

HENSTRIDGE PARISH COUNCIL

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

Tel: 01747 826401 Mobile: 07745 270285

e-mail: clerk@henstridgeparishcouncil.org.uk

www.henstridgeparishcouncil.org.uk

Approved minutes of a meeting of Henstridge Parish Council held at the Village Hall, Henstridge on Monday 3rd April 2017 from 7.30pm.

Present: David Nichols (Chair), Howard Bentley-Marchant, Ken Courtenay, Peter Crocker, Simon Cullum, Dennis Finch, John Graham, Carolyn Nichols, Barry Paginton, Bruce Pike, Sue Place and Michael Player.

Clerk: Zöe Godden

Also present: County Councillor William Wallace and PCSO John Winfield.

One member of the public was present at the start of the meeting.

1. To receive any apologies for absence

Apologies had been received from Jean Oswick

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

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

There were no declarations of interest.

3. To approve as a correct record the minutes of the previous meeting held on 6th March 2017

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

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

6a. To receive any Police matters

PCSO John Winfield informed members that he was aware that Ilchester Parish Council had a Youth Parish Council, which was involved in Parish Council and Community matters, including fundraising, visiting the elderly and organising litter picks. PCSO Winfield said that he would arrange for the Clerk to meet the Ilchester Clerk to gather more information.

Action 170403/1: Parish Clerk

PCSO Winfield informed members that instances of fly-tipping, abandoned vehicles etc could be reported directly to the Streetscene department of SSDC, rather than to him or the Clerk. Problems with County Council services such as street lighting and highways could similarly be reported directly to SCC. PCSO Winfield went on to report that dead and partially fallen trees in Landshire Lane had been reported to County Highways although ownership of the trees needed to be clarified before remedial work could take place.

PCSO Winfield also reported that the road surface in Park Lane was in a very bad condition with very deep potholes that were filled with run-off water from fields. Ditches along this lane were full and needed to be cleared. County Highways had been informed and needed to approach landowners to have ditches cleared so that the potholes could dry out before repair work could take place.

There had been a power cut on 28 February and PSCOs had attended to direct traffic at the crossroads of the A30 and A357.

Excessive mud on Landshire Lane as a result of Solar Park activity had been reported.

Sue Place noted that flooding and potholes in Park Lane were a recurring problem and felt that a permanent solution was needed. Howard Bentley-Marchant said that the increase in the size of vehicles using Park Lane was part of the problem.

19:44 – PCSO John Winfield left the meeting.

4. To consider the following planning application:

	Application number	Proposal	Applicant details
a)	17/00877/FUL	Formation of a parking area to serve 1 and 2 West View; retrospective and revised application of previous 16/03229/FUL	Mrs Lucy Rabia, 2 West View, Yenston. BA8 0ND
RESOLVED: It was proposed and agreed to support the application with the proviso that a condition should be included to require vehicles to exit in a southerly direction only.			
b)	17/00587/FUL	The erection of a two storey side extension	Mr & Mrs Cochrane, 19 Ash Walk, Henstridge. BA8 0QB
RESOLVED: It was proposed and agreed to recommend approval of this application.			
c)	17/00699/FUL	Conversion of garage and removal of garage doors and infill with bricks and windows to match existing.	Gabriel Swatzell, Little Acre, 7 Meadow Close, Henstridge. BA8 0SY
RESOLVED: It was proposed and agreed to recommend approval of this application.			

19:52 – One member of the public left the meeting.

5. Recent SSDC Area East planning decisions:

	Application number	Proposal	Applicant details	Current status
a)	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	Granted with conditions
b)	17/00537/FUL	Single storey front extension to kitchen and double garage.	Mrs Aston, Westhaven, Whitechurch Lane, Yenston. BA8 0NJ	Granted with conditions

Noted.

6. Reports

- a. To receive any Police matters

This item was dealt with after item 3 above.

- b. To receive County and District Councillor reports

County Councillor William Wallace reminded members that County Council elections were coming up on 4th May and that both County and District Council budgets had been balanced.

Peter Crocker asked William if he could chase up the long-awaited repair to the illuminated zebra crossing pole. William said he was meeting with Colin Fletcher from County Highways on Wednesday and would take the matter up with him. Dennis Finch added that the faulty pole was due to be removed by the manufacturer and temporarily replaced with an un-illuminated pole.

7. Matters deferred and arising from previous meetings:

- a. To note that nominations to the Western Gazette Business Awards have not been submitted as a more suitable award has been identified.

The Clerk reported that she had spoken with the Western Gazette and had been advised that a more appropriate award called "Believe in Somerset" would be launched later in the year. It was **agreed** to nominate AJN Steel for this award instead.

8. Correspondence

a.	01/03/17	South Somerset District Council	To note receipt of a letter explaining new Public Space Protection Orders, which replace Dog Control Orders.
Noted.			
b.	14/03/17	Yeovil Shopmobility	To note receipt of a letter of thanks for the grant recently given by the Parish Council.
Noted.			
c.	28/03/17	Eve Wynne, Somerset County Council Rights of Way Officer	To consider the need for a signpost or waymark at footpath WN12/1 and agree a response accordingly.

19:57 – William Wallace left the meeting

Members discussed this matter and heard the opinion of Ron Valentine, Parish Paths Liaison Officer via the Clerk. Sue Place said that this path may be obstructed.

RESOLVED: It was proposed and unanimously agreed that a signpost or waymarker was needed to indicate path WN12/1.

Action 170403/2: Parish Clerk

Peter Crocker reported that the footpath at Toomer Hill was obstructed by wire. The Clerk was asked to report this.

Action 170403/3: Parish Clerk

d.	28/03/17	SturQuest Community Partnership	To note receipt of information regarding the White Hart Link project, linking North Dorset towns by a walking route passing through Henstridge.
-----------	----------	---------------------------------	---

Noted. The Clerk was instructed to scan and email this information to all members.

Action 170403/4: Parish Clerk

9. Council Matters

- a.** To hear an update on progress with Community Resilience planning.

The Clerk reported that she had completed a draft grant application and risk assessment and would be meeting with representatives from the Village Hall and WI to agree next steps.

Action 170403/5: Parish Clerk

- b.** To hear an update on the Stalbridge footway project.

The Clerk reported that she had submitted a final report to Somerset County Council giving details of progress made with each of the landowners involved. One landowner had refused to allow the proposed path to be routed behind the roadside hedge in two of her fields. This had been discussed by County and the Clerk had been informed that, unless agreement could be reached with this landowner to install the path behind the hedge, the scheme could not go ahead.

Peter Crocker asked if the scheme could still go ahead but with the omission of the first section alongside the two fields in question. David Nichols proposed that the Clerk should arrange a meeting between him and Somerset County Council, to be attended by Carolyn Nichols and the Clerk, to try to resolve this matter. It was **agreed** that the Clerk should do this.

Action 170403/6: Parish Clerk

- c.** To hear an update on planning for the Annual Parish Meeting.

The Clerk reported the following:

- The Women's Institute had agreed to provide refreshments at a cost of £50.
- South Somerset Citizens Advice had agreed to be the guest speaker.
- All of the usual local groups and the allotment holders had been invited.
- A poster/flyer had been produced for insertion into the Blackmore Vale magazine.

- d.** To agree members to work together to organise an opening event for the perimeter track at the Recreation Ground.

Simon Cullum informed members that the Open Spaces Committee had agreed to hold an event to mark the opening of the perimeter track and patio and that help was needed to organise this. John Graham, Dennis Finch and Sue Place volunteered to form the group and Simon invited them to attend the next Open Spaces meeting to be held on 10th April.

- e.** To discuss the recent litter pick and sign cleaning event and note any changes to make for future events.

Simon Cullum thanked all of the members who had attended the event and reported that it had been a great success. The sign cleaning had made a huge difference. Ken Courtenay noted that it had taken a long time to clean the signs because they had not been cleaned in a long time. The activity would have been easier if a pressure washer could have been used as this would have made cleaning more effective and would have meant a water source was available at each site. The Clerk was instructed to approach the local window cleaner to see if he would be able to lend or rent out his vehicle for future events.

Action 170403/7: Parish Clerk

The Clerk was instructed to distribute the date of the next litter pick event to all members:

Action 170403/8: Parish Clerk

f. To consider an offer from a Henstridge resident to install a bench in the burial ground near the shed.
RESOLVED: It was proposed and agreed to approve the installation of the bench.

Action 170403/9: Parish Clerk

g. To note receipt of an email from the Cricket Club informing the Parish Council that it will be deciding in April if it will continue to offer grass cutting services at the Recreation Ground.

Howard Bentley-Marchant suggested that, if the cricket club could no longer provide grass cutting services that the Parish Council could enquire about renting or buying their mowing machine.

Action 170403/10: Parish Clerk

h. To note that new street name signs have been erected at Camp Road and Marsh Lane, as per previous discussions.

Noted.

i. 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 30mph signs on right hand side on A357 as driving in from Stalbridge and on the A30 on the left hand side were leaning.

Action 170403/11: Parish Clerk

j. To hear any matters arising from playground inspection reports.

There were no matters arising.

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

Allotments – Barry Paginton reported that dog fouling had been found at the allotment site. The Clerk was instructed to check that signs at the entrances to the allotment site stated that no dogs were allowed.

Action 170403/12: Parish Clerk

Community Speedwatch – Michael Player informed members that there would be two CSW sessions in the coming month. A recent session near the school in Ash Walk had logged 300 vehicles but there had been no offenders. Michael added that drivers ignored the 20mph limit but that this was not enforceable by law. Templecombe CSW was recording 30 to 40 offences per day but this was because the 20mph was enforceable there. CSW results had to be submitted to the Police within seven days otherwise letters could not be sent to offenders.

Village Hall Management Committee – David Nichols reported that some metal storage units were to be purchased for use in the storage container. New tables had already been purchased and were in use. The new Treasurer and Booking Clerk was Malcolm Stobart.

10. Finance

a. To note that the Clerk has applied to Castle Gardens for a £50 voucher to be used to purchase flowers or suchlike for the area at the top of St Nicholas Path.

Noted.

b. To consider a request for a grant from St Margaret's Hospice.

RESOLVED: It was proposed and agreed to give a grant of £35.00.

Action 170403/13: Parish Clerk

c. To note that the Clerk has booked two places on a Facebook and Twitter course at a cost of £40, at the instruction of the Chairman and in line with Financial Regulation 4.1.

Noted.

d. To agree to pay £25 for the Parish Council to become a member of Somerset Playing Fields Association.

RESOLVED: It was proposed and agreed to make the payment as requested.

e. To agree to the Clerk's incremental pay increase from £10.94 to £11.41 per hour.

Dennis Finch asked why the Clerk should have a pay rise. The Clerk explained that her contract of employment stated that she was paid in accordance with NALC pay scales and that these had been increased as per a national agreement. Also, the Clerk's contract of employment stated that she would progress through the pay range each year. Dennis said that more transparency was needed to enable members to make a decision on the Clerk's pay.

RESOLVED: It was proposed and agreed that the Clerk's salary should be increased as requested. All in favour except Dennis Finch, who abstained from voting.

f. To approve a list of direct payments and authorise the Clerk to make these at the agreed frequency for the coming financial year 2017/18; to agree two bank signatories to sign the authorisation sheet.

RESOLVED: It was proposed and agreed to approve the list of direct payments and that David Nichols and Simon Cullum would sign the authorisation sheet.

g. To approve the cashbook and bank account reconciliation for March 2017 as presented.

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

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

Minute ref	Supplier/Contractor	Narrative	Amount
	NEST	Pension payment March 2017	£181.25
11f) 04/07/16	bOnline	Village Hall broadband - February 2017	£35.00
	NEST	Pension payment April 2017	£1,089.10
	Staff	Salaries March 2017	£1,057.70
	Staff	Expenses March 2017	£158.39
	Staff	Salary March 2017	£31.00
OS 8h) 20/06/16	Henstridge Cricket Club	Grass cutting April 2016 to March 2017	£1,513.78
10b) 05/12/16	Henstridge Youth Club	Grant 2017/18	£1,000.00
10c) 05/12/16	South Somerset Citizens Advice	Grant 2017/18	£100.00
	Society for Local Council Clerks	SLCC/ALCC membership fees 2017/18	£167.00
11h) 06/03/17	Community Speedwatch	Grant	£100.00
	Viridor Waste Management Limited	Contributing Third Party Payment re perimeter track & patio project	£3,000.00
	HMRC	Tax & NICs March 2017	£148.56

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 and David Nichols and Simon Cullum agreed as signatories.

The Clerk was instructed to contact the Planning Department to inform them of works taking place at 52 Ash Walk, including an access onto the A30.

Action 170403/14: Parish Clerk

11. Date of Next meeting – The next Parish Council meeting will be held on **Monday 8th May 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 27th April**.

The meeting ended at 20:55.

Agreed and signed by the Chair _____

Date _____