



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

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AGENDA

**A meeting of Henstridge Parish Council will be held at the Village Hall (in the Hall),
Ash Walk, Henstridge on Tuesday 9th January 2024 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 Cllr Peter Thompson

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 5th December 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 provide a scheme of work in a report for the December PC meeting. **ACTION Cllr Thompson**

ii) 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 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**

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**



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3/10/23 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)** Report from Sarah Dyke MP

5. Reports

- a) To receive any police matters.
- b) To receive Unitary Councillor December 2023 report from Cllr Nicola Clark

6. Planning

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

Application number	Proposal	Applicant Details
23/03015/S73	Land Os 5439 Part Townsend Green Henstridge Templecombe	Mr Daniel Barwick

- c) To note recent SSSC Planning Decisions:

Application Number	Proposal	Applicant details	Decision
23/02883/FUL	Erection of a new office, store and workshop Land at Henstridge Airfield, Landshire Lane Henstridge Dorset, BA8 OTN Comments by 15 th December 2023	Mr Neil Budden	Awaiting decision
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
23/01609/S73A	Application to vary condition 2 (approved plans) to amend the proposed dwelling reducing the property in scale in relation to 16//01259/FUL for erection of a new dwelling (Revised scheme)	Mr and Mrs Kearly	Awaiting decision



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	Land adjoining Keyham Cottage Vale Street, Henstridge, BA80SQ Extended for comments until 14 th December 2023		
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	Approved with conditions

7. Finance

To note 2023-24 budget spend to date



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

HENSTRIDGE PARISH COUNCIL 2023-24						
Receipts and Payments Summary for the year ending 31st March 2024						
	Last Year 2022/23	This Year 2023-24	Budget 2023-24	Remaining £ 2023-24	Remaining % 2023-24	Variance between yrs
RECEIPTS						
Precept		£ 73,447.00				£ 73,447.00
Deposit Interest		£ 2,493.77				£ 2,493.77
Cemetery Fees		£ 2,031.00				£ 2,031.00
Grants		£ -				£ -
Allotment Fees		£ 380.00				£ 380.00
VAT repayment		£ -				£ -
Other refunds		£ 306.97				£ 306.97
Donations		£ 1,500.00				£ 1,500.00
TOTAL RECEIPTS	£ -	£ 80,158.74				£ 80,158.74
PAYMENTS						
Salaries		£ 9,122.23	£ 17,525.00	£ 8,402.77	47.95%	£ 9,122.23
Admin - General		£ 2,982.56	£ 2,504.00	-£ 478.56	-19.11%	£ 2,982.56
Admin - Subs		£ 597.04	£ 1,802.00	£ 1,204.96	66.87%	£ 597.04
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		£ 3,456.98	£ 6,000.00	£ 2,543.02	42.38%	£ 3,456.98
General maintenance and fuel		£ 8,687.56	£ 2,600.00	-£ 6,087.56	-234.14%	£ 8,687.56
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		£ 885.25	£ 1,500.00	£ 614.75	40.98%	£ 885.25
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		£ 2,139.79				
TOTAL PAYMENTS	£ -	£ 53,447.40	£ 73,447.00	£ 19,999.60		
Excess of Receipts over Payments	-£ 3,777.28	£ 26,711.34				
plus balances b/fwd	£ 94,129.35	£ 90,352.07				
Balances c/fwd	£ 90,352.07	£ 117,063.41	CHECK - CASHBOOK TOTAL			
Reconciliation with bank accounts - 31 December 2023						
Instant Access	-	£ 116,244.03	CHECK - BANK STATEMENT TOTALS			
Current	-	£ 819.38				
Less Outstanding payments	-					
Add Outstanding lodgements	-					
Total balances at bank	-	£ 117,063.41	CHECK - RECONCILIATION			



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- b) To approve the payment schedule for January 2024 and internet banking payments

Henstridge Parish Council January 24 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES & EXPENSES DEC23	£1,489.67
2	LES PETERS	REIMBURSE FUEL	£15.20
3	HENSTRIDGE VILLAGE HALL	HALL HIRE NOV (1375) & DEC (1403)	£32.00
4	TPGW LTD	GROUNDWORKS @ VH	£5,708.40 REPORT
5	MR T PULLING	GROUND MAINTENANCE	£111.93 S/O
6	TIMEBACK ACCOUNTS	PAYROLL INV 6413	£18.00
	TOTAL	JANUARY 2024	£7,375.20

- c) To approve the 2024/25 Budget
d) To approve annual Precept for 2024/25
e) To receive grant application for £760 for Village Fete in the summer.

8. Council Matters

- a) Parish Key Events **(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 **(Cllr Rose and Courtenay)**
- d) Neighbourhood Watch **(Cllr Smith)**
- e) Christmas Tree planting location **(Open Spaces Committee)**
- f) Adoption of the Code of Conduct 2020 version from Local Government **(Clerk)**
- g) For information: Update on Stoke Services **(Cllr Smith)**

9. Date of next meeting – Tuesday 6 February 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 29 January 2023.