



# HENSTRIDGE PARISH COUNCIL

**Clerk:** Ann Lee

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

**Tel:** 07841392242 **Email:** Clerk@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 9<sup>h</sup> April 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**

**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 5<sup>th</sup> March 2024.**

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

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 **ACTION: Cllr Thompson**  
i) To learn further progress from volunteers to clearing the second half of the path for a mini digger to enable site access.  
ii) To provide two formal quotes by post or email to the Clerk prior meeting.

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 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**

3/10/23 8l To receive business case with recommendations for increasing the Parish Council prices for burial, Interment, memorials. **ACTION: Ongoing Clerk**

3/10/23 9d To receive progress on website initiative following meeting with the website developer. Cllr E Graham reported that a meeting was arranged to discuss the website development requirements. **ACTION: Ongoing Cllr E Graham and the Clerk**



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5/3/24 5a To contact the local constabulary to discuss the timeliness of police reports. **ACTION: Cllr Smith**

5/3/24 5b To contact Cllr Clark to establish impact of cuts to Highways and flood issues from blocked drains and storm cover damage. **ACTION:Clerk**

## 5. Reports

- a) To receive a police report. **None received.**
- b) To receive Unitary Councillor March/April 2024 reports from Cllr Nicola Clark.

## 6. Planning

- a) To hear an update on planning applications 22/02240/S73, 23/01470/OUT and 23/03015/S73 and 21/03369/REM.

**23/03015/S73:** This application has been amended and/or additional information has been received.

**Removal of yellow boxes on High Street (from previously refused 22/02240/S73 scheme) and inclusion of 'priority' signage in their place. Introduction of additional traffic calming measures to Furge Grove and Church Street, and street lighting to footpath link from Church Street to St Nicholas Close".**

**ACTION (Cllr Gaymer and Courtenay)**

- b) To consider the following Planning Applications:

Application number	Proposal	Applicant Details
24/00619/HOU 24/00620/LBC	Erection of a single-storey side extension and porch, with new terraced landscaping scheme. Lea Hill Bowden Henstridge Templecombe Somerset BA8 0PQ	Mr Andrew Tillard
23/02944/FUL	Construct a new steel framed building to provide new offices and storage space for the developers Charleston Bespoke Homes Ltd Land At Henstridge Airfield Landshire Lane Henstridge Dorset BA8 0TN	Adlem
24/00401/LBC 24/00400/FUL	Conversion & Change of Use of Chapel Barn, Coach House & Tack Room to domestic use associated with Monmouth House together with a swimming pool located in the paddock area.  Monmouth House Chapel Lane Yenston Templecombe Somerset BA8 0NH	Mr & Mrs Gardner



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24/00389/LBC	Replacement of 5no. front elevation sash windows and 2no. shopfront bay windows with new hardwood, double glazed windows. The Old Post Office High Street Henstridge Templecombe Somerset BA8 0RA	Mr Andrew Scard
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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>
23/01822/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
23/01881/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

## 7. Finance

- a) To approve financial Summary for 2023-24 End of Year Cashbook/Bank Reconciliation and to note Q4 Budget position



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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
<b>RECEIPTS</b>					
Precept		£ 73,447.00			
Deposit Interest		£ 3,216.17			
Cemetery Fees		£ 3,381.00			
Grants		£ -			
Allotment Fees		£ 380.00			
VAT repayment		£ 2,836.37			
Other refunds		£ 306.97			
Donations		£ 2,905.00			
<b>TOTAL RECEIPTS</b>	<b>£ -</b>	<b>£ 86,472.51</b>			
<b>PAYMENTS</b>					
Salaries		£ 16,951.58	£ 17,525.00	£ 573.42	3.27%
Admin - General		£ 5,013.60	£ 2,504.00	-£ 2,509.60	-100.22%
Admin - Subs		£ 597.04	£ 1,802.00	£ 1,204.96	66.87%
Audit Fees		£ 540.00	£ 750.00	£ 210.00	28.00%
Insurance		£ 1,416.33	£ 2,000.00	£ 583.67	29.18%
Training		£ 130.00	£ 500.00	£ 370.00	74.00%
Locum Fees		£ 6,600.00	£ 5,800.00	-£ 800.00	-13.79%
Ranger Fees		£ 5,393.49	£ 6,000.00	£ 606.51	10.11%
General maintenance and fuel		£ 9,235.67	£ 2,600.00	-£ 6,635.67	-255.22%
Rec Gnd grass cutting		£ 1,739.00	£ 1,700.00	-£ 39.00	-2.29%
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%
Inspections (all)		£ 130.00	£ 300.00	£ 170.00	56.67%
Parish Bins		£ 525.66	£ 875.00	£ 349.34	39.92%
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		£ 1,230.00	£ 1,000.00	£ 230.00	-23.00%
Coronation event		£ 463.16	£ 750.00	£ 286.84	38.25%
SW in bloom		£ 30.00	£ 500.00	£ 470.00	94.00%
Grants (other)		£ 6,260.00	£ 2,000.00	-£ 4,260.00	-213.00%
Grants (Youth Club)		£ 9,019.00	£ 13,042.00	£ 4,023.00	30.85%
Xmas Trees		£ 885.25	£ 1,500.00	£ 614.75	40.98%
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		£ 2,836.37			
<b>TOTAL PAYMENTS</b>	<b>£ -</b>	<b>£ 69,803.65</b>	<b>£ 73,447.00</b>	<b>£ 3,643.35</b>	
Excess of Receipts over Payments	-£ 3,777.28	£ 16,668.86			
plus balances b/fwd	£ 94,129.35	£ 90,352.07			
Balances c/fwd	£ 90,352.07	£ 107,020.93	<b>CHECK - CASHBOOK TOTAL</b>		
<b>Reconciliation with bank accounts - 31 March 2024</b>					
Instant Access	-	£ 99,316.43	<b>CHECK - BANK STATEMENT TOTALS</b>		
Current	-	£ 7,704.50			
Less Outstanding payments	-				
Add Outstanding lodgements	-				
Total balances at bank	-	£ 107,020.93	<b>CHECK - RECONCILIATION</b>		

- b) To approve the payment schedule for April 2024 and internet banking payments and agree Cllr authorising payments.
- c) To receive any further correspondence relating to increased costs for Ranger and consider budget implications.
- d) To approve the following RING FENCED RESERVES, with unspent amounts from previous financial year to be allocated to those reserves as recommended by Finance Working Group :-



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- EMERGENCY PLANNING EQUIPMENT INCLUDING DEFIBRILLATOR
- OPEN SPACES
- ASSET MAINTENANCE
- ALLOTMENTS

Brought forward	Total at 31/3/2023	Budget additions FY2023-24	In year xfer to budget line(-)	Total Reserves at 31/3/2024	NOTES
£90352.07					
<b>PROJECTS WITH RING FENCED RESERVES:</b>					
New Village Hall and Car Park	35000			£35,000.00	
Climate Emergency	10000			£10,000.00	
Defibrillator (NEW)	0	£2,905.00		£2,905.00	From Donations
Open Spaces (NEW)		£470.00		£470.00	
Asset Maintenance (NEW)		£500.00		£500.00	
Allotments (NEW)		£2,500.00		£2,500.00	
Admin - 12 mths running costs held in res	£45,352.07			£55,645.93	Should be 50-75% of running costs
<b>TOTAL RESERVES</b>	<b>£90,352.07</b>	<b>£6,375.00</b>		<b>£107,020.93</b>	

## 8. Council Matters

- Parish Key Events (Cllr E Graham)
- To receive reports from representatives (Dog Warden, VHMC, Footpaths, Tree Warden, CSW, Youth) and provide guidance as appropriate. **(All reports must be sent to all Cllrs at least 4 days prior to the meeting in order to be included for discussion)**
- To receive update on Recreation Ground Maintenance (Cllr J Graham)
- To approve Youth Club proposal for YCSW to work directly with Parish Council (Cllrs Rose & Steel)

## 9. Items for the next meeting (Cllr Smith)

**Date of next meeting – Tuesday 7 May 2024 Annual Parish Council Meeting (AGM)  
 Wednesday 15<sup>th</sup> May 2024 Annual Parish Meeting hoisted by Chair and Clerk  
 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 22 April 2024.**

Ann Lee Parish Clerk 01/04/24