



# HENSTRIDGE PARISH COUNCIL

**Clerk:** Ann Lee

**Address:** 3, Sparkford Road, Sparkford, Yeovil, Somerset, BA22 7FA

**Tel:** 07841392242

**e-mail:** [clerk@henstridgeparishcouncil.org.uk](mailto:clerk@henstridgeparishcouncil.org.uk)

**Website:** [henstridgeparishcouncil.org.uk](http://henstridgeparishcouncil.org.uk)

## AGENDA

**A meeting of Henstridge Parish Council will be held at the Village Hall (in the Lounge), Ash Walk, Henstridge on Tuesday 5th December 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, each individual restricted to 3 minutes 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. Apologies for absence.**

**2. 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).

**3. To approve as a correct record the Minutes of the previous meeting held on 7<sup>th</sup> November 2023.**

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

4/10/22 8g: To establish when work will commence to work on trees requiring attention and ground cover clearance around the Beech Tree bank. **ACTION: Cllr Gaymer**

4/10/22 8b: To investigate VH PV solar panels and progress with Village Hall Committee **ACTION: Cllr T Cowles**

6/12/22 9g: Flooding issues in Oak Vale Wood.

i) To add £2000 to budget for 24/25 **ACTION RFO**

ii) To provide a scheme of work in a report for the December PC meeting. **ACTION Cllr Thompson**

iii) To arrange for volunteers to clear a path for a mini digger to gain site access **ACTION Cllr Thompson**

iv) To seek a formal quote from Mr Padfield **ACTION Cllr Thompson**

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

7/3/23 8f: To obtain 3 quotes for gates & signage in Oak Vale Wood. This will be completed when the flooding issue has been resolved. **ACTION Cllr Thompson**

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



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- 5/9/23 8biv To establish if the Council will empty an extra dog excrement bin for the PC cemetery before committing to purchase. **ACTION Cllr Scard and Open Spaces Committee**
- 5/9/23 8e To invite the Air Ambulance to the PC Open Meeting 2<sup>nd</sup> April 2024  
**ACTION Clerk**
- 5/9/23 8h To write draft letter on behalf of Cllr Finch to thank Company for donation of defibrillator **ACTION Clerk and Cllr Finch**
- 5/9/23 8l To receive business case with recommendations for increasing parish prices for burial, Internment, memorials **ACTION Clerk**
- 3/10/23 9d To receive progress on website initiative following meeting with website developer **ACTION Cllr E Graham**
- 7/11/23 5b To receive update on Save the Bus Campaign **ACTION Cllr E Graham (on behalf of Sue Latimer)**
- 7/11/23 6i To write to the developer of 22/02240/S73, 23/01470/OUT and 21/03369/REM indicating a public workshop at a PC meeting or private meeting with Cllrs would not be possible and that all planning applications must follow correct processes. **ACTION Clerk on behalf of PC.**
- 7/11/23 6ii To write to offer support to Buckhorn Weston and Kinston Magna to object to bio-digester and impact of increased traffic using A357 and all other routes to Stalbridge. **ACTION Cllr Gaymer**
- 7/11/23 6c To oppose planning appeal 23/00319/COL and write to case officer  
**ACTION Cllr Courtenay**

## 5. Reports

- To receive any police matters.
- To receive Unitary Councillor report from Cllr Nicola Clark

## 6. Planning

- To hear an update on planning applications 22/02240/S73, 23/01470/OUT and 21/03369/REM **ACTION (Cllr Gaymer)**
- To consider the following Planning Applications:

Application number	Proposal	Applicant Details
23/02883/FUL	Erection of a new office, store and workshop Land at Henstridge Airfield, Landshire Lane Henstridge Dorset, BA8 OTN Comments by 15 <sup>th</sup> December 2023	Mr Neil Budden
23/01609/S73A	Application to vary condition 2 (approved plans) to amend the proposed dwelling reducing the property	Mr and Mrs Kearly



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	in scale in relation to 16//01259/FUL for erection of a new dwelling (Revised scheme) Land adjoining Keyham Cottage Vale Street, Henstridge, BA80SQ Extended for comments until 14 <sup>th</sup> December 2023	
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c) To note recent SSDC Planning Decisions:

<b>Application number</b>	<b>Proposal</b>	<b>Applicant details</b>	<b>Decision</b>
23/02036/COU	Change of use from animal rescue to equestrian use. Plot 12B Marsh Lane Trading Estate BA80TG	Mrs Tracey Mogridge	Approved
23/00319/COL 23/00320/COL	Application for Lawful Development Certificate for 75 touring caravans, coarse fishing on golf course	Lee Park Estate Ltd	Awaiting decision
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/HOUSE	Two story front extension and new garage, Mulberry House, Landshire lane, West Henstridge, DT102SB	Mr and Mrs Aden and Lauren Ottewill	Approved
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 area	Oak Tree House, High Street	Application permitted

## 7. Finance

To note 2023-24 budget spend to date



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a) To approve the cashbook and bank reconciliation to 31st October 2023

<b>HENSTRIDGE PARISH COUNCIL 2023-24</b>						
<b>Receipts and Payments Summary for the year ending 31st March 2024</b>						
	Last Year 2022/23	This Year 2023-24	Budget 2023-24	Remaining £ 2023-24	Remaining % 2023-24	Variance between yrs
<b>RECEIPTS</b>						
Precept		£ 73,447.00				£ 73,447.00
Deposit Interest		£ 1,657.80				£ 1,657.80
Cemetery Fees		£ 2,031.00				£ 2,031.00
Grants		£ -				£ -
Allotment Fees		£ 380.00				£ 380.00
VAT repayment		£ -				£ -
Other refunds		£ -				£ -
Donations		£ 1,000.00				£ 1,000.00
<b>TOTAL RECEIPTS</b>	<b>£ -</b>	<b>£ 78,515.80</b>				<b>£ 78,515.80</b>
<b>PAYMENTS</b>						
Salaries		£ 4,637.82	£ 17,525.00	£ 12,887.18	73.54%	£ 4,637.82
Admin - General		£ 2,049.11	£ 2,504.00	£ 454.89	18.17%	£ 2,049.11
Admin - Subs		£ 35.00	£ 1,802.00	£ 1,767.00	98.06%	£ 35.00
Audit Fees		£ 540.00	£ 750.00	£ 210.00	28.00%	£ 540.00
Insurance		£ 1,416.33	£ 2,000.00	£ 583.67	29.18%	£ 1,416.33
Training		£ 130.00	£ 500.00	£ 370.00	74.00%	£ 130.00
Locum Fees		£ 6,600.00	£ 5,800.00	-£ 800.00	-13.79%	£ 6,600.00
Ranger Fees		£ 2,224.66	£ 6,000.00	£ 3,775.34	62.92%	£ 2,224.66
General maintenance and fuel		£ 3,011.13	£ 2,600.00	-£ 411.13	-15.81%	£ 3,011.13
Rec Gnd grass cutting		£ -	£ 1,700.00	£ 1,700.00	100.00%	£ -
Rec Gnd trees and hedges		£ -	£ 1,000.00	£ 1,000.00	100.00%	£ -
Oak Vale Wood trees		£ 607.50	£ 1,000.00	£ 392.50	39.25%	£ 607.50
Inspections (all)		£ 130.00	£ 300.00	£ 170.00	56.67%	£ 130.00
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%	£ 200.00
Allotments		£ -	£ 2,500.00	£ 2,500.00	100.00%	£ -
Play Days		£ 970.00	£ 1,000.00	£ 30.00	3.00%	£ 970.00
Coronation event		£ 463.16	£ 750.00	£ 286.84	38.25%	£ 463.16
SW in bloom		£ -	£ 500.00	£ 500.00	100.00%	£ -
Grants (other)		£ 5,500.00	£ 2,000.00	-£ 3,500.00	-175.00%	£ 5,500.00
Grants (Youth Club)		£ 9,019.00	£ 13,042.00	£ 4,023.00	30.85%	£ 9,019.00
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		£ 917.84				
<b>TOTAL PAYMENTS</b>	<b>£ -</b>	<b>£ 38,451.55</b>	<b>£ 73,447.00</b>	<b>£ 34,995.45</b>		
Excess of Receipts over Payments	-£ 3,777.28	£ 40,064.25				
plus balances b/fwd	£ 94,129.35	£ 90,352.07				
Balances c/fwd	£ 90,352.07	<b>£ 130,416.32</b>	<b>CHECK - CASHBOOK TOTAL</b>			
<b>Reconciliation with bank accounts - 31 October 2023</b>						
	-	£ 9,008.26	<b>CHECK - BANK STATEMENT TOTALS</b>			
	-	£ 121,408.06				
Less Outstanding payments	-					
Add Outstanding lodgements	-					
Total balances at bank	-	<b>£ 130,416.32</b>	<b>CHECK - RECONCILIATION</b>			



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- b) To approve the payment schedule for November 2023

Henstridge Parish Council December 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES & EXPENSES NOV23	£2,880.18
2	LES PETERS	REIMBURSE FUEL	£7.89
3	SOMERSET COUNCIL	RANGER OCT23	£422.51
4	GRASSROOTS GARDEN CENTRE	CHRISTMAS TREES	£885.25
5	STALBRIDGE BUILDING SUPPLIES	KEY CUTTING	£3.50
6	MR T PULLING	GROUND MAINTENANCE (S/O)	£111.93
7	MR T PULLING	BACKPAY TO 1ST OCT 23	£171.68
	<b>TOTAL</b>	<b>DECEMBER 2023</b>	<b>£4,482.94</b>

- c) To approve accounts for payment via internet banking

## 7. Council Matters

- a) Parish Key Events listing (**Cllr E Graham**)
- b) To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, other) and provide guidance as appropriate. **(All reports must be sent to all Cllrs at least 4 days prior to the meeting, to be included for discussion)**
- c) To receive LCN update and appoint 3 representatives for the LCN (**Cllr Rose**)
- d) To receive a proposal for a Family Day for next year on Wednesday 21st August from 13.00-17.00pm at a cost £520.00 (slight increase from last year to cover new village hall hire fees, along with outside facilities. (**Cllr Smith**))

## 8. Date of next meeting – Tuesday 2 January 2024

**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 December 2023.**