



HENSTRIDGE PARISH COUNCIL

Clerk: Julie Ferguson (Locum), Chilthorne Knapp, Chilthorne Domer, Yeovil BA22 8QZ

Tel: 07783 475200

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www.henstridgeparishcouncil.org.uk

AGENDA

**The Annual meeting of Henstridge Parish Council will be held at the Village Hall (in the Lounge), Ash Walk, Henstridge on Tuesday 2nd May 2023 at 7.00pm.
All Councillors are summoned to attend.**

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 stated in the final item.

- 1. To elect a Chairman.**
- 2. Apologies for absence.**
- 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**
- 5. To approve as a correct record the minutes of the previous meeting held on Tuesday 4th April 2023.**
- 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 discuss any actions and matters arising from the previous minutes.**
 - 4/10/22 – 8g: To inspect Parish tree's in spring. ACTION: Cllrs Steel, Gaymer
 - 4/10/22 – 8b: To investigate VH PV solar panels. ACTION: Cllr Howlett
 - 6/12/22 – 9g: Flooding issues in Oak Vale Wood. ACTION: Cllr Thompson
 - 3/1/23 – 9a: Review VHMC fees. ACTION: Cllrs E Graham, J Graham, Steel, Courtenay
 - 31/1/23 – 8c: To investigate parish communication methods. ACTION: All Cllrs
 - 31/1/23 – 8f: To instruct Symonds & Sampson to prepare a lease. ACTION: Cllr Courtenay
 - 31/1/23 – 8j: To source quotes for VH patio drainage solutions. ACTION: Cllr J Graham
 - 31/1/23 – 8i: To report on clerk recruitment campaign. ACTION: Recruitment panel
 - 7/3/23 – 8f: To obtain 3 quotes for gates and signage in the woods. ACTION: Cllr Thompson
 - 4/4/23 – 8a: To respond to SSSC regarding council owner bins. ACTION: Cllr Steel
- 10. Reports**
 - a) To receive any police matters.
 - b) To receive County and District Councillor reports.

11. Planning



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- a) To hear an update on planning application 22/02240/S73 (Cllr Gaymer)
- b) To consider supporting a Stalbridge Town Council campaign ' Enough is enough' (Cllr Gaymer)
- c) To consider the following Planning Applications:

Application number	Proposal	Applicant Details
23/00727/HOU	Erection of a new dormer to the rear of existing dwelling to allow for the installation of a home lift	Lazy Days Marsh Lane Henstridge Templecombe Somerset BA8 0SF
23/00724/HOU	Erection of a new single storey extension to side of dwelling to form new garage. Internal changes & alterations to existing roof.	Westhaven Whitechurch Lane Yenston Templecombe Somerset BA8 0NJ

- d) To note recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
22/00418/FUL	Change of use from B8 (Storage and Distribution) to commercial land which will include the erection of offices, workshop and storage areas together with parking area and boundary fencing.	Land At Henstridge Airfield East Of The Marsh Camp Road Henstridge Templecombe Somerset BA8 0TN	Application Permitted with Conditions

12. Finance

- a) To note 2023-24 budget spend
- b) To consider a grant request of £6,637 from the Explorers Pre-School. Deferred from previous meeting to allow for additional information to be provided.
- c) To consider a quote totalling £1290 for work in Oak Vale Wood
- d) To consider purchasing a replacement strimmer for the PC groundsman
- e) To note receipt of the precept
- f) To approve the following accounts for payment to be paid via internet banking and agree two signatories to authorise.

Supplier/Contractor	Narrative	Amount
J Ferguson	Locum Fee (April23)	£1650.00
C Steel	Reimburse - Key & Coronation supplies	£41.24 REPORT
C Steel	Reimburse - Coronation supplies	£261.96
TOTAL	May-23	£1691.24

13. Council Matters

- a) To resolve to readopt the Council's Standing Orders
- b) To resolve to readopt the Council's Financial Regulations
- c) To resolve to readopt the Council's Code of Conduct
- d) To review and readopt the Council's Risk Assessment and Management Document
- e) To appoint an LCN representative
- f) To report on the Rail and Trail project in Somerset (Cllr Howlett)
- g) To consider installation of a Parish Council postbox at the Village Hall.
- h) Upcoming Events - To note upcoming events in the parish.
 - 6 May Coronation Day.
 - 7 May Coronation: Big Lunch (to be confirmed)



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- 8 May Coronation: The Big Help Out (to be confirmed)
 - 8 May Coronation Fun Day on Recreation Ground
 - 17 May Annual Parish Meeting
 - Dates to be advised: Cricket matches
 - 23 August Family Fun day on Recreation Ground
- i) To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, other) and provide guidance as appropriate.

14. Date of next meeting – June 2023 (date tbc)

All items for inclusion on the agenda and all items to be listed under issues arising from the previous meetings must be received by the Clerk by 9.00am on Friday 26 May 23.

**Julie Ferguson
Locum Clerk**

24th April 2023