September 2016	£19.21

It was noted that the insurance payment of £1084.23 was for the 2016/17 period, not 2015/16 as detailed on the agenda.

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

**RESOLVED: The above accounts were approved for payment and Simon Cullum and David Nichols agreed as signatories.**

**e. Income**

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
Mr R Smith	Allotment fees 2015/16 & part 2016/17, plot 20	£25.00

**Noted.**

**11. Date of Next meeting** –The next Parish Council meeting will be held on **Monday 7<sup>th</sup> November 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 27<sup>th</sup> October**.

Michael Player reported that he would not attend the next meeting.

**The meeting ended at 20:40.**

**Agreed and signed by the Chair** \_\_\_\_\_

**Date** \_\_\_\_\_