

# HENSTRIDGE PARISH COUNCIL

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

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## Approved minutes of the meeting of Henstridge Parish Council held on Monday 2<sup>nd</sup> July 2018

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

**Also present:** Beat Manager Stefan Edwards, PCSO John Winfield and Village Agent Kristel Van Der Schyff

**Clerk:** Zöe Godden

There were 11 members of the public present at the start of the meeting.

**The meeting started at 19:31.**

### 1. Apologies for absence.

Apologies had been received from John Graham and Jean Oswick.

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

### 2. Declarations of interest.

There were no declarations of interest.

### 3. To approve as a correct record the minutes of the previous meeting held on 04/06/18.

**RESOLVED: It was proposed and agreed to approve the minutes as presented. Nine votes in favour; One abstention.**

### 4. Reports

a) To welcome the new Village Agent and hear how the role will be developed.

**Kristel Van Der Schyff** introduced herself and explained that the aim of the Village Agent role was to reduce isolation and help to connect excluded and vulnerable people to services that could support them and improve their independence, health and well-being. Kristel would be working to help the elderly but also children and young people. It was noted that 15% of children in Henstridge, under the age of 18, were living in poverty.

The Chair thanked Kristel for coming to the meeting.

b) To receive any Police matters.

**PCSO John Winfield** reported that he had been dealing with anti-social behaviour at the Recreation Ground. There had been several instances of people breaking glass on the skate park. A child had been responsible for one of these instances and had been dealt with. Adults were thought to have been involved in the other incidents and the matter was being investigated. The Police were also aware of a car parking regularly in the layby on the A30 adjacent to the Recreation Ground. Patrols had been taking place.

PCSO Winfield went on to say that the Police had attended a road traffic collision at Landshire Lane at the end of May. Also, Avon and Somerset Police had been working with their Dorset Police colleagues to monitor the traffic going to and from the bike nights held at the airfield. The date of the next bike night had changed from 25<sup>th</sup> July to 21<sup>st</sup> July.

**19:38** - Beat manager Stefan Edwards and PCSO John Winfield left the meeting.

c) To receive County and District Councillor reports.

District and County Councillors were not present.

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

	Application number	Proposal	Applicant details
a)	18/01594/FUL	Erection of single storey front and rear extensions.	Mrs Lin Coleman, The Old Coach House, Victoria Gardens, High Street, Henstridge. BA8 0RE
<b>RESOLVED: It was proposed and unanimously agreed to recommend approval of this application.</b>			
b)	18/01768/FUL	Alterations and the conversion of existing agricultural building to a dwelling (part retrospective).	Mr B Tegg, Land Os 6900, Part Blackmoor Lane, Henstridge. BA8 0SN
<p><b>Sue Place declared a personal interest in this item as her land adjoined the application site.</b></p> <p><b>19:42</b> – The Chairman allowed a public open session.</p> <p><b>19:45</b> – One member of the public joined the meeting.</p> <p>A member of the public began speaking about an issue not on the agenda and was asked to leave the meeting. The member of the public agreed not to interrupt the meeting again and remained.</p> <p><b>19:50</b> – The Chairman brought the Public Open Session to a close.</p> <p>Members noted comments from members of the public who wished to object to the application. It was further noted that this application should be considered in its own right, without reference to previous applications related to the same development.</p> <p><b>RESOLVED: It was proposed and unanimously agreed to recommend refusal of this application for the following reasons:</b></p> <ul style="list-style-type: none"> <li>• <b>lack of services to the site;</b></li> <li>• <b>the fact that the septic tank was located within 20 metres of the brook causing a risk of contamination to the water course;</b></li> <li>• <b>safety concerns for users of the restricted byway if vehicular access was allowed to cross this;</b></li> <li>• <b>the proposed development was outside of the recognised built area of the village.</b></li> </ul>			
c)	18/01724/S73	Application to vary planning permission 1 (approved) of approval 16/02380/REM to amend size of units 1 and 2 to regularise the scheme.	Mrs E Kimber & family, Land at Furge Lane, Henstridge. BA8 0RS
<p><b>20:01</b> - The Chairman allowed a public open session.</p> <p><b>20:02</b> - The Chairman brought the Public Open Session to a close.</p> <p><b>RESOLVED: It was proposed and agreed to recommend approval of this application. Nine votes for; One abstention.</b></p>			
d)	18/01897/AGN	Erection of an agricultural storage building.	Mr Chris Barnes, Land at Rhodes House Farm, Landshire Lane, Henstridge. BA8 0TN
<p><b>Carolyn Nichols and David Nichols declared personal interests in this application as their land adjoined the application site.</b></p> <p>It was <b>agreed</b> that the Parish Council did not wish to comment on this application.</p>			

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

	Application number	Proposal	Applicant details	Current status
a)	18/00959/OUT	Outline application for the erection of two storage buildings and associated works.	Mr James Day, Land off The Marsh, Camp Road, Henstridge.	Granted with conditions

b)	18/01077/S73	Application to vary condition 2 (approved plans) of planning approval 17/02645/FUL to raise roof height including fascia level and the siting of steel containers in a new position.	Blackmore Vale Forge, Land Rear of Unit 4C, Marsh Lane, Henstridge. BA8 0TG	Granted with conditions
c)	18/01331/FUL	Erection of a single storey side extension.	Mr & Mrs Phelps, The Bowery, Chapel Lane, Yenstron. BA8 0NH	Granted with conditions

**Noted.**

### 7. Planning Correspondence

a)	21/06/18	SSDC	Invitation to comment on a planning appeal relating to application 17/02712/FUL (52 Ash Walk) and to consider any comments to submit.
<p>The Clerk was instructed to reiterate the Council's previous comments on this application, as follows: It was proposed and unanimously agreed that the Parish Council recommends refusal of this application on the grounds that access to the site and the turning area present serious and significant highway safety issues, the proposal represented over-development of the site and that the design of the dwellings is inappropriate.</p> <p style="text-align: right;"><b>Action 180702/1: Parish Clerk</b></p>			
b)	24/06/18	Henstridge resident	To note receipt of correspondence relating to planning applications 12/01887/OUT and 16/02380/REM (16 dwellings on land at Furge Lane) requesting that the Parish Council supports residents in obtaining assurances that properties in Waverley Farm Court will be protected from flooding.
<p><b>20:08</b> – The Chairman allowed a public open session.</p> <p><b>20:13</b> - The Chairman brought the Public Open Session to a close.</p> <p>Having listened to the concerns, residents were advised that flooding issues were dealt with by Somerset County Council and that they should write to County Councillor William Wallace to make their case. The Clerk was instructed to contact William Wallace to say that considerable concern had been expressed by residents and to ask that the appropriate attention would be given to this matter.</p> <p style="text-align: right;"><b>Action 180702/2: Parish Clerk.</b></p>			

### 8. Matters deferred and arising from previous meetings:

- a) To elect one more member to the Personnel Committee

**RESOLVED:** It was proposed and agreed that Dennis Finch would be elected to the Personnel Committee on a temporary basis until Jean Oswick was able to return.

### 9. Correspondence

a)	11/06/18	Somerset County Council	To note upcoming changes to the X10, 51, 52 and 58 bus services.
<p>It was felt that bus services to Templecombe should coincide with the train timetables. It was noted that the reduction in bus services was due to the fact that bus companies were not making a profit.</p> <p><b>20:20</b> – 11 members of the public left the meeting.</p> <p>It was noted that the changes to bus timetables would mean that it would not be possible to get to the train station in Sherborne meaning that travellers would have a long walk to get to their trains.</p> <p><b>20:22</b> – One member of the public returned to the meeting.</p> <p>Members requested that Kristal Van Der Schyff (Village Agent) looked into this problem.</p>			

<b>b)</b>	15/06/18	Somerset County Council	Invitation to comment on a draft Improving Lives strategy for Somerset; to agree a member(s) to respond.
It was <b>agreed</b> that Sue Place would complete the questionnaire on behalf of the Council.			<b>Action 180702/3: Sue Place</b>

## 10. Council Matters

- a) To note that the software used to run the Parish Council's website will no longer be supported after October 2018 and to consider the options for provision of the website going forward.

The Clerk explained the options. Members **agreed** that the offer from Milborne Port Computers to upgrade the existing website to a Wordpress version for a one-off fee of £350 was inexpensive. The Clerk explained that she would be able to update a Wordpress version of the website herself as she had experience of this at her other Parish Councils. There would be an annual cost of £150 payable to Milborne Port Computers for support.

**RESOLVED: It was proposed and unanimously agreed that the Clerk should instruct Milborne Port Computers to upgrade the existing website to a Wordpress version. It was further agreed that the £150 annual fee for support was acceptable and that the Clerk should be responsible for updating the website once the transfer to Wordpress was complete.**

**Action 180702/4: Parish Clerk**

20:29 - Three members of the public left the meeting.

- b) To hear an update on work towards the commemoration of the end of WW1 and to agree any further action to be taken. (HB-M).

Howard Bentley-Marchant informed members that the Silent Soldier had arrived and was more robust than expected. A Field of Remembrance was planned, which would involve a child from the Primary school adopting a wooden cross for each of the people who had lost their lives in the First and Second World Wars. Any additional developments would take place after the school holidays.

- c) To note that Howard Bentley-Marchant has signed an indemnity agreement in relation to the Silent Soldier and to agree an additional member to sign.

**RESOLVED: It was proposed and agreed that the Howard Bentley-Marchant and David Nichols would sign the agreement on behalf of the Parish Council.**

- d) To hear an update on arrangements for Picnic in the Park and to consider any action to be taken.

Dennis Finch reported that an advertising banner was being finalised. Participation was thought to be comparable with the 2017 event. The event would be advertised on the Nextdoor website in the weeks leading up to 12<sup>th</sup> August.

- e) To note receipt of an email from the Diocese of Bath and Wells regarding the future of the Glebe Field.

**Noted.**

- f) To hear an update on progress with the Housing Needs Survey.

The Clerk informed members that the Housing Needs Survey report had arrived on Friday 29<sup>th</sup> June. It was **agreed** to defer any decisions on its content until the next meeting.

- g) To consider adopting a Child Protection and Vulnerable Adults policy and a Sports Development Plan in relation to the use of the Recreation Ground.

Simon Cullum explained that the two documents had been compiled as they were needed for a Sport England grant application towards the cost of a BMX/Pump track.

**RESOLVED: It was proposed and unanimously agreed to adopt the documents as presented.**

- h) To note that Simon Cullum, David Nichols and the Clerk attended the Responding to Planning Applications training event run by SALC on 27<sup>th</sup> June.

**Noted.** David Nichols said that notes from the meeting would be shared with all members when they had been received.

- 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 the following:

- that the drain opposite the Virginia Ash still needed to be cleared
- some hedges needed to be cut back in Park Road (Peter Crocker would contact the Clerk to let her know the addresses involved.)

**Action 180702/5: Parish Clerk & Peter Crocker**

The Clerk was further instructed to find out when the White Gates would be installed at the four entrances to the Village, along with the other improvements that had been agreed with County Highways.

**Action 180702/6: Parish Clerk**

The Clerk was instructed to follow up on the agreement with County Highways to remove one of the cycle hoops at St Nicholas Path and also to request that the path should be tidied up.

**Action 180702/7: Parish Clerk**

- j) To hear any matters arising from playground, skate park and green gym inspection reports.

The Clerk reported that, as a result of the anti-social behaviour reported by PCSO John Winfield, she had arranged for the weeds on the bank near the copse to be cut down by SSDC.

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

**VHMC** – Carolyn Nichols reported that the Village Hall would be running a raffle at the Picnic in the Park event. David Nichols added that the acquisition of a projector and screen was being discussed.

**CSW** – Michael Player reported that a CSW session had taken place on 27<sup>th</sup> June to coincide with the Bike Night at the Airfield. 11 riders had been recorded exceeding the speed limit but that most riders had behaved well. There had been a high Police presence from Dorset and Avon and Somerset Police.

## 11. Finance

- a) To note the first quarter budget sheet.

**Noted.**

- b) To consider quotes for Parish Council insurance.

**RESOLVED: It was proposed and agreed to choose the three year agreement from Inspire Insurance.**

**Action 180702/8: Parish Clerk**

- c) To consider a quote from Mogers Drewett for the work relating to the sale of Common Lane field.

Simon Cullum explained that Mogers Drewett had estimated a charge of £500 if the sale of the field went ahead without any complications and that, should any additional work be required, the cost may rise to a maximum of £1000, although this was not thought to be likely.

**RESOLVED: It was proposed and unanimously agreed to appoint Mogers Drewett to act on behalf of the Parish Council in the sale of Common Lane Field.**

**Action 180702/9: Parish Clerk**

d) To consider a request for grant from Citizens Advice South Somerset.  
The Clerk was instructed to send the Parish Council's grant application form to South Somerset Citizens Advice, to be considered when setting the budget for 2019-20.

**Action 180702/10: Parish Clerk**

**RESOLVED:** It was proposed and unanimously agreed to give a grant of £50 from the 2018-19 budget.

**Action 180702/11: Parish Clerk**

e) To approve the cashbook and bank account reconciliations for June 2018 as presented.  
It was **agreed** to defer this matter as the Clerk had not received the bank statements.

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

Minute ref	Supplier/Contractor	Narrative	Amount
	Staff	Salary June 2018	£81.39
	Staff	Salary June 2018	£1204.25
	HMRC	Tax and NICs June 2018	£410.92
11f) 04/07/16	bOnline	Village Hall broadband May 2018	£28.07
11h) 04/06/18	Staff	Overtime May 2018	£165.59
	Staff	Salary June 2018	£42.68
	Staff	Expenses June 2018	£165.86
OS 10a) 11/12/17	Evolution Skatepark Ramps	Skate park maintenance	£5166.74
19o) 01/05/18	SALC	Charitable Trust training x 2	£110.00
	Henstridge Village Hall	Hall hire Dec 17 to June 18	£151.00
	Milborne Port Computers	Domain & website costs	£162
OS 9a) 10/05/18 & OS 7) 25/06/18	3 Counties Locksmiths	Chain & padlock for allotment gate & latch for Recreation Ground pedestrian gate	£61.58

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 Ken Courtenay and Dennis Finch agreed as signatories.

**12. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 6<sup>th</sup> August 2018**. 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 26<sup>th</sup> July**.

**The meeting ended 21:01.**

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

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