



HENSTRIDGE PARISH COUNCIL

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Draft Minutes of the meeting of Henstridge Parish Council held on Monday 4th April 2022 at 7.30pm at Henstridge Village Hall

Present: Cllrs - Ken Courtenay (Chair), David Nichols, Carolyn Nichols, Elspeth Graham, Adrian Gaymer, Dennis Finch, Michael Player, Jane Rose and Simon Cullum

Also Present: District and County Cllr William Wallace
District Cllr Sarah Dyke

Clerk: Emma Curtis

There was one member of the public present. **The meeting opened at 7.40pm**

1. **Apologies for Absence:** Received from Cllr Andrew McMillan, Cllr John Graham and District Cllr Hayward Burt
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 7th March 2022:**
RESOLVED: It was proposed by Cllr D Nichols and agreed to approve the minutes of the meeting held on Monday 7th March 2022 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 Action List was noted. The Clerk provided information for Cllrs on the upcoming litter picks and the FOI request with Somerset Highways.

5. Reports

a) **To receive any police matters:** None received

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

County and District Cllr William Wallace: Cllr Wallace stated there was nothing new to report due to the impending elections but provided information about the next Area East meeting taking place on Wednesday 13th April which would consider the Barratt David Wilson Homes Reserved Matters Application 21/03369/REM. Cllr Wallace suggested it would be good for members of the Parish Council to attend if available.

6. Planning

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

Application number	Proposal	Applicant Details
22/00517/COU	The change of use from residential to offices (Retrospective)	Greenbest Ltd, Unit 2 The Marsh Camp Road, Henstridge, BA8 0TF
RESOLVED: It was proposed and agreed to support this application and recommend approval <i>Action: 040422/1 Parish Clerk</i>		
22/00340/COL	Certificate of Lawfulness application for the proposed use of land for siting of 45 static caravans.	Henstridge Sport And Leisure, Marsh Lane, Henstridge, BA8 0TG
RESOLVED: It was proposed and agreed to object to this application and recommend refusal due to overdevelopment and concern about the number of static caravans and lack of sufficient services to the site. It was further noted that this application may be inappropriate use of COL as there has never been static caravans on site <i>Action: 040422/2 Parish Clerk</i>		

b) To note recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
22/00360/HOU	Carry out alterations to dwelling and erection of single storey extension	The Long Barn, Sally Lovells Lane, Henstridge, BA8 0NE	Application Withdrawn
21/03805/FUL	Proposed extension to factory building	2 Barracuda West Industrial Estate, Henstridge, BA8 0TG	Approved

Noted.

c) To receive any updates regarding Reserved Matters Application

21/03369/REM: It was agreed that Cllr Courtenay would attend the Area East Zoom meeting and reiterate submissions made by the Parish Council.

7. Finance

- a) To approve the cashbook and bank account reconciliation for the UTB current and UTB reserves account dated 31st March 2022:
RESOLVED: It was proposed and agreed to approve the bank reconciliations as presented and Cllr D Nichols signed as approved.
- b) To note circulation of the Quarter 4 Budget Report:
Circulation of the Quarter 4 Budget Report was noted. The Clerk commented that the expenditures appeared overinflated due to the play area expenditure.
- c) To consider grant application from PEGs:
RESOLVED: It was proposed and agreed to award the £250 grant on the condition that PEGs had sufficient team members to put up the flags. It was further agreed to add the PEGs to the May meeting and consider its status.
- d) To note that the Local Government 2021/22 National Pay Agreement has been agreed and the Clerk is entitled to salary back pay from 1st April 2021:
The National Pay Agreement and the Clerks back pay was noted.
- e) To resolve that as per section 9.2 of the Clerks Contract of Employment the Clerk will move from salary scale point 20 to 21 within scale LC2 dated from 1st April 2022:
RESOLVED: It was proposed and agreed to approve the Clerks increment rise from 1st April 2022.
- f) 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	£1,361.61
Staff	Salary	£109.10
Staff	Salary	£61.25
Staff	March Expenses	£62.00
HMRC	PAYE & NI	£688.71
SSDC	Ranger Scheme February 2022	£745.92
Mindset Training	Chapter 8 Training	£234.00
Elan City	Spare External Battery Charger for the SID	£139.57
Mrs S Latimer	Jubilee Bunting Material	£12.45

RESOLVED: It was proposed and agreed to approve the payments as presented and that Cllr C Nichols and Cllr Courtenay would authorise. The Clerk stated that there appeared to be an issue with the UTB online banking which was being investigated.

8. Council Matters

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

Cllr E Graham provided members with a written report on planned events for the Queen's Platinum Jubilee. Cllr Graham provided details on the schedule and the formal raising and lowering of flags was considered.

b) To receive an update from the Emergency Plan working party:

Cllr E Graham reported that the working group would be meeting every second month and there was currently no update.

c) To receive an update on EV charging points for the Village Hall Car Park:

Cllr D Nichols reported that the project was progressing but had been delayed by Instavolt due to end of year processes.

d) To receive any updates on the Unitary Authority and LCN's:

Cllr Courtenay stated that the official launch of the Wellbeing Pilot LCN would be on 19th May in Wincanton. Cllr Courtenay reported that he and the Clerk attended regular meetings with the LCN working group.

e) To receive any information regarding upcoming Elections:

The Clerk reminded Cllrs of the timeframes surrounding the elections and reported that the Statement of Persons Nominated would be circulated once received.

f) To approve and resolve to adopt the Policy for Recording of Council Meetings:

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

g) To approve and resolve to adopt the Press and Media Protocols document:

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

h) To resolve to allow Cllr Rose to arrange a meeting with parents and children within the parish to establish requirements for additional Youth Services within the parish and seek further volunteers:

RESOLVED: It was proposed and agreed to allow Cllr Rose to arrange a meeting to establish requirements for additional Youth Services.

Action: 040422/3 Cllr Rose

i) To receive updates on A357 and Highways issues:

Cllr Gaymer reported that the Clerk had submitted a FOI request to SCC Highways for all correspondence relating to Highways matters surrounding the original planning application of the BDWH site and the ongoing Condition 10iii of the appeal for 17/02039/OUT. Cllr Gaymer further stated that he had written to the Appeals Inspectorate who had informed him that he cannot help and referred him back to the district council. Cllr Gaymer referred to an email circulated by the Clerk inviting the Parish Council to a meeting to discuss the safety audit which had been conducted and that he would be happy to attend on behalf of the A357 group. It was felt that the Parish Council needed to see the safety audit prior to attending a meeting. Cllrs discussed the discharge of conditions and the correct s73 procedure. Cllr Gaymer thanked the team involved with the Speed Indicator Device.

RESOLVED: It was proposed and agreed that the Clerk request a copy of the safety audit report prior to agreeing to attend a meeting and that the report would need to be considered by the Council before a meeting takes place.

Action: 040422/4 Parish Clerk

j) To note circulation of correspondence document:

Circulation of the correspondence document was noted. Cllrs welcomed the new document.

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

The Clerk reported that the play house in the new play area had once again been graffitied and that the Ranger had been asked to remove it. Cllr Courtenay stated that the new planting in the recreation ground was pleasing and congratulated the team involved.

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

VHMC: Cllr D Nichols reported that the VHMC were forming a film club, which would be free admission but with a donation expected.

Footpaths: Cllr C Nichols reported that there was a new PPLO who was very active and had been attending OSC meetings.

Youth: Cllr J Rose referred Cllrs to a report she had prepared and stated that Young

Somerset would be withdrawing their Youth Club services from the end of April. Cllr Rose conveyed that she had been looking at alternative providers and was gaining quotes for services which would be presented at the May meeting. Ideas for youth facilities within the parish were considered.

Prior to closure of the meeting Cllr Courtenay thanked Cllrs for their efforts and support over the past few years in office. Cllr D Nichols stated that the Ukrainian flag would shortly be flying from the flagpole.

9. Date of Next meeting – The date of the next Parish Council Meeting was confirmed as **Wednesday 11th May 2022 at 7.30pm**. 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 29th April 2022**.

The meeting closed at 9pm.



Emma Curtis
Parish Clerk