



HENSTRIDGE PARISH COUNCIL

Cllr Ann Lee

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Website: henstridgeparishcouncil.org.uk

Minutes of the Henstridge Parish Council held at the Village Hall (in the Lounge), Ash Walk, Henstridge on Tuesday 7th November 2023 at 7.00pm.

Present: Cllrs Veronica Smith, Elspeth Graham, John Graham, Christine Steel, Peter Thompson, Adrian Gaymer, Ken Courtenay, Deborah Petheram, Dennis Finch, Andy Scard, Tony Coles,

In attendance: Ann Lee Clerk, 6 members of the public, Cllr Nicola Clark

Welcome from the Chair: The Chair welcomed the public and then addressed Cllrs, respectfully reminding Cllrs of the Standing Orders ruling about speaking, clarifying that officially Cllrs may:- speak once in a debate on a motion but refraining from speaking again unless seeking to make an amendment to a motion moved; or to make a point of order; or to give a personal explanation or exercise a right of reply.

Cllr Smith then opened the meeting to members of the public inviting Ashley Shirlin to speak about a proposal to support a Village Fete in 2024 and Susan Latimer to speak about the imminent threat to the 58 Bus service in preparation for Cllrs to consider these matters in sections 8a and 8c respectively.

1. **Apologies for absence:** Barry Howlett, Jane Rose, RFO J Ferguson,

2. **Declarations of interest:** None declared.

3. **To approve as a correct record the minutes of the previous meeting held on October 3 2023.**

RESOLVED to approve as a correct record the minutes of the previous meeting held on the 3 October 2023. **Proposed Cllr Gaymer, Seconded Cllr E Graham, 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 arrange quotes from tree surgeons to take appropriate action on the PC trees including assessment of the crown of the Red Beech tree that is adjacent to the play park and the road. Cllr Gaymer reported that tree surgeon Andrea Maistrello is recommended by the County and costs will not exceed £250. Cllr Gaymer advised the PC that the base of the Beech tree is sitting in overgrown vegetation making it difficult to assess the presence of fungal infections, decay or other relevant features that may account for the poor condition of the crown which suggests risks related to roots and basal problems. **ACTION: Cllr Gaymer to arrange ground cover removal to facilitate inspection and treatment**

4/10/22 8b: To investigate VH PV solar panels.

Cllr Cowles stated that the VH have now taken action and assigned an independent roof company to establish roof load testing before they can proceed to installation. **ACTION: Cllr Coles to keep PC informed of further progress.**



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6/12/22 9g: To review progress to resolve flooding issues in Oak Vale Wood. Cllr Thompson reported that he has a quote which estimates a fee of between £1900 and £2200 from Mr Paul Vincent to clear the ditch and remove the rubble when all the undergrowth has been removed and die back. Cllrs resolved to add £2000 into next year's budget to accommodate the cost. Proposed Cllr Courtenay and Seconded Cllr Smith. **ACTION: RFO to add £2000 to budget for 2024/2025 in anticipation of work**

ACTION: Cllr Thompson to provide a scheme of work in a report for the December PC meeting; arrange for volunteers to clear a path for a mini digger to gain site access, and seek a quote from Mr Padfield.

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

31/1/23 8j: To obtain 3 quotes for VH patio drainage solutions. Cllr J Graham reported that he approached three companies and only one company has visited the site and provided a quote which meets with the architect's recommendations. They report the construction of the patio is poor as it is bedded on crushed scalping and sand preventing movement, puddle build up and fails to drain. To replace the enter patio would be expensive so the contractor will insert an acro drain and pipe into 6 subway grates to protect the building from water ingress. They will also ensure down pipes from the roof to route the water into a soak away which will be 5 1/2 meters away from the building in the grass area near the gate. This will cost £4,800. Work would commence at the end of November or alternatively in February 2024. **Cllr Gaymer proposed the PC accept the quote and proceed with the required work. Seconded by Cllr Scard, Unanimously agreed.**

7/3/23 8f: To obtain 3 quotes for gates & signage in the woods.

Cllr Thompson advised that he is waiting for work in the wood to be completed before he can reinstate signage. **ACTION: Cllr Thompson Ongoing**

5/9/23 8bi To investigate damage to a memorial stone in cemetery and establish cost for repair or replacement ACTION Cllr Scard Ongoing

5/9/23 8bii To arrange notices for the public advising them when work is likely to commence on the Jubilee Border. Cllr Steel reported that Garden Club volunteers have now moved the shrubs back towards the fencing and that Greenways will hopefully commence work in January 2024. Notices will wait until time confirmed. **ACTION Cllr Steel to keep PC informed.**

5/9/23 8biv To receive progress for an extra dog excrement bin for PC cemetery from Somerset Council. Cllr Steel explained that the Unitary Authority will no longer purchase bins for the foreseeable future. It was not clear if they will agree to empty them if the PC purchases them. Suitable bins have been sourced but Cllrs resolved to wait until County responsibility for emptying is verified. **ACTION Cllr Scard and Open**



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Spaces Committee to establish if the Unitary Authority will empty the bins by the December PC meeting.

5/9/23 8e To review the response to concerns raised by residents about military flight paths. Cllr Smith reported that she had contacted Yeovilton Airbase and subsequently received a response from the MOD following the PCs letter of complaint. The MOD responded indicating that their relationship with local communities is important to them, they take them seriously and flights are always carefully considered, and proportionate to those which are critical for military training purposes at day and night in response to national defence requirements. The MOD stated that Henstridge Airfield is listed in the low flying handbook that is not mandated but an advisory warning to military crew. Cllrs concluded this was a civil matter and no further action would be taken by the PC. **ACTION Clerk to invite the Air Ambulance Service to the Open Meeting April 2024 PC Meeting.**

5/9/23 8f To receive warranty and quotes for repair and prepare the budget for the playground, and prepare for budget 24/25. Cllr Finch reported that the warranty for playground equipment is no longer valid. Equipment repair provision is believed to be adequately accommodated for within the draft budget. Cllr J Graham and the Clerk have conducted an operational assessment. **ACTION: Clerk to order 3 fence top replacement covers for the playground perimeter fence and a base plate for one piece of gym equipment.**

5/9/23 8h To hear outcome of letter seeking funding for defibrillators. Cllr Finch reported that two companies have pledged funding. One company has since donated the other needs a letter on headed paper for their auditors that offers confirmation and explanation that funding requested is for the purpose of a community defibrillator. **ACTION The Clerk to draft a letter on behalf of Cllr Finch to thank the company for its donation.**

5/9/23 8i To receive neighbouring parish prices for burial and Internments memorials ACTION Clerk to provide report for December meeting. ONGOING.

3/10/23 9c Cllrs to promote positive PR for Open Spaces progress and Youth work. Cllr Smith thanked everyone for their effort to engage positively with all members of the public and communicating progress with achievements to date.

3/10/23 9d To receive progress on website initiative Cllr E Graham took Cllrs through the proposed content of the website (paper circulated), emphasising the importance of creating a community approach with a new design for functionality that can accommodate the vast amount of content including the PC, Cllrs, activities, events, latest news, transport, contact numbers for services etc. Cllrs commended the progress. Cllr Smith, Cllr E Graham and the Clerk will meet with Jimmy Flynn on the 24th November to explore the feasibility of the proposed changes. Cllr Graham stated that part of the work would include the introduction of photographs of the village that epitomise events, life and scenery in the vicinity. **ACTION Cllr E Graham to feedback**



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progress at the December PC meeting and arrange photo competition with the support of the Clerk.

5. Reports

a) To receive any police matters: None received

b) To receive Unitary Councillor report from Cllr Nicola Clark:

Cllr Clark congratulated Cllrs and the community for the successfully co-ordinated approach adopted to oppose the recent Planning Committee Meeting earlier in the month.

Cllr Clark stated that the Councils financial position was grave and that the Executive would be issuing a statement in the forthcoming week to declare a financial emergency with a 2024/25 calculated deficit of £100m with reserves just under £50m. This will jeopardise the Councils ability to fund services and could lead to s114 order with a declaration of bankruptcy without corrective action. The cost of children's and adult social services has significantly risen with costs rising from an average of £577 per week to £850 a week. This is a 47% increase. There is no support from central government and local authorities have to absorb all these costs. The Council is reviewing all commercial and property assets to attempt to rectify this position. The PC will receive official notification in the coming week.

Cllr Clark stated she is actively involved in the Bus saving campaign and both Cllr Clark and Sarah Dyke will be writing to the CEO of Bus First and Sarah will be writing independently to the Secretary of State to stress the importance of this service for our rural community. **ACTION: Clerk to advise Sue Latimer of Cllr Clarks planned action.**

Before Cllr Clerk left the meeting the Chair and Cllrs proceed to collectively thank her for all recent support and representation especially matters relating to planning and Highways.

6. Planning

a) To hear an update on planning applications

i) 22/02240/S73, 23/01470/OUT and 21/03369/REM (Cllr Gaymer)

Cllrs Gaymer and Courtenay outlined the outcome of the planning application stating it was rejected by the Unitary Planning Authorities full planning meeting on a ratio of 9 to 3. Cllr Gaymer made reference to a letter that the Clerk had received from the developers seeking to hold a consultation workshop at the next PC meeting in December in lieu of their appeal. Cllrs resolved to ask the Clerk to write to the developers on their behalf, refusing a work shop at any future PC meetings, explaining that it will not be possible to have a "workshop" at the next meeting of the Parish Council or future meetings as our PC meetings are open to the public and start with an opportunity for members of the public to address councillors for only 3 minutes, at the Chair's discretion. Cllrs indicated that they were willing to invite the developer to speak for three minutes if he wished. Cllrs ask the Clerk to state that



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Henstridge Parish Council will act as a statutory consultee and give careful consideration to any planning applications that come through the planning authority; consulting with parish residents where necessary, to any proposal that would provide an equivalent level of safety to that envisaged by the planning inspector in his 2018 Appeal Decision, for all users of the A357/High Street, noting that the PC would expect this to come via the Unitary Planning Authority with comments from Highways as the experts. **Cllr Courtenay proposed that the Clerk write to the developer to indicate a work shop or meeting with Cllrs would not be possible and that all planning applications must follow correct processes. Seconded by Cllr Gaymer, Unanimously carried**

ACTION: Clerk to write to the developer on behalf of the PC with this response.

ii) Bio-digester: Cllr Gaymer alerted Cllrs that a bio-digester is being created in Somerset, just South of Wincanton, on the way towards Buckhorn Weston. It will require 50 vehicles a day to provide bio-feed to produce methane gas. Many vehicles will use the A303 to reach the site, but others will journey through Kingston Magna and Buckhorn Weston. This will impact our high street as more tractors will attempt to use the A357, and routes to Stalbridge as well.

Cllr Gaymer proposed that Henstridge PC write to offer support to Buckhorn Weston and Kinston Magna. Proposed Cllr E Graham, Seconded Cllr Petheram. Unanimously carried.

a) To consider the following Planning Applications:

Application number	Proposal	Applicant Details
23/02609/HOU	Proposed Outbuilding 4 Church Farm Cottages, Church Street, Henstridge, Templecombe, BA8 0QE	Mr Andy Brown
Proposal to Support the Application: Proposed by Cllr J Graham Cllr Scard Seconded Cllr Scard Unanimously carried		
23/01609/S73A	Application to vary condition 2 (approved plans) to amend the proposed dwelling reducing the property in scale Land adjoining Keyham Cottage Vale Street, Henstridge, BA80SQ	Mr and Mrs Kearly
Proposal to Support the Application: Proposed Cllr Gaymer Seconded Cllr Courtenay Motion carried 12 in favour		

C) To note recent SSDC Planning Decisions: Cllrs noted all recent decisions. Cllrs Gaymer and Courtenay recognised that the appeal for **23/00319/COL** has been withdrawn by developers but that they have submitted a parallel application for 75 caravans and that those caravans are proposed to provide for permanent residents. **Cllrs Courtenay proposed that Cllrs oppose this application and write to the case officer to object. Seconded by Cllr Gaymer, Unanimously carried**

Signed

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Application number	Proposal	Applicant details	Decision
23/02036/COU	Change of use from animal rescue to equestrian use. Plot 12B Marsh Lane Trading Estate BA8OTG	Mrs Tracey Mogridge	Awaiting decision
23/00319/COL 23/00320/COL	Application for Lawful Development Certificate for 75 touring caravans, course fishing on golf course	Lee Park Estate Ltd	Appeal withdrawn
23/01989/HOU	Proposed alterations and extensions to existing garage at Copse Farm Cottage, Landshire Lane, West Henstridge	Applicant Mr C Cliver Agents TJ Hawkins Architectural Design Consultants	Approved with conditions
23/01822/FUL alternative ref. PP-12304556	Erection of 1 No. self – building dwelling Land Adj. to 2, Yenston Hill, Henstridge, Templecombe	Debbie Warnes The Hollies Cabbage Lane Templecombe	Awaiting decision
23/00289/HOUS E	Two story front extension and new garage, Mulberry House, Landshire lane, West Henstridge, DT102SB	Mr and Mrs Aden and Lauren Ottewill	Awaiting decision
23/01881/REM	Reserved Matters application for approval of appearance, landscaping and scale following outline approval 20/01212/OUT for 1no. detached dwelling house and detached garage. Formation of new access and new detached garage for existing house.	Whitechurch Manor Whitechurch Lane Henstridge	Awaiting decision
23/02151/S73	Removal of visibility requirement S73 application to vary the wording of condition 05 (by removing the visibility requirement) of approval 23/00534/FUL	Land at Chapel Lane Yenston	Awaiting decision
23/02422/TCA	Notification of intent to fell No1 tree within conservation	Oak Tree House, High Street	Awaiting decision

Signed

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area

7. Finance To note 2023-24 budget spend to date. The Clerk reported that the year budget spend to date is favourable against targets.

a) To approve the cashbook and bank reconciliation to 30st September 2023.

The Clerk reported the position for 2023 -24 budget expenditure to 30 Sept was £34,365.21 . Bank reconciliation was £131,408.06. The Instant Access Account had a balance of £1,778.60 in the current account. **The cashbook and bank reconciliation checks were made and considered correct by Cllrs Courtenay and Finch.**

b) To approve the payment schedule for November 2023

To approve the payment schedule for November 2023 To approve the payment schedule for November 2023 **These considered correct by Cllrs Courtenay and Finch.**

Henstridge Parish Council November 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES & EXPENSES OCT23	£2,006.88
2	JIMMY FLYNN	ANNUAL WEB SUPPORT	£100.00
3	HENSTRIDGE VILLAGE HALL	HIRE FEE 1340	£68.00
4	SOMERSET COUNCIL	RANGER SEPT23	£1,056.28
5	SALC	ANNUAL AFFILIATION	£512.04
6	ALPHA SIGNS	BOULES COURT PANELS	£36.00
7	MILBORNE PORT COMPUTERS	LAPTOP MAINTENANCE	£306.97
8	GEOXPHERE LTD	PARISH ONLINE	£60.00
9	TIMEBACK ACCOUNTS	PAYROLL OCT23	£25.50
10	MR T PULLING	GROUND MAINTENANCE (S/O)	£61.25
11	PETER BOND	CHURCHYARD MAINTENANCE	£486.00
	TOTAL	NOVEMBER 2023	£4,718.92

To approve accounts for payment via internet banking **These were considered correct by Cllrs Courtenay and Finch.**

c) To agree the proforma invoice for Christmas Trees (budget £1,500) (Cllr Steel Open Spaces Committee) Approved by Cllr Smith and Seconded by Cllr Steel for submission to the RFO.

d) To agree provision for hedge cutting expenditure recreation ground (Cllr Scard Open Spaces Committee) Cllr Scard reported he is waiting for a response from Paul Porter ACTION Ongoing Cllr Scard

e) To agree the purchase of 3 addition bins for the parish. Cllr J Graham explained that each bin will cost the PC £180 plus VAT. The PC can organise installation. Proposed to purchase Cllr J Graham, Seconded Cllr Scard Unanimously carried

At this point the Chair stopped the meeting as the meeting had exceeded two hours due to disruption externally, she offer Cllrs the option to leave if they wished. All wished to stay.

f) To agree outcome of Financial working Group meeting in October 2023 for budget (Cllr Howlett) In the absence of Cllr Howlett and the RFO, the clerk gave an

Signed

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overview of the draft budget to date. She explained that Cllrs were asked to review the proposals in preparation for the January 24 PC meeting. Cllr Courtenay suggested that in light of the Unitary Authorities current financial position Cllrs should consider setting aside an additional sum in the budget in case of special measures. **Proposal to increase the budget by £5,000 for contingency due to the current Unitary Authorities financial position. Proposed by Cllr Courtenay and Seconded by Cllr Smith and unanimously agreed. ACTION the Clerk to advise the RFO.**

8. Council Matters

a) **Community Fete.** Discuss a suggestion for a Community Fete next year, , Following the address provided in the Open Meeting by Ashley Shirlin Cllrs resolved to support a simple Village fete next year encouraging Mr Shirlin to seek volunteers to coordinate and organise activity, engaging the school, providing music, asking the Church and Youth Worker to be involved and providing for a treasurer to take fiscal responsibility. The PC proposed to support the event to take place on the recreation ground. **Proposed Cllr Gaymer, Seconded Cllr Scard, Unanimously carried**

b) **Concerns relating to anti-social behaviour**

Following reports of anti-social behaviour by a few youth in the parish, a meeting has been held with our PCSO, Mya Greenfield. She has promised more regular patrols in the area and if we find any CCTV footage showing this type of behaviour, she should be contacted and will come and view the footage. If any action is required, she will follow it up. No further action required.

c) **Threat to Community Bus 58 services** Cllrs discussed the threat to the 58 Bus noting the importance of this service to the elderly and those without transport needing to get to work. They commended the work that Sue Lattimer had initiated to support a campaign to promote bus travel. Cllr E Graham advised that such a campaign should focus on engaging residents to use the facilities as the bus needs to demonstrate the use of 117 people using the service on a daily basis to make it viable. That people need to know it currently costs £2 for a single journey until February 2024. Media engagement is required with a report written in WOTs On, the Blackmore Vale, human interest stories, a Change petition instigated on line, and support sought from Cllr Clark and MP Sarah Dyke.

ACTION:

1. Clerk in collaboration with Cllr E Graham on behalf of Sue Latimer to organise 2000 bus time tables to be printed with a strong campaign message for delivery to all households across the Village.

2. Cllr Smith to laminated (in date) bus time tables to be secured at each bus top

3. The bus stops to be repainted Cllr Graham and Scard



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4. Flowers to be placed at each bus stop locating aesthetically enhancing the area Cllr Steel to approach the Gardening group

5. Clerk to send the up to date Bus time table to Jimmy Flynn to post on the PC website

- d) Parish Key Events listing** Cllr E Graham discussed key events highlighted in her report.
- e)** To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, other) Cllrs discussed the Footpath report and received the report echoing complaints received from residents about the condition of styles and bridges. Despite letters to the Unitary Authority and contact with land owners the state of repair has presented the PC with grave concerns about their safety. Cllr Steel proposed that the Open Spaces Committee would look into taking remedial action. **Proposed Cllr Steel Seconded by Cllr Gaymer, unanimously carried.**
- f)** To receive LCN update and appoint another representative. Cllr Courtenay suggested representatives should be agenda dependant. **Proposed by Cllr Smith, seconded by Cllr Gaymer**
- g) Future maintenance of the War Memorial** Cllrs thanked Cllr J Graham for the work he had coordinated to clean the Memorial in time for remembrance Sunday. Tony Coles volunteered to take responsibility for this asset going forward.

The meeting closed at 21.28

5. Date of next meeting – Tuesday 5 December 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 19 November 2023.

All reports for the meeting must be made available to Council Members at least four days prior to the meeting.

Cut off for all payments for all invoices and agenda items must be in before the calling notice for the meeting is posted.

**Ann Lee
November 12 12023**

Signed

Date