



HENSTRIDGE PARISH COUNCIL

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Draft Minutes of the meeting of Henstridge Parish Council held on Monday 4th October 2021 at 7.30pm at Henstridge Village Hall

Present: Ken Courtenay (Chair), David Nichols, Carolyn Nichols, Elspeth Graham, Andrew McMillan, Adrian Gaymer, Barry Howlett, Jane Rose, Michael Player, Simon Cullum and John Graham (arrived late)

Also Present: District and County Councillor William Wallace

Clerk: Emma Curtis

There were three members of the public in attendance. **The meeting opened at 7.40pm**

Chair Ken Courtenay requested the Council suspend standing orders to consider an extra agenda item; a further planning application which deadline fell prior to the next meeting, this was approved by all Councillors and it was agreed the application would be considered under agenda item 6a.

1. Apologies for absence: Received from Hayward Burt and Peter Crocker – work commitments.

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

2. Declarations of interest: None received.

3. To approve as a correct record the minutes of the previous meeting held on Monday 6th September 2021:

RESOLVED: It was proposed by Carolyn Nicholas and agreed unanimously to approve the minutes of the meeting held on 6th September 2021 as a true and accurate record of the meeting. Simon Cullum abstained as he was absent from the meeting.

4. To note circulation of the Actions from Meeting list and discuss any matters arising: Circulation of the Actions List was noted. The Clerk confirmed that all Actions had been undertaken.

5. Reports

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

b) **To receive County and District Councillor reports:** Cllr Wallace stated that he was pleased that Henstridge Parish Council was sending a representative to the LGR Conference later that week. The Chairman confirmed both he and the Clerk were attending. Cllr Wallace commented that Michael Gove is now Secretary of State and that further information about the LGR would be available after Christmas. Cllr Wallace reported that the Government has invested £3billion into bus services national and a report would be released on 31st October. To conclude, Cllr Wallace reminded parents to apply for primary into secondary school places by 31st October.

6. Planning

a) To consider planning application:

Application number	Proposal	Applicant details
21/00612/FUL	Erection of an agricultural building for storage of fodder and machinery	Land At New House Farm, Marsh Lane, Henstridge
RESOLVED: It was proposed and agreed to recommend approval of this application with no objections.		
Action: 041021/1 Parish Clerk		
21/02884/FUL	Erection of a detached dwelling with associated parking, turning area and garden	Land Rear Of The Old Bakery, Ash End, Henstridge,
RESOLVED: It was proposed and agreed to recommend approval of this application with no objections. Andrew McMillan abstained from the vote.		
Action: 041021/2 Parish Clerk		

b) To note the following SSDC planning decisions:

	Application number	Proposal	Applicant details	Decision
a)	21/01863/FUL	Erection of rural workers dwelling.	The Piggery, Marsh Lane, Henstridge, Templecombe, BA8 0TG	Approved
b)	21/01902/COL	Certificate of Lawfulness for the Existing use of land as garden land	Elm Grove, Marsh Lane, Henstridge, Templecombe BA8 0TQ	Approved

Noted.

c) To consider information, plans and proposal received from David Wilson Homes regarding **Land West of Stalbridge Road, Henstridge, Outline Application Ref: 17/03029/OUT** and consider the Parish Council's response:

Cllrs considered the key concerns regarding this development including scale, traffic, parking, highways and congestion. Cllrs stated they would be in favour of a public meeting once the reserved matters application had been submitted to include members of the public. It was agreed the Clerk would draft a response to be circulated and agreed by members via email.

RESOLVED: It was proposed and agreed that a draft response be circulated to members via email for approval prior to submission to David Wilson Homes.

Action: 041021/3 Parish Clerk

John Graham arrived at 7:56pm

7. Council Matters

a) To note resignation of a Parish Councillor and commencement of vacancy procedures: The resignation of Howard Bentley-Marchant was regrettably noted. The Clerk explained the vacancy and co-option process. Should an election not be requested by Friday 8th October, the co-option procedure would commence.

Action: 041021/4 Parish Clerk

b) To consider WI involvement at Oak Vale Wood:

Elspeth Graham commented that the WI taking on work at the wood would not be practical, but they would like to remain involved. Following a visit to the wood with a woodland manager and botanist Elspeth recommended the wood could be improved by the proper clearing of trees and overgrowth, proper planting and ditch improvements via an approved

proposal and management plan resident responsible for overseeing the project. Simon Cullum responded in his capacity as Tree Officer that the woodland is a community amenity with strong local connections and voiced concerns surrounding licencing, skills, qualifications and insurance of those involved in the project. Simon further commented that tree trunks make good habitats and some brambles protect species so the clearing of the woodland should be carefully considered. Simon advised that more active management of the woodland was required and that the management plan be considered by the Open Spaces Committee. Elspeth withdrew her recommendations and it was agreed to pass the item to the Open Spaces Committee.

Action: 041021/5 Parish Clerk

c) To consider the Ecological and Climate Change Challenge and the Parish response: Barry Howlett reported he and the Clerk had attended a Carbon Literacy Course which highlighted the climate crisis. Barry commented that the Parish Council should be taking the situation seriously and produce an action plan and allocate funds for climate projects. Cllrs agreed to add a recurring agenda item to discuss the issue with Andrew McMillan suggesting a report is prepared for the next meeting. The Clerk stated that members of the Council would be meeting with another Parish Council to brainstorm and share ideas. Carolyn Nichols commented that Council should declare and acknowledge the climate emergency with David Nichols providing information about EV charging points for the Village Hall car park. The Clerk reminded members of the litter pick taking place on Saturday 9th October.

RESOLVED: It was proposed and agreed to add the climate challenge as a regular agenda item and acknowledge the climate emergency.

Action: 041021/6 Parish Clerk

d) To note the resignation of the Parish Paths Liaison Officer and consider replacement: Resignation of the Parish Paths Liaison Officer was noted with Simon Cullum requesting that they are written to; to be thanked for their voluntary service. It was agreed to offer the position to a resident who had offered their services with assistance from another resident. It was agreed materials could be stored in the green shed at the recreation ground and the new PPLO be invited to Open Spaces Committee meetings.

RESOLVED: It was proposed and agreed to accept the volunteer's offer of becoming the new PPLO and invite them to attend Open Spaces Committee meetings.

Action: 041021/7 Parish Clerk

e) To consider Highways issues within the Parish and receive an update on the SID project: David Nichols reported that the brackets for the SID would be installed imminently and then the scheme can commence. Adrian Gaymer circulated a Highways document to all Cllrs which was considered in detail; Ken Courtenay commended Adrian for the thorough report. Cllrs agreed that the report, along with a covering letter detailing the agreed compendium of measures, should be sent to relevant interested parties such as SSDC, SCC, David Warburton MP, District and County Cllrs, Avon and Somerset Police.

RESOLVED: It was proposed and agreed to send a covering letter and the report to all interested parties.

Action: 041021/8 Adrian Gaymer and Clerk

f) To consider purchasing some Hedgehog signs for the parish:

RESOLVED: It was proposed and agreed not to purchase Hedgehog signs but to find someone to make them, possibly the school.

Action: 041021/9 Parish Clerk

g) To consider a Christmas Tree at the War Memorial and agree expenditure:

RESOLVED: It was proposed and agreed to purchase two trees, one of the war memorial and another for the centre of the village at a total cost of £250

Action: 041021/10 Barry Howlett

h) To consider funding another Family Fun Day during October half term:

RESOLVED: It was proposed and agreed to fund another Family Fun Day in October half term.

Action: 041021/11 Parish Clerk

i) To consider response to the National Allotments Society regarding Furge Lane Field: Ken Courtenay expressed he was angry with the response received, which the Clerk reiterated, and reminded Cllrs that the Council had applied to the Secretary of State, not the NAS who are only consultees.

RESOLVED: It was proposed and agreed that the Clerk draft a response to be circulated via email and agreed by members before submission.

Action: 041021/12 Parish Clerk

j) To consider response to the Bus Back Better consultation:

RESOLVED: It was proposed and agreed to write to the local MP supporting the report and asking that they take the contents seriously.

Action: 041021/13 Parish Clerk

k) To receive an update from the Queens Platinum Jubilee working party:

Elspeth Graham provided a comprehensive update on the project including information on the official emblem, Wots On article, possible beacon site, Jubilee lunch and WI involvement.

l) To consider working with the Balsam Centre to provide social care support:

RESOLVED: It was proposed and agreed to arrange a tour of the Balsam Centre to see what support can be offered.

Action: 041021/14 Parish Clerk

m) To approve Ranger hours to help put up brackets on houses for Christmas Trees and flagpoles and approve contribution towards cost of brackets:

RESOLVED: It was proposed and agreed to approve Ranger hours for putting up the brackets and an expenditure of £250 towards the brackets was agreed.

Action: 041021/15 Parish Clerk

n) To note circulation of the Young Somerset Youth Club report:

Circulation of the Youth Club report was noted. Simon Cullum queried the attendance figures and it was explained that capacity had been lower in some months due to Covid restrictions.

o) To hear any matters arising from play area, skate park, BMX Pump Track and green gym inspection reports including an update on the new play area installation:

David Nichols reported that a water pipe had been hit under the play area but this had been swiftly repaired. The Clerk confirmed that the new equipment was arriving on Monday 11th October.

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

Allotments – Barry Howlett reported that annual inspections had taken place and relevant letters distributed by the Clerk

VHMC – David Nichols commented that the first working party looking into a new Village Hall had met the previous week.

CSW – Michael Player reported he was now coordinating CSW and that a request for new volunteers had been publicised by the Clerk

Youth – Jane Rose commented she had prepared a report which she would circulate following the meeting.

8. Finance

a) To consider draft 2022/2023 budget:

The draft budget circulated prior to the meeting was considered. Barry Howlett requested that budget lines for climate and allotments projects be added. Michael Player commented that he felt any precept increase be kept to a bare minimum recognising that Henstridge is

not a rich parish and residents faced increases in utilities and council tax. He reminded Cllrs that it is not a Parish Council's responsibility to undertake social work or climate change. Simon Cullum reminded Cllrs of a Parish Council's duties and powers and Jane Rose stated that all may change under the new unitary authority. It was agreed to discuss the budget in further depth at the November meeting.

Action: 041021/16 Parish Clerk

b) To approve the cashbook and bank account reconciliations for the current account and reserves account dated 30th August 2021:

RESOLVED: It was proposed and agreed to approve the bank reconciliations as presented and David Nichols signed as approved.

c) 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	£1,120.20
Staff	Salary	£104.00
Staff	Salary	£58.33
Staff	Clerk September Expenses	£58.40
HMRC	PAYE & NI	£303.10
Plastecowood Ltd	Picnic Tables	£1,962.00
Flagpole Express Ltd	Flagpole	£400.56
David Ogilvie	Play Area Bins	£1,827.60
Viking	Postage Stamps	£53.26
T.J. Young	Machinery Repairs	£99.60
Vale Signs and Print	Signs for Closed Churchyard	£100.00
Steve Burrows Training	Henstridge Family Day	£440.00
Jimmy Flynn Web Services	Annual Website Support	£100.00
Mrs S Latimer	Reimbursement for materials	£28.68
SSDC	Ranger	£346.32
Starboard Systems	Finance Software License Fee	£705.50
Carolyn Nichols	Reimbursement for Open Spaces Supplies	£95.46
SES	CCTV Set Up Fee	£46.20

RESOLVED: It was proposed and agreed to approve the payments as presented and that Ken Courtenay and Barry Howlett would authorise.

9. Date of Next meeting – The date of the next Henstridge Parish Council meeting was confirmed as **Monday 1st November 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 22nd October 2021**.

The meeting closed at 9.28pm



Emma Curtis
Parish Clerk