



HENSTRIDGE PARISH COUNCIL

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Draft minutes of the Henstridge Parish Council meeting held on Monday 11th January at 7.30pm via Zoom Conference Call Facilities

Present: Ken Courtenay (Chair), Elspeth Graham, John Graham, Howard Bentley-Marchant, Adrian Gaymer, Simon Cullum, Jean Oswick, Barry Howlett, Peter Crocker, David Nichols and Carolyn Nichols

Also Present: District and County Councillor William Wallace
District Councillor Hayward Burt

Clerk: Emma Curtis

There were no members of the public in attendance at the commencement of the meeting. **The meeting commenced at 7.30pm.** One member joined shortly after the meeting commenced.

1. **Apologies for Absence:** Received from Andrew McMillan.

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

2. **Declarations of Interest (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct):** Received from David Nichols and Carolyn Nichols agenda item 7a: *personal interest as live near site* and agenda item 9e: *payment to David Nichols Associates*. Also received from Adrian Gaymer, agenda item 7b: *applicant* and Simon Cullum declared that he was now a committee member for the Wots On magazine and would update his Register of Interests.

3. **To approve as a correct record the minutes of the previous meeting held on Monday 7th December 2020:**

RESOLVED: It was proposed and agreed by members to approve the minutes of the meeting held on 7th December 2020 as a true and accurate record of the meeting.

4. **To note circulation of the Actions from Meeting list and discuss any matters arising:** Circulation of the document was noted. The Clerk confirmed that all actions had been completed. It was agreed that if the planning document circulated couldn't be agreed via email it would be added to the February agenda.

5. **To receive presentation from representative for the Office of National Statistics regarding Census 2021:** Jill Loader, the Census Engagement Manager for Somerset provided information about the upcoming Census taking place on 21st March 2021. Jill confirmed that the Census would be going ahead despite the Covid-19 pandemic and provided information on the process. Jill stated she would circulate further information following the meeting for the Parish Council website and Wots On magazine. Further information can be found at www.census.gov.uk

6. Reports

a) **To receive any police matters:** No report received

b) **To receive County and District Councillor reports:**

District and County Councillor William Wallace reported that three companies had been selected to roll out full fibre broadband networks for the Connecting Devon and Somerset programme and provided a reminder that the primary school admissions deadline was Friday 15th January. To conclude Cllr Wallace reported that Somerset County Council were seeking legal advice regarding false allegations about misspending made by MP Ian Liddle-Grainger.

District Councillor Hayward Burt stated that SSSC staff had been redeployed to aid the Covid-19 pandemic but that essential services were still being supported. Cllr Burt confirmed that Area East Committee meetings had been cancelled for January and February and explained how applications deferred to the committee would be decided. Ken Courtenay asked when the Parish Council would be consulted on their preference for One Somerset or Stronger Somerset and Cllr Burt reported that a consultation would be undertaken but that dates were not yet known.

7. Planning

a) **To consider the following Planning Application:**

Application number	Proposal	Applicant Details
20/03278/FUL	The erection of a commercial development comprising of warehouse storage facilities with ancillary office and staff facilities (Use Class E(g)/B2/B8) with associated external works to include car parking, service yards and landscaping	Event Field, The Marsh, Camp Road, Henstridge
RESOLVED: It was proposed and agreed to support this application and recommend approval but to note there is concern regarding a potential increase in HGV traffic through the village and to request there is no light pollution.		
Action: 110121/1: Clerk		

b) **To note recent SSSC Planning Decision:**

Application number	Proposal	Applicant details	Decision
20/03141/TCA	Notification of intent to carry out Tree Surgery works to various trees within a Conservation Area	Pond Farm, Ash Walk, Henstridge, Templecombe, Somerset, BA8 0QH	Decided

Noted.

8. Council Matters

a) **To receive an update on the A357 and Highways Issues:**

Adrian Gaymer provided commentary following his meeting with Gary Warren from Somerset Highways and outlined details he had provided in his follow up report circulated to Councillors via email. Adrian provided a list of improvement works which will be undertaken within the Parish. The Clerk confirmed that she had resubmitted a grant application for a Speed Indicator Device. Peter Crocker requested that the drains be cleared and Adrian confirmed that this would be taking place. To conclude the suggestion of writing to the local MP was considered and it was felt this would be a positive action along with an article for Wots On.

RESOLVED: It was proposed and agreed that Adrian Gaymer would draft a letter to be sent to the local MP with Howard Bentley-Marchant's assistance and prepare an article for Wots On.

Action: 110121/2: Adrian Gaymer

- b) To consider play area design and quotation and receive feedback from working party, comments from parishioners and to resolve to proceed with grant funding applications:

The Clerk confirmed that three quotes had been received for the groundworks and fencing and that following consultation all feedback from parishioners about the proposed play area was positive. The Clerk stated that the Stage One application with Viridor Credits had been approved and sought consent to proceed with the second stage in order that the project could move forward.

RESOLVED: It was proposed and agreed for the Clerk to proceed with the grant application.

Action: 110121/3: Clerk

- c) To consider celebrations to mark The Queens Platinum Jubilee and consider budget:

Elspeth Graham suggested that a working party was organised to look into options for the occasion. Carolyn Nichols and Jean Oswick volunteered to assist Elspeth. It was agreed to remove this item from the 2021/22 budget but to have a reoccurring agenda item for the working party to provide feedback on progress.

RESOLVED: It was agreed to form a working party to look at options for the jubilee.

Action: 110121/4: Elspeth Graham, Carolyn Nichols, Jean Oswick

- d) To note submission of letter to the Diocese regarding the Glebe Field:
Noted. The Clerk confirmed that no response had been received to date.

- e) To consider the purchase of more large poppies from the British Legion Poppy Appeal:

Carolyn Nichols suggested the Council may wish to purchase some more large poppies as the appeal was short on funding. Councillors agreed this was a good idea and a decision would be made on a monetary sum at the end of the financial year. Howard Bentley-Marchant and Ken Courtenay recommended that the Council may wish to look at other armed forces charities to donate to in the future.

RESOLVED: It was agreed to proceed with the purchase of further poppies at the end of the financial year when a donation amount would be agreed.

- f) To hear any matters arising from play area, skate park, BMX Pump Track and green gym inspection reports:

The Clerk confirmed that once again, due to the Covid-19 pandemic and new lockdown, all areas apart from the play area were closed off to the public for their own safety following government guidelines. The Clerk expressed her thanks to Events Crew who had assisted her free of charge in providing barriers. It was agreed that an official letter would be sent to Events Crew to thank them for their support.

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

David Nichols confirmed that due to the Covid-19 lockdown the village hall was once again closed to the public. David confirmed that he was checking and topping up the hand sanitiser outside the hall when required. Ken Courtney asked for an update on the car park, it was agreed to defer this item to the Open Spaces Committee meeting.

9. Finance

- a) To approve the cashbook and bank account reconciliation for the UTB current account dated 30th November 2020 and UTB reserves account dated 17th November 2020:

RESOLVED: It was proposed and agreed to approve the bank reconciliations as presented to be signed at a later date by Barry Howlett.

- b) To consider draft budget for the 2021-22 financial year, agree any amendments and complete Precept Request Form:

After long discussion with suggestions and queries raised by Councillors including payments to the Village Hall and Youth Club the draft budget was amended and it was agreed to request a precept of £61,111. Councillors considered the impact on Band D tax payer with the precept resulting in an increase of £12 per year (0.23p per week). Simon Cullum requested that feedback was received from the Youth Club on how they were spending their grant funding and any fundraising being undertaken.

RESOLVED: It was proposed and agreed to increase the precept to £61,111 and the Clerk was instructed to complete and submit the Precept Request Form.

Action: 110121/5: Clerk

- c) To review Earmarked Reserves:
It was agreed to defer this item to the April meeting when the end of year financial figures are confirmed.
- d) To note conclusion of half yearly internal audit and receive report from the Internal Auditor:
The report was noted. The Clerk was thanked for her efforts.
- e) To approve the following accounts for payments to be paid via internet banking and agree two signatories to authorise:

Supplier/Contractor	Narrative	Amount
Staff	Salary	£1,181.03
Staff	Salary	£104.00
Staff	Salary	£58.33
Staff	December Expenses	£54.79
HMRC	PAYE & NI	£213.00
SLCC	Clerks Membership	£185.00
South West in Bloom	2021 Entry Fee	£25.00
SSDC	Ranger Labour November 2020	£173.16
Lightatouch	Internal Audit April – Nov 2020	£330.00
SALC	Responding to Planning Applications Course	£50.00
Robin Chapman Ltd	Fence at Allotments	£1,788.00
SSCAT	Contribution to South Somerset Community Accessible Transport	£350.00
SPFA	Somerset Playing Fields Membership Fee	£15.00
bOnline	Village Hall Broadband	£32.57
David Nichols Associates Ltd	Keys Cut, Green Gym grease, padlocks, tarpaulin for temporary fence at allotments, locks, hand sanitiser	£345.85

RESOLVED: It was proposed and agreed to approve the payments as presented. Ken Courtenay and Simon Cullum agreed to authorise the payments via Unity Trust internet banking.

10. Correspondence

	From	Content
a)	SALC	To note receipt of email regarding Mental Health Information
Noted.		
b)	SSDC	To note receipt of email regarding Stronger Somerset proposal
Noted.		
c)	NALC	To note receipt email regarding Provisional local government financial settlement
Noted.		
d)	Resident	To note receipt of email from resident regarding flooding on Lime Kiln Lane
Noted.		
e)	Resident	To note receipt of email regarding dog fouling at recreation ground
Noted.		
f)	SALC	To note receipt of email regarding National Leisure Recovery Fund
Noted.		
g)	SSDC	To consider Government Consultation on the future of transport: rural strategy
Noted – It was agreed that Adrian Gaymer would respond to the consultation		
h)	SCC	To note receipt of final business case for One Somerset
Noted.		

11. Date of Next meeting –The next Parish Council meeting will be held on **Monday 1st February 2021**. 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 Friday 21st January 2021.**

Prior to the meeting closing it was agreed that the date of the Open Spaces Committee meeting would be changed to Wednesday 27th January.

The meeting closed at 9.29pm



**Emma Curtis
Parish Clerk**