



# HENSTRIDGE PARISH COUNCIL

**Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, SHERBORNE, DT9 5FT

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## AGENDA

**The Annual meeting of Henstridge Parish Council will be held at the Village Hall, Ash Walk, Henstridge on Wednesday 11<sup>th</sup> May 2022 from 7.30pm.**

**All members are summoned to attend.**

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The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion. Please note, any new items raised by the public in this session will not be discussed by the council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

### **ALL MEMBERS MUST SIGN THEIR DECLARATION OF ACCEPTANCE OF OFFICE FORM BEFORE THE MEETING STARTS**

- 1. To elect a Chairman and receive a Declaration of Acceptance of Office.**
- 2. Apologies for Absence.** To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)).
- 3. 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)
- 4. To elect a Vice Chairman and receive a Declaration of Acceptance of Office.**
- 5. To elect a Chairman and members of the Open Spaces Committee and receive Declarations of Acceptance of Office.**
- 6. To review the arrangement that the Finance Committee is made up of the entire council and agree any changes.**
- 7. To review the arrangement that the Planning Committee is made up of the entire council and agree any changes.**
- 8. To elect a member to act as Coordinating Councillor for Personnel and Human Resources.**
- 9. To confirm that the Parish Council meets the eligibility criteria for the General Power of Competence as set out in the Localism Act 2011; namely that it has a qualified Clerk and that at least two thirds of vacancies were filled at the last ordinary election and that the Council adopts the power.**
- 10. To propose representatives of the council to the following:**
  - Allotments
  - Community Speedwatch
  - Henstridge Airfield Consultative Committee
  - Highways/Drains
  - Somerset Association of Local Councils
  - Tree Warden
  - Village Hall Management Committee
  - Yenston and Bowden
  - Youth
  - Climate and Environment

11. To approve as a correct record the minutes of the previous meeting held on Monday 4<sup>th</sup> April 2022. (Local Government Act 1972 Sch 12).

12. To note circulation of the Actions from Meeting list and discuss any matters arising

13. Reports

- a) To receive any Police matters
- b) To receive County and District Councillor reports

14. Planning

a) To consider the following Planning Applications:

Application number	Proposal	Applicant Details
22/00384/ADV	The siting of 3 x double sided non-illuminated signs, fixed in concrete base for mobility	Land on A30, Shaftesbury Road, Henstridge
22/00687/OUT	Erection of 1 No. detached dwelling with some matters reserved except access	Land OS 7515, Whitechurch Lane, Yenston
22/00310/FUL	Erect a two storey extension, carry out internal alterations and change of use to parcel of land from agricultural to residential	Rose Cottage, Southmead Lane, Henstridge
22/00979/S73A	S73A application to remove condition 9 (operating hours) of outline approval 18/00959/OUT for the erection of two storage buildings and associated works, together with the removal of condition 6 (operating hours) of the subsequent S73 approval 20/00429/S73 which allows unit 2 to be used for fertiliser coating	Land Off The Marsh, Camp Road, Henstridge
22/00635/FUL	Conversion of outbuilding to carer's accommodation ancillary to main house	The Long Barn, Blackmoor Lane, Henstridge
22/01029/HOU	Carry out alterations to dwelling and erection of single storey extension (revised application)	The Long Barn, Sally Lovells Lane, Henstridge
22/00966/FUL	Change of use from agricultural to garden land	The Long Barn, Sally Lovells Lane, Henstridge
21/03369/REM (Amended)	Reserved matters application for approval of appearance, landscaping, layout and scale, following outline approval 17/03029/OUT for construction of 130 homes, sustainable drainage infrastructure, open spaces and play areas, internal roads, paths and parking, landscaping and association plant and infrastructure	Land OS 5439, Part Townsend Green Henstridge
22/00968/LBC	Removal of internal wall, lowering of external ground levels, replacement door, and mortar repairs	Monmouth House, Chapel Lane, Yenston

b) To note recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
22/00517/COU	The change of use from residential to offices (Retrospective)	Greenbest Ltd, Unit 2 The Marsh, Camp Road Henstridge	Approved
21/03589/FUL	Erection of a dwellinghouse and garage and construction of access	Land At Lemons Ground, Whitechurch Lane, Yenston	Approved
21/03821/ADV	The display of 10no internally illuminated wall mounted box signs, 2no.non-illuminated freestanding signs and 1no. internally illuminated freestanding sign.	Event Field, The Marsh, Camp Road, Henstridge	Approved

c) To receive any further updates regarding 21/03369/REM and ongoing Highways concerns

## 15. Finance

- a) To review and update if required signatories for the Parish Council bank accounts.
- b) To approve the cashbook and bank account reconciliations dated 30<sup>th</sup> April 2022 as presented for the Current and Reserves accounts
- c) To note receipt of the 2022/23 precept amount of £65,000
- d) To note VAT reclaim of £7339.59
- e) To approve the following accounts for payment to be paid via internet banking and agree two signatories to authorise

Supplier/Contractor	Narrative	Amount
Staff	April Salary	£1,219.93
Staff	April Salary	£109.30
Staff	April Salary	£61.25
Staff	Clerk April Expenses	£55.80
HMRC	PAYE & NI	£298.71
Robin Chapman Ltd	Remedial works at recreation ground	£6,156.00
Carolyn Nichols	Reimbursement for key cutting	£11.90
SALC	Elections Training	£20.00
Henstridge Village Hall	Hall Hire	£40.00
SSDC	Ranger Scheme	£519.48

## 16. Council Matters

- a) To note that all members must complete their Register of Interests Form
- b) To resolve to readopt the Council's Standing Orders
- c) To resolve to readopt the Council's Financial Regulations
- d) To resolve to adopt the new LGA Code of Conduct as presented
- e) To review and readopt the Council's Risk Assessment and Management document.
- f) To note the arrangements for the Annual Parish Meeting
- g) To consider quotations for new Youth Club provider and grant application
- h) To consider final design proposals and suggested lease amendments for six electrical charging points at the Village Hall Car Park
- i) To consider Cllr photos on the Parish Council website and adding an events page
- j) To consider species and location for Jubilee Tree
- k) To consider quotation for mulching at the Recreation Ground
- l) To consider quotation for irrigation system and concrete bases for benches at the Recreation Ground
- m) To consider opening the Village Hall toilets for Recreation Ground users
- n) To consider a erecting a new Parish Council noticeboard
- o) To consider request for a Box Fit class at the Recreation Ground
- p) To note circulation of correspondence document
- q) To hear any matters arising from play area, skate park, BMX Pump Track and green gym inspection reports
- r) To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Other) and provide guidance as appropriate

**17. Date of Next meeting** – The next Parish Council meeting will be held on **Monday 6<sup>th</sup> June 2022**. 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 27<sup>th</sup> May 2022**



**Emma Curtis**  
Parish Clerk