



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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DRAFT

Minutes of the Henstridge Parish Council held at on Tuesday 25 July 2023 at 7.00pm at Henstridge Village Hall.

Present:- Cllrs Veronica Smith (Chair), Ken Courtenay, Barry Howlett, Elspeth Graham, John Graham, Adrian Gaymer, Deborah Petheram, Peter Thompson, Andy Scard, Jane Rose, Tony Cowles, Dennis Finch,

Also Present:- Clerk Ann Lee, Responsible Financial Officer (RFO) Julie Ferguson and 31 members of the public.

Public Open Session:- The Chair welcomed 31 residents of the Parish to the meeting. There was a significant interest in planning matters relating to planning applications 22/02240/S73 and 21/03369/REM.

Residents raised the following concerns:-

- Lack of provision to improve pedestrian safety on the High Street, including a footway.
- No proposals to instate a suitable pathway from Stalbridge to Henstridge,
- No recognition of concerns for risk of collision as the road is not suitable to accommodate volume of increased traffic
- No recognition for previous road traffic incidents; no indication of benefits offered to the Village which doesn't have the infrastructure to accommodate the developments eg paths, cycle routes, playground facilities
- Lack of transparency and no public publication of an adequate safety audit or 106 agreement
- Impractical notion that traffic lights or yellow box hatching are sufficient to improve safety;
- No safety provision for houses immediately opening their doors onto the road
- Work already started with conflict of opinion that this is legal between developers and planners
- Lack of housing need as properties in recent developments in the area remain vacant

19.20 Meeting Opened

1. Apologies for absence.

Apologies were received from Cllr Christine Steel

2. Declarations of interest (Members were 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).

Cllr Barry Howlett expressed an interest in the Explorers Grant and Cllr Adrian Gaymer expressed his interest as a School Governor. No other declarations declared.



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3. To approve as a correct record the minutes of the previous meeting held on Tuesday 22nd June 2023.

RESOLVED To approve as a correct record the minutes of the previous meeting held on Tuesday 22 June 23. Proposed by Cllr E Graham and seconded by Cllr Howlett.

Cllrs unanimously in favour. Minutes signed by the Chair.

4. To discuss any actions and matters arising from the previous minutes.

4/10/22 8g: To inspect Parish trees in spring. ACTION: Cllrs Steel, Gaymer, Thompson **Ongoing**

4/10/22 8b: To investigate Village Hall PV solar panels. ACTION: Cllr Howlett **Ongoing**
Cllr Howlett reported he is in liaison with the Chair of the Village Hall Committee and waiting for a progress report.

6/12/22 9g: Flooding issues in Oak Vale Wood. ACTION: Cllr Thompson **Ongoing** Cllr Thompson reported he is waiting for quotes .

3/1/23 9a: Review VHMC fees. ACTION: Cllrs E Graham, J Graham, Steel, Courtenay **Ongoing**

31/1/23 8c: To investigate parish communication methods. **ACTION: All Cllrs**
Cllrs discussed the importance of communications and of potentially engaging a Communicators Officer to coordinate and liaise with Nextdoor, and other publications, to initiate social media support/management, facilitate public relations, supervise press interest, manage the website, create links to other sites as well as managing the Notice Boards. Cllr Rose indicated the importance of also linking to the new Local Community Network, creating opportunities to meet with residents face to face using word of mouth as another method of awareness - raising and listening to the needs of local people. The Chair invited those present to send recommendations to her. **Ongoing**

RESOLVED: - As agreed at the previous meeting, to fix a post box and attach on the metal posts at the front of the building. **ACTION Cllr Courtenay**

31/1/23 8j: To source quotes for VH patio drainage solutions. **ACTION: Cllr J Graham**
Cllr J Graham explained he is waiting for a quote. **Ongoing**

7/3/23 8f: To obtain 3 quotes for gates and signage in the woods. **ACTION: Cllr Thompson.** Cllr Thompson explained that once the plant vehicles had dug out the ditch in Oak vale Wood he will obtain 3 quotes to augment the gate posts and fencing and put up signage. **Ongoing**

22/6/23 8b: To agree location of new parish bench. **ACTION Cllr Steel Ongoing**

22/6/23 7i: To undertake agreed Oak Vale Wood Parish Bench repair **ACTION: Cllr Steel Ongoing**



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22/6/23 8c: To appoint a Village Hall representative **ACTION Cllr Smith. RESOLVED:** To Appoint Cllr Tony Cowles as a representative on the Village Hall Committee. Proposed by Cllr E Graham and Seconded by Cllr Gaymer. Cllrs unanimously in favour.

5. Reports

- a) To receive any police matters. **None**
- b) To receive County Councillor reports. **None**

6. Planning

- a) To hear an update on planning applications 22/02240/S73 and 21/03369/REM (**Cllr Gaymer**) and to consider if legal or technical advice should be sought by the Council.

22/02240/S73 Cllr Gaymer outlined concerns about the 130 and 52 housing development schemes in the context of the S73 planning application.

The discussion focused on the route for construction traffic and the absence of an adequate Safety Audit of the proposed changes to the High Street as outlined in the S73 application.

Cllrs Gaymer and Courtenay indicated that they do not believe a safety audit was conducted in 2018 for the Appeal hearing re traffic lights which Highways abandoned in May 2022. In August 2022 a yellow boxes scheme was introduced by developers as a possible safety solution. However, the yellow boxes do not create pedestrian safety in the High Street and large vehicles will have great difficulty passing one another. Highways have stated HGVs will straddle the white line and developers have stated it will be tight for lorries to pass.

Cllrs saw the latest available safety audit document, dated February 2023, for the first time two days before the meeting. They collectively concluded that a traffic light scheme or a yellow box system would not resolve vehicle or pedestrian safety concerns. The safety audit presented is technical in nature and is not from an independent provider. It is not considered suitable for the purpose of assessing safety risk for pedestrians. There are 18 requests from the auditors themselves for further information. The auditors noted that dimensions were missing from the report along with kerb and pavement details. The report also indicates that it must be suitable for vehicles with particularly abnormal loads (which it is not) that are expected to use this route. The other limitation to the assessment is that it was only conducted in daylight hours. Cllr Gaymer pointed out that the route is a Trunk Road and all Trunk roads require a Safety Audit.

Cllr Gaymer stated that if the public were considering objecting they might ask if an updated Safety Audit has been completed. Correspondence accompanying the document indicated that there were a couple of elements to resolve, but that these elements have been resolved and the scheme is considered "feasible" by Highways but Cllr Gaymer pointed out that feasibility is nothing to do with safety. The correspondence indicated that once the S73 had been passed there would be a legal document but was waiting for a legal document with detailed technical information. Surely



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this information should be available before the S73 is passed. Parishioners were urged to write and object again if they hadn't objected since February.

Cllr Gaymer explained that if the traffic flow is impeded on the A357, there will be misuse of the back roads, with traffic using the housing estate as a rat run just when children are going to school. Cllr Gaymer stated that Condition 10 of the 2018 Appeal Decision indicated that pedestrian safety in the high street must be a priority.

Cllr Courtenay explained that the S73 application has dropped pedestrian safety in the High Street. No explanations of S73 proposals have been provided and he questioned why the safety audit was to be kept confidential. He stated that the S73 application does not demonstrate that the 2018 Appeal Decision conditions on the safety of road users can be achieved by other means.

Cllr Courtenay stated that it is anticipated that there will be a planning meeting in August or September 2023. Cllr Gaymer suggested the Parish Council needs as many parishioners to attend this committee meeting as possible. Attendance will need to be planned with individuals addressing the committee in a coordinated way, each raising different objections to maximise impact as time to speak will be very restricted.

Cllr E Graham stated that the presented report circulated by the Clerk did not have any reference to collision data. Cllr Gaymer stated he would ask for a transport assessment to prove the layout of the scheme and ask for the data.

Cllr Thompson expressed concern for wild life with this level of growth and the negative impact this would have ecologically.

RESOLVED: To hold a meeting for all residents before the County Council committee meeting (possibly August or September) to co-ordinate response from the Parish. Proposed by Cllr Rose, Seconded by Cllr Scard . Unanimously agreed

RESOLVED: To allow an additional £500 for legal and technical advice to support the PCs objections on behalf of residents in addition to previous allocation of £1000 in previous meeting. Proposed Cllr J Graham by Seconded by Cllr Rose. Cllrs Unanimously agreed.

Cllr Gaymer explained that there had been 75 eloquent objections made by residents of the Parish to the Townsend Farm development (52 dwellings).

He explained that currently Henstridge is considered a rural settlement but with the volume of anticipated houses, it would qualify as a rural centre which is not supported by the Parish Council as there is no infrastructure equivalent to what is expected in a rural centre.



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Discussions covered adverse risk to the ecology yet unresolved, problems associated with a construction route, impact on South Mead Lane, lack of infrastructure; increased flooding risks and adverse reports from the lead Local Flooding Authority requesting further information. Concerns were also expressed about increased pollution. Cllrs reemphasised their concerns regarding the road safety issues and concluded that the objections on the 130 houses apply to the 52 dwellings as well.

Cllrs concluded that the scale of the development and the number of houses proposed are not justified by local need or available infrastructure. Furthermore Cllrs expressed concern that development in progress or approved in Templecombe and Stalbridge will add to an already overloaded local road network along the trunk road.

Cllr Courtenay concluded that there are no apparent measures agreed by Somerset Highways and Planning to ensure safety of traffic including pedestrian, cycle and other road vehicles along the A357 High Street.

There are also reports of environmental ecology issues that have not been resolved as well as adverse reports from the Lead Local Flood Authority that require more information to form an opinion.

RESOLVED: For Cllr Gaymer to speak to Blackmore Vale on-line journalist about the impact /concerns relating the applications 22/02240/S73 and 21/03369/REM Proposed by Cllr Smith, seconded by Cllr Courtenay

b) To consider the following Planning Applications:

Application number	Proposal	Applicant Details
23/01470/OUT	Outline Application with matters reserved save for access, for up to 52 dwellings, with associated access, infrastructure and open space	Townsend Farm, Towns End, Stalbridge Road Allsopp
RESOLVED: To OBJECT to the planning application stating that the development adds unwelcome incremental traffic load through the village along the A357 road with no provision to address safety, ecology concerns, flooding risks and village infrastructure needs and compounds the 22/02240/S73 application.		
22/02240/S73	S73 application to vary Condition 10 point iii (Scheme for pedestrian improvements) of condition 10 approval 17/03029/OUT (Inspectorate ref APP/R3325/W/18/3197690 for the Outline planning application of up to 130 dwellings with public open space, landscaping, 6sustainable drainage system (SuDS) and vehicular access point from Woodhayes Way.	Townsend Green, Woodhayes Way LRM Planning Ltd



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RESOLVED: To OBJECT to the application based on continued failure to provide adequate highway safety which has not been addressed for pedestrians or vehicles as outline in the conditions at appeal.

23/01486/HOU	First floor side extension and new porch.	Mr and Mrs Goddard 1, Bookland Way, Henstridge, BA8 0QR
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RESOLVED : To SUPPORT the application.

c) To note recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
P/OUT/2023/02643	Erect up to 160 No, dwellings, form vehicular access and public open space, 2 hectares of land for a primary school, landscaping and sustainable drainage system (SuDS).	Land North of Station Road Stalbridge	Application permitted with conditions
23/00220/FUL	The erection of new workshop building at J Day Engineering	Land At Bowbridge, The Marsh Camp Road Henstridge Templecombe Somerset BA8 0TF	Application permitted with conditions

RESOLVED: To contact Stalbridge PC to resolve construction traffic issues

7. Finance

To note 2023-24 budget spend to date

Julie Ferguson advised Cllrs that budget spend to the end of June was £18,576.33 (a good position for this period of time year).

a) To approve the cashbook and bank reconciliation to 30 June 2023

RESOLVED: Cash and bank reconciliation indicated that the PC have £607.48 in one account and £145,983 in the other. Bank statements were endorsed by Cllr Howlett.



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HENSTRIDGE PARISH COUNCIL 2023-24					
Receipts and Payments Summary for the year ending 31st March 2024					
	Last Year	This Year	Budget	Remaining £	Remaining %
	2022/23	2023-24	2023-24	2023-24	2023-24
RECEIPTS					
Precept		£ 73,447.00			
Deposit Interest		£ 733.30			
Cemetery Fees		£ 255.00			
Grants		£ -			
Allotment Fees		£ 380.00			
VAT repayment		£ -			
Other refunds		£ -			
Donations		£ -			
TOTAL RECEIPTS	£ -	£ 74,815.30			
PAYMENTS					
Salaries		£ -	£ 17,525.00	£ 17,525.00	100.00%
Admin - General		£ 337.81	£ 2,504.00	£ 2,166.19	86.51%
Admin - Subs		£ -	£ 1,802.00	£ 1,802.00	100.00%
Audit Fees		£ -	£ 750.00	£ 750.00	100.00%
Insurance		£ -	£ 2,000.00	£ 2,000.00	100.00%
Training		£ 130.00	£ 500.00	£ 370.00	74.00%
Locum Fees		£ 5,775.00	£ 5,800.00	£ 25.00	0.43%
Ranger Fees		£ 640.25	£ 6,000.00	£ 5,359.75	89.33%
General maintenance and fuel		£ 448.89	£ 2,600.00	£ 2,151.11	82.74%
Rec Gnd grass cutting		£ -	£ 1,700.00	£ 1,700.00	100.00%
Rec Gnd trees and hedges		£ 607.50	£ 1,000.00	£ 392.50	39.25%
Oak Vale Wood trees		£ -	£ 1,000.00	£ 1,000.00	100.00%
Inspections (all)		£ -	£ 300.00	£ 300.00	100.00%
Parish Bins		£ -	£ 875.00	£ 875.00	100.00%
Parish Noticeboards		£ -	£ 500.00	£ 500.00	100.00%
Furge Lane Field		£ 200.00	£ 250.00	£ 50.00	20.00%
Allotments		£ -	£ 2,500.00	£ 2,500.00	100.00%
Play Days		£ 620.00	£ 1,000.00	£ 380.00	38.00%
Coronation event		£ 463.16	£ 750.00	£ 286.84	38.25%
SW in bloom		£ -	£ 500.00	£ 500.00	100.00%
Grants (other)		£ -	£ 2,000.00	£ 2,000.00	100.00%
Grants (Youth Club)		£ 9,019.00	£ 13,042.00	£ 4,023.00	30.85%
Xmas Trees		£ -	£ 1,500.00	£ 1,500.00	100.00%
GPC		£ -	£ 2,800.00	£ 2,800.00	100.00%
To General Reserves			£ 4,249.00	£ 4,249.00	100.00%
VAT incurred on payments in year		£ 334.72			
TOTAL PAYMENTS	£ -	£ 18,576.33	£ 73,447.00	£ 54,870.67	
Excess of Receipts over Payments	-£ 3,777.28	£ 56,238.97			
plus balances b/fwd	£ 94,129.35	£ 90,352.07			
Balances c/fwd	£ 90,352.07	£ 146,591.04	CHECK - CASHBOOK TOTAL		
Reconciliation with bank accounts - 30 June 2023					
	-	£ 607.48	CHECK - BANK STATEMENT TOTALS		
	-	£ 145,983.56			
Less Outstanding payments	-				
Add Outstanding lodgements	-				
Total balances at bank	-	£ 146,591.04	CHECK - RECONCILIATION		



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- b) To verify that authorised users for Stalbridge Building Supplies account are in place (RFO) **RESOLVED** Cllrs Howlett, J Graham, Steel, Finch & Scard have been added to the Stalbridge Builders Account and all other existing signatories were removed.
- a) To approve the payment schedule for July 2023 for payment to be paid via internet banking and agree two signatories to authorise.

Henstridge Parish Council July 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES & EXPENSES	£1,736.65
2	ANTONY GRAZIANO	GRASS CUTTING	£560.00
3	SOMDOR ENGINEERING	WELDING REPAIRS AT SKATE PARK	£816.00
4	RADMORE AND TUCKER LTD	STRIMMER	£266.00 REPORT
5	ANDREW PARRY	GROUND WORKS TO GOAL POSTS	£60.00
6	SOMERSET COUNCIL	RANGER APRIL 23	£422.51
7	HENSTRIDGE VILLAGE HALL	HIRE FEE 1238 & 1246	£28.00
8	T J YOUNG	REPAIR TO GROUND MOWER BLADE	£105.12
9	TOWN PARISH AUDIT	ANNUAL AUDIT FEE	£225.00
10	BHIB INSURANCE	ANNUAL INSURANCE FEE	£1,324.32
11	J FERGUSON	LOCUM FEE	£825.00
12	J GRAHAM	REIMBURSE KEY CUTTING	£3.50
	TOTAL	JULY 2023	£6,372.10

- b) To authorise payment of the Council's insurance premium [tba] which is due for renewal on or around 12 August 2023.

RESOLVED Proposed Cllr Courtenay, Seconded by Cllr Howlett Unanimous decision

- c) To agree request for Clerk laptop software upgrade, memory and anti-viral support at a cost of c£240 with annual resubscription of £60 (**Cllr Smith**)

RESOLVED: To upgrade memory, Microsoft Office upgrade and antiviral support using Milborne Port Computing. Proposed Cllr Howlett, Seconded by Cllr E Graham Unanimous decision

- d) To discuss the grant request of £5k from the Explorers Preschool. Deferred from previous meeting to allow for additional information to be provided (Cllr Howlett)
Cllr Howlett explained that Explores is a 20 year old self-financing Charity that has experienced fluctuation in numbers of children attending which has impacted on its income coupled with inflation and Government legislation relating to pay requirements for staff. Cllrs discussed the business plan questioning the long term viability of the preschool and the long term ambition for the preschool to be absorbed in strategic educational plans that host the preschools operational space. The importance of its offering to local families was discussed and the fragility of external market forces, competition, local need, the benefit for children transitioning into St Nicholas School was stressed.

RESOLVED: To award a one-off grant of £5000 to Explorers Preschool to enable a break even position for their year-end. Proposer Cllr Smith Seconded Cllr Rose Voting 8 in favour. Proposal carried.



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8. Council Matters

- a) To agree the location of a new parish bench (Cllr Steel) **DEFERRED TO NEXT MEETING**
- b) To discuss progress with agreed Oak Vale Wood Parish bench repair (Cllr Steel) **DEFERRED TO NEXT MEETING**
- c) To appoint a village hall representative (Cllr Smith)
RESOLVED: To Appoint Cllr Tony Cowles as a representative on the Village Hall Committee. Proposed by Cllr E Graham and Seconded by Cllr Gaymer. Cllrs unanimously in favour.
- d) To discuss noise pollution from cars, bikes and the air ambulance (Cllr Smith) **Deferred to next meeting**
- e) To consider a letter from the Parish Council to local businesses asking for support for the Parish Emergency Plan (Cllr Finch)
RESOLVED: To send out eight letters written by Cllr Finch seeking financial support Proposed by Cllr Howlett and seconded by Cllr E Graham Cllrs unanimously in favour. Following on from the letters sent, Cllr Finch will follow up with Somerset Prepared for a matched funding application.
- f) To discuss grant opportunities to support purchase of kit to support Parish Emergency Plan (Cllr Finch) **RESOLVED: Cllr Finch to contact South West Ambulance Services and Somerset Prepared for match funding**
- g) To agree Gryphon pre-season training and contract (Cllr J Graham)
Cllr Graham advised that the changing rooms are set up and practice commenced. It is an open event and advertised with training taking place on Tuesdays and Thursdays with parking at the Ash.
RESOLVED: To agree preseason training and contract signed by Chair (Cllr Smith). Proposed Cllr Smith, seconded Cllr Howlett
- h) To agree the purchase of 8 short gilet style High Visibility vests for litter picking (Cllr Steel) **Deferred to next meeting**
- i) To receive Local Community Network brief and agree Councillor representation at future meetings to ensure continuity (Cllr Rose). Cllr Rose outlined the purpose of the LCN which is in its infancy. Representation and voting powers were discussed. **RESOLVED** To keep to current arrangements and Cllr Courtenay to invite Cllrs to attend with him or in his place depending on agenda set.
- j) To discuss holding Council surgeries on a regular basis in addition to visiting Loose Ends and Warm Room meetings in order to make this service accessible to all parishioners (Cllr Rose) **DEFERRED TO NEXT MEETING Ideas to Cllr Smith**



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- k) To receive a report on Open Spaces and agree recommendations (**Cllr Scard**)
Cllr Scard reported that grass cutting, tidying and provision to significantly improve overall maintenance was now in hand. Scoping of responsibilities has been undertaken and Job descriptions are currently being developed to manage the workload between the Handyman and Ranger with support from Cllrs E Graham, Steel, Scard and Smith. The committee will make recommendations to the PC at the next meeting. **ACTION Cllr Scard, E Graham, Steel, Smith**
- l) To discuss Events within the Parish (**Cllr E Graham**) Cllr E Graham advised there were no changes to current programme. **ACTION Cllr E Graham** to provide update at the next PC meeting
- m) To agree signage for the Boules Court (**Cllr Smith**) **RESOLVED:** To allocate £110 for signage to remind public to “keep off” the court. Proposed by Cllt Howlett and Seconded by Cllr E Graham. Unanimously agreed by Cllrs
- n) To review and agree membership of all roles and responsibilities (**Cllr Courtenay**)
DEFERRED TO NEXT MEETING
- o) To hold a finance meeting (**Cllr Howlett**) **RESOLVED:** Proposed by Cllr Howlett, Seconded by Chair **ACTION** RFO to arrange meeting before 18th August
- p) To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, other) and provide guidance as appropriate. None received.
- q) To agree Parish Meeting dates and Open planning meeting for the year (Cllr Smith)
RESOLVED Schedule of dates unanimously agreed. Clerk to book rooms with Village Hall

Date of next meeting:- **5th September 2023** 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 18 August 2023.

The meeting closed at 21.20

Ann Lee

Clerk