

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 6th February 2017.

Present: David Nichols (chair), Ken Courtenay, Peter Crocker, Simon Cullum, Dennis Finch, John Graham, Carolyn Nichols, Barry Paginton, Bruce Pike, Michael Player, District & County Councillor William Wallace, Beat Manager Stephan Edwards and PCSO John Winfield

Clerk: Zöe Godden

Also present: Jinny Uppington (Community Council for Somerset) and Caroline Rowland (Dorset Diggers)

1. To receive any apologies for absence

Apologies had been received from Jean Oswick and District Councillor Tim Inglefield

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

2. To receive any declarations of interest in items on the agenda

There were no declarations of interest.

It was **agreed** to bring item 6a) to this point in the meeting.

6a) To receive any Police matters

Beat Manager Edwards reported that a drink driver had been arrested in the Parish in the previous week and had subsequently been charged. Ongoing monitoring would be taking place by officers who would be actively looking for offenders.

PCSO Winfield reported that he had met with the Clerk, Peter Crocker, Carolyn Nichols and John Nicholson from SCC Highways, to highlight the various problems that need addressing on the roads in the Parish. Fly tipping had been reported on Whitechurch Lane and in laybys on the westbound A30. PCSO Winfield went on to report dangerous conditions in Whitechurch Lane due to road subsidence and blocked drains. The Enforcement Team were due to attend to address speeding. SCC Highways were considering installation of a pedestrian barrier outside St Nicholas School to prevent children from straying onto the road. Finally, reports of children congregating at the Recreation Ground had been investigated and no evidence of drug or alcohol use had been found.

19:37 – PCSO Winfield and Beat Manager Edwards left the meeting.

3. To hear a presentation on the Village Agent Scheme from Jinny Uppington of the Community Council for Somerset.

Jinny Uppington gave members information about the Village Agent Scheme and how this is funded across the County. County Councillor William Wallace gave information about the challenges facing Adult Social Care and members discussed the issues.

RESOLVED: It was proposed and agreed that the Council should put together a group of members to work on extending the Village Agent scheme to cover the Parish of Henstridge, to include Michael Player, Dennis Finch, Carolyn Nichols, David Nichols, Peter Crocker and the Clerk.

The Clerk was instructed to ask Sue Place if she would join the group and to arrange a meeting accordingly.

Action 170206/1: Parish Clerk

The Clerk was further instructed to contact Jinny Uppington to discuss a way forward.

Action 170206/2: Parish Clerk

20:03 – Jenny Uppington left the meeting.

It was **agreed** to bring item 7c to this part in the meeting.

7c)	25/01/17	Caroline Rowland, Dorset Diggers	Invitation for a member to represent the Parish Council on Dorset Diggers' project to un-earth a Norman Priory in Yenston; to hear further information from Caroline Rowland and agree any further action to be taken.
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Caroline Rowland explained that Dorset Diggers were looking for input from the Parish in relation to the possible excavation of a Norman Priory in Yenston and asked if a member would be interested in acting as the Parish Council's representative for the project, although, at this stage, the role of the representative had not been defined. Ken Courtenay expressed an interest and Caroline confirmed that legal and health and safety matters would be handled by Dorset Diggers. It was expected that the Parish Council would facilitate meetings, provide refreshments etc.

RESOLVED: It was proposed and agreed that Ken Courtenay would act as the Parish Council's representative to the project and would report back to the Parish Council with any information from meetings or correspondence.

20:19 – Caroline Rowland and William Wallace left the meeting.

4. To approve as a correct record the minutes of the previous meeting held on 9th January 2017.

RESOLVED: It was proposed and agreed to approve the minutes as presented. Simon Cullum abstained from voting.

5. To consider the following planning application:

Application number	Proposal	Applicant details
17/00242/S73A	Application to vary planning condition 3 of approval 15/02718/FUL to allow the developer a 25 year period from the date of first generation of the solar park and not from the date of the planning permission.	Bowden Lane Solar Park Ltd, Land OS 0034 Bowden Lane Henstridge
RESOLVED: It was proposed and agreed to support this application.		

6. Reports

a) To receive any Police matters

This matter was dealt with after item 2 above.

b) To receive County and District Councillor reports

William Wallace had left the meeting.

7. Correspondence

a)	11/01/17	Bowden Lane Solar Park Limited	To note receipt of an executed copy of the Community Benefit Agreement relating to the solar park development in Bowden.
Noted.			
b)	16/01/17	Geoff Jarvis, Henstridge Airfield	Invitation for a member(s) to take part in a charity wing-walk taking place in early summer; to discuss and agree any further action to be taken.
Peter Crocker expressed an interest in taking part in this event. The Clerk was instructed to put him in contact with Geoff Jarvis.			Action 170206/3: Parish Clerk
c)	25/01/17	Caroline Rowland, Dorset Diggers	Invitation for a member to represent the Parish Council on Dorset Diggers' project to un-earth a Norman Priory in Yenston; to hear further information from Caroline Rowland and agree any further action to be taken.
This item was dealt with after item 3 above.			
d)	26/01/17	Peter Hallett	To respond to the request for the Council to elect trustees for the Rolt and Misenor Charity.
Ken Courtenay explained that the charity can no longer function in a meaningful way so the trustees were of the opinion that remaining funds should be passed to a larger charity who can deal with them appropriately.			
RESOLVED: It was proposed and agreed that Laura Courtenay and Paul Brighten should be elected as trustees to the charity.			Action 170206/4: Parish Clerk

e)	29/01/17	Yenston resident	To note receipt of a complaint regarding excessive rainwater and mud running down Chapel Lane, causing inconvenience and potential damage to property; to agree any further action to be taken.
The Clerk informed members that she had reported this matter to County Highways, who had attended and noted that an improvement scheme had previously been devised. Unfortunately, funding was not available to implement the scheme at present. County Highways recommended that affected residents should write to them with their concerns. The Council did not wish to take any further action at this time.			
f)	30/01/17	Tim Cook, Area Development Lead, South Somerset District Council (SSDC)	To hear feedback from a meeting held on 3 rd February between Somerset County Council (SCC), SSDC and the operator of the 58/58A bus service to discuss a proposed reduction to this service; to agree any further action to be taken.
The Clerk explained that the changes would result in removal of two buses on the route between Henstridge and Wincanton. These reductions were due to a lack of passengers making the route unprofitable for the operator. At the meeting on 3 rd February, alternative solutions were discussed and Nigel Collins, Transport Strategy Officer from SSDC, had agreed to arrange a meeting between the key stakeholders, namely, SCC, SSDC, Buses for Somerset, CAT Bus operator and Parish representatives.			
John Graham and Michael Player had also attended the meeting. John said that local bus services are well used during the two "rush hour" periods but that there were few passengers outside of these times. He felt that additional service cuts were likely in the future and that the other options, like a community bus, should be investigated. John added that bus operators are only able to reclaim 41% of the cost of a bus journey taken by a passenger with a bus pass.			
Michael Player said that working with other Parishes to extend the CAT Bus service could be a good way forward and noted that a Village Agent would be able to help with the consequences of the loss of bus services. Michael added that the bus operator had rescheduled the 9.15 bus to 9.45 so that a bus pass could be used for the entire journey.			
Peter Crocker suggested that the bus operators should liaise with Parish Councils to advertise their timetables and that bus services should connect with trains, as this may increase the number of passengers.			
Ken Courtenay said that the number 58/58A connected with Berry's Coach services to London.			

8. Council Matters

- a. **To note that a meeting has been arranged with Wessex Community Land Trust, taking place on Friday 10th February, as agreed at the 7th November 2016 meeting.**

Noted.

- b. **To note that approximately 30 Christmas trees were shredded by SSDC at the compound in the Village Hall car park.**

Noted.

- c. **To hear an update on progress with the Stalbridge footway project.**

David Nichols reported that he, Carolyn Nichols and the Clerk had met with representatives from Dorset Aquatics to hear their thoughts on the proposed scheme. A diagram had been produced as a result of these discussions, which would be forwarded to SCC for their input. One landowner had not agreed to the new proposal and would not allow the path to be routed behind the roadside hedge on her land. SSE had agreed to the proposal in principle and their additional requirements would need to be agreed between them and SCC. The Clerk was instructed to summarise this information and share it with SCC, before updating landowners on progress.

Action 170206/5: Parish Clerk

- d. **To note that written notification of Richard Kaskow's resignation had been received and that the relevant notifications had been displayed in notice boards and on the Parish Council website.**

Noted. The Clerk was instructed to write to Richard to thank him for his contributions.

Action 170206/6: Parish Clerk

- e. **To note that contributors to the Wot's On magazine had been invited to join the editorial team for refreshments at the Bird in Hand on Wednesday 3rd March at 3pm; to agree member(s) to attend.**

The Clerk was instructed to attend this event on behalf of the Council, which was taking place on 1st March, not 3rd as shown in the agenda.

Action 170206/7: Parish Clerk

- f. **To note that the South West Conference of Local Councils Associations will be held on Thursday 16th March in Taunton; to discuss and agree who should attend.**

It was **agreed** that no members would attend.

- g. **To note that the next Area East meeting is taking place on Wednesday 8th February, where reductions to the 58/58A bus service will be discussed; to agree who should attend.**

RESOLVED: It was proposed and agreed that the Clerk should attend on behalf of the Parish Council and should highlight the following points:

- **The Parish Council is happy to work with the bus company to advertise services and to try to maximise passengers using them.**
- **The Parish Council feels that bus services should connect with train services, although it is accepted that a connection could not be guaranteed in the event of unforeseen delays to either the bus or the train.**
- **The Parish Council is happy to work with other organisations, including CAT bus, SSDC, SCC, other Parishes etc to try to ensure that suitable public transport is available for residents.**

Action 170206/8: Parish Clerk

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

Peter Crocker told members that he, Carolyn Nichols, the Clerk and PCSO John Winfield had attended a site meeting with John Nicholson from County Highways. Details of the matters discussed had been sent to the Clerk, who was instructed to forward the relevant email to all members.

Action 170206/9: Parish Clerk

David Nichols offered to look for a barrier to be placed around the recently repaired BT hatch outside 36 Ash Walk, to protect the grass seed surrounding it.

Action 170206/10: David Nichols

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

There were no matters arising.

- j. **To receive reports from representatives (VHMC, Allotments, Community Speed Watch, Tree Warden, Other) and provide guidance as appropriate**

CSW – Michael Player informed members that the next CSW session would take place on 13th February and that he would be attending an Area CSW meeting on 23rd February, which would also be attended by Police and Crime Commissioner Sue Mountstevens.

9. Finance

- a. **To note that the Clerk made an error in the recent precept request documentation for 2017/18 and that the precept amount quoted should have been in line with the figure shown in the corresponding budget. The actual precept required is £39,861 and this amount has been requested from SSDC.**

Noted.

- b. **To agree that the Clerk can apply to Sport England and Tesco for a grant to contribute to or cover the balance required to fully fund the perimeter track project.**

RESOLVED: It was proposed and agreed that the Clerk could apply for these grants.

Action 170206/11: Parish Clerk

- c. **To agree that, from April 2017, the Clerk will be given authorisation to enable her to make certain direct payments, in line with financial regulations 5.5, 5.6 and 5.7.**

The Clerk explained that she would prepare a list of the payments involved, which would be authorised by two bank signatories. This would be brought to the April 2017 meeting.

RESOLVED: It was proposed and agreed that the Clerk is authorised to make direct payments in line with a signed list to be agreed at the April 2017 meeting.

Action 170206/12: Parish Clerk

- d. To consider a grant request from Yeovil Shopmobility and to sign a cheque accordingly if required.

RESOLVED: It was proposed and agreed to give £35 to Yeovil Shopmobility.

Action 170206/13: Parish Clerk

The Clerk was instructed to advertise the service in the next Wots On magazine.

Action 170206/14: Parish Clerk

- e. To approve the cashbook and bank account reconciliation for January 2017 as presented.

RESOLVED: The Cash Book and Bank Reconciliation for January 2017, as verified by Carolyn Nichols, was approved and signed by the Chair.

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

Minute ref	Supplier/Contractor	Narrative	Amount
11b) 04/07/16	NEST	Pension payments Jan 2017	£19.21
11f) 04/07/16	bOnline	Village Hall broadband - Nov 2016	£19.73
8b) 24/10/16 OS	J H Rose & Sons	Spoil removal at burial ground	£576.00
10b) 09/01/16	Henstridge Village Hall	Grant towards new tables and chairs	£750.00
11f) 04/07/16	bOnline	Village Hall broadband - Dec 2016	£21.77
11b) 04/07/16	NEST	Pension payments Feb 2017	£19.21
	Ring Street Filling Station	Fuel for mowers	£13.18
	South Somerset District Council	Outdoor gym annual inspection & risk assessment	£24.00
9c) 03/10/16	Institute of Cemetery & Crematorium Management	Memorial Management training (Clerk) 28/02/17	£198.00
	The Great Outdoor Gym Company	Light maintenance kit	£82.80
	T J Young	Repairs & servicing to hedge trimmer x 2 & mower (3 x invoices)	£273.41
	Ian Davies Tree Surgery	Hedge cutting near war memorial	£370.00
	Stalbridge Building Supplies	Reissue of cheque 3255 (black bags) lost by SBS's bank - see PN 98	£7.02
	Staff	Salaries Jan 2017	£1,088.90
	Staff	Expenses Jan 2017	£105.73
	HMRC	Tax and NICs Jan 2017	£148.36

David Nichols informed members that the Light Maintenance Kit received from The Great Outdoor Gym Company was of poor quality and not good value for money. The Clerk was instructed to return the Kit and to write to the company explaining that the Council did not wish to pay for it.

Action 170206/15: Parish Clerk

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

RESOLVED: The above accounts were approved for payment, except the Great Outdoor Gym Company, and Dennis Finch and David Nichols agreed as signatories.

10. Date of Next meeting – The next Parish Council meeting will be held on **Monday 6th March 2017**. 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 February.

The meeting ended 21:04.

Agreed and signed by the Chair _____

Date _____