



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

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DRAFT Minutes of the Henstridge Parish Council held at on Tuesday 5th March 2024 at 7.00pm at Henstridge Village Hall (Lounge)

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

In attendance: Clerk Ann Lee, John Smales 2 members of the public.

Public Open Session opened at: 7.00pm

The public engagement: The Dog Warden, Linda Jones, reported an incident in the recreation area where a dog became out of control causing concern for members of the public. She emphasized that she is happy to offer advice to dog owners upon their request. Cllr J Graham reported that a Grounds man had left due to the fear of dogs placing him at risk whilst endeavoring to conduct his duties.

Cllr Thompson expressed concerns about the impact dogs have on disturbing the wildlife within the parish.

Frazer Cooke gave a report about the role of the PPLO - clearing vegetation around styles etc. He explained that a large section of rambler's routes are blocked but that the responsibility lies with the landowners to clear these paths and repair styles. He explained that there are now new procedures for reporting such issues to Somerset Council. An example was cited under the "bridge" which would cost c£2K to clear but would provide a walkway to the north side of the parish but this requires access to private land belonging to the landowner.

Cllr Courtenay reported that he attended the LCN meeting where closing of the recycling centres preoccupied the agenda leaving little time to debate the concerns relating to Rights of Way but he reported that he had raised the points raised from the Open Spaces Meeting and within the letter sent from the Clerk to Eve Wynn. Mr Frazer Cooke confirmed that he will report back to the PC following his meeting with Eve Wynn. The Chair thanked Mr Cooke for all his work to date.

The Public Open Session closed at 7.19pm

1. Apologies for absence: Cllr Nicola Clark

Welcome: The Chair welcomed Mr John Smales who is representing the Parochial Church Council. Mr Smales has no voting rights but will join in discussions relating to parish matters linked to the interests of the PCC.

- 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 Smith, Cllr Howlett, and Cllr Rose** declared an interest in the **Youth Club grant application**.

Signed

Chair

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3. To approve as a correct record the Minutes of the previous meeting held on 6th February 2024. RESOLVED Cllrs approved the minutes **Proposed by Cllr Howlett, seconded by Cllr Smith. Unanimously carried.**

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: Ongoing no further updates Cllr T Cowles**

6/12/22 9g: Flooding issues in Oak Vale Wood **ACTION: Cllr Thompson**
i) To arrange volunteers to clear a path for a mini digger to enable site access, replanting of saplings. **Cllr Thompson** reported that volunteers have completed half of task to create a 2m path for digger access. **ACTION: Cllr Thompson to continue with volunteers to complete the task before the 9th April.**

ii) To provide formal quotes to the Clerk prior to the PC meeting in March from all parties. **ACTION: Cllr Thompson to provide Clerk with two formal quotes for the PC meeting of the 9th April.**

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

7/11/23 5b To receive update the Bus Campaign **ACTION: Cllr E Graham Complete**

6/02/24 8b To write to the County Footpath warden on behalf of the PC expressing concern about the state of the Parish Footpaths **ACTION: Clerk. Complete**

6/02/24 8f To arrange removal of damaged village gateway sign following the recent RTA and seek a crime number for compensation. The Clerk clarified that the PC now has a crime number for this incident. Highways have also

Signed

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been notified and will take responsibility for replacing the gate. **ACTION: Clerk. Complete**

6/02/24 8g To reach local resolution about football complaints and newly appointed fence **ACTION Cllrs Steel and J Graham**. Cllr J Graham explained that the goal posts are being moved 10 meters north. Cllr Steel confirmed that the club have public liability insurance if damage occurs. **Complete**

5. Reports

- a) To receive any police matters. **None received**. Cllrs discussed concerns about reported crimes including fly tipping and vehicle thefts. Cllr Rose stated that it is taking two weeks for a Police response. The Chair will follow this up with the local constabulary opposed to the overstretch PPCO. **ACTION: Cllr Smith**
- b) To receive Unitary Councillor March 2024 report from Cllr Nicola Clark. Cllr Gaymer expressed concern about the cuts suggested in Cllr Clarks report relating to Highways, commenting that road drainage and blocked drains were impacting on flood risks and that preventative action was required by Highways to resolve these issues. **ACTION Clerk to write to Cllr Clark**.
- c) To receive a report from Linda Jones Parish Dog Warden. Received in the open meeting.

6. Planning

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

Cllr Gaymer outlined concerns relating to flooding in Stalbridge road near the location of the new development for 130 houses, flowing into a culvert and beyond to 52 houses and towards the houses in South Mead Lane. He explained that condition 9 from the Appeal Inspector was about flooding. It is clear that this matter needs to be addressed and has remained an issue since 2017. There is nothing in the plans to suggest these matters are being addressed to consider climate change and future initiatives to mitigate flooding concerns. It is not clear if the developers have agreed to a flood plan in their latest application. Highways appear to now be measuring car traffic in the Church Street and Furge Lane.

Cllrs await notification of the Planning Committee and Parishioners will be notified.

Cllr Rose commented that she had a report from the technical coordinator from South Derby on the 20 February 24 with a revised design on a play park and youth facilities of the development relating to reserved matters. **Cllr Rose was requested to forward said report to the Chair / Clerk.**

Signed

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Stalbridge ref APP/D1265/W/23/3333249 planning no P/OUT/2023/02643

Cllrs commented that Henstridge is one mile north of Stalbridge in Somerset acknowledging that both villages have watched an increasing amount of traffic and HGVs especially over recent years while Stalbridge has significantly expanded by several large housing estates, altering the nature of their town.

Discussions focused on the premise that new residents will inevitably drive to work or shop north to the A30 and then on to Sherborne and Yeovil, Wincanton or Gillingham and Shaftesbury. They will be driving through our narrow High St – the A357, the same road that is Stalbridge High Street. We both suffer from traffic problems and gridlock but our High Street is only 13 ft wide in part, making pedestrian and vehicular safety unsafe. Elsewhere on our High Street gridlock occurs often as two lorries have difficulty passing one another. Much of our High Street has no pavement and pedestrian safety is totally lacking.

Cllrs believe that residents from this proposed development in Station Road may consider driving away from Stalbridge towards Priors Down and Gibbs Marsh before reaching the Industrial estates and on to the A30 for Gillingham and Shaftesbury. But this is a narrow country lane with blind corners, frequently liable to flooding and without passing spaces. So new residents will avoid this route. Their alternative is to drive into the centre of Stalbridge which has a small crossroads without sight of oncoming vehicles from the south or north until the driver's vehicle has edged out onto the A357 High Street itself. This is a regular cause for traffic jams already and will only worsen with particular risk for pedestrians. It is a hazardous junction and risk of accidents will significantly increase as Stalbridge alters from a small town to a conurbation.

Once in Stalbridge High Street traffic flow is obstructed by parked cars belonging to shoppers – a policy to slow traffic and help pedestrians cross the road. Gridlock is common with HGVs especially construction lorries driving both North and South. We experience these same lorries in our High St.

Henstridge already has a proposed 130 housing estate and another 52 housing estate both on the Stalbridge side of our rural settlement. A CEMP route for construction traffic for the first estate avoids our High Street, and uses the A30, our Industrial Road and Landshire Lane and this PC would want this to be a condition for this Stalbridge housing estate if it is approved. Our own 130 housing estate, (also a Gladman developed), cannot start to be built until our Appeal Inspector's pedestrian safety conditions have been fully determined and accepted, something that has not been achieved over the past 6 years. Two schemes have been suggested by the developers' traffic specialists but were shown to be totally flawed by County Highways and County Cllrs after objections were made.

There is no local need for more houses, this area has had very many new houses and estates in recent years without any improvement to the infrastructure.

Signed

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Cllrs resolved that Henstridge parish council strongly object to the above planning application's appeal. Proposed by Cllr Gaymer, Seconded by Cllr Courtenay, Unanimously Carried. **ACTION: Objection to both Planning Departments: Somerset and Dorset.**

- b) To hear an update on 23/00319/COL, 23/00320/COL Lawful Development Certificate for 75 touring caravans, course fishing on golf course. **ACTION: (Cllr V Smith).**

Cllr Smith reported that permission had been given for 60 caravans that can be used as main residences, which in effect are 60 new homes. She reported that in 2018 given for 60 touring caravans, in essence caravans that tour. The PC at the time believed that this was for holiday. Cllrs questioned the sites ability to manage water and sewage. The PC objected to this effect, but planning was nevertheless granted. The applicant subsequently applied for a lawful development certificate, and this relates to existing conditions on planning permission. The certificate is used to clarify what permission has been given. It transpires that that the PC are not able to object - the Planning department only let the PC know as a matter of courtesy. The Unitary Authority independently made this decision and consultation is not part of the process.

Cllr Thompson recommended that the PC check if it has retained its membership with CPRE (Campaign for the Protection of Rural England) and consider a judicial review. Cllr Courtney stated that this would be extremely expensive and not affordable. **ACTION: Clerk to check if membership has been paid to CPRE and establish the cost to become a member in time for the April meeting..**

- c) To consider the following Planning Applications:

Application number	Proposal	Applicant Details
23/01609/S73A	To receive a proposal to submit a Breach of Planning to Somerset Council in relation to 16/01259/FUL for erection of a new dwelling (Revised scheme) Land adjoining Keyham Cottage, Vale Street, Henstridge, BA80SQ	Mr and Mrs Kearly Approved with Conditions
Cllr Thompson stated that Cllr Nicola Clerk supports the submission of a Breach of Planning for this application and is waiting for a submission to be put in by this PC. He indicated that if this wood is lost more wildlife will be lost, and that widening of the road will take place. He stated that information had been concealed and is of public interest. Cllrs discussed the information on the portal and the historical information thereby contained. Conditions from the local authority were also discussed and conditions 5 and 8 were noted as discharged and that there was no further case.		

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The proposal to submit a breach of planning for applications 23/01609/s73a and 16/01259/FUL was proposed by Cllr Thompson and Seconded by Cllr Rose. 8 Cllrs objected. The proposal was not carried.

d) To note planning decisions made by County since the last meeting :

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	Approved with Conditions 29 Feb 2024
24/00137/REM	Land Os 7515 Whitechurch Lane Yenston, Templecombe. Reserved atters application to approve appearance, landscaping, layout and scale of approval 22/00687/OUT for the erection of 1 No.detached dwelling.	Lydia Dunne (MSc Urban Planning; MRTPI) Whiteacre Planning Ltd	Approved with Conditions 12 March 2024
23/01822/FUL alternative ref. PP-12304556	Erection of 1 No. self –building dwelling on 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 receive the process for payment approvals, Cllr responsibilities, bank reconciliation, budget papers (In accordance with Standing Orders, Financial Regulations and Staff Contracts) **(RFO)**

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Cllr Smith thanked the RFO for all her work on the new procedure. The RFO explained that those Cllrs with banking authorisation will have seen the payment schedule with accompanying invoices. Salaries are sent out prior to the month's end to ensure compliance with employee contracts and HR policies. The RFO emphasized that the quarterly bank reconciliation should be signed by Cllrs who are not involved in banking authorization processes i.e. NOT on the bank mandate as per the PCs financial regulations. In addition, the payment scheduled is further over signed by the Chair or acting chair when authorizing the minutes.

At each meeting a Cllr with the banking authority will be identified to take responsibility for actioning the payment for the RFO.

- b) To approve the payment schedule for March 2024 and internet banking payments. The following payments were checked by Cllr Courtney and approved for payment.

Henstridge Parish Council March 24 Payment Schedule			
INVOICE	PAYEE	PARTICULARS	AMOUNT
1	FOOT ANSTEY	LEGAL PLANNING ADVICE	£ 1,200.00
2	HENSTRIDGE CRICKET CLUB	ANNUAL GRASS CUTTING	£ 1,700.00
3	SOMERSET COUNCIL	RANGER JANUARY 24	£ 633.77
4	MILBORNE PORT COMPUTERS	LIVEDRIVE BACKUP	£ 48.00
PAYMENTS FOR REPORT			
	STAFF	SALARIES AND EXPENSES	£ 2,196.97 PAID
	MR T PULLING	GROUND MAINTENANCE	£ 111.93 S/O
TOTAL MONTH PAYMENTS		MARCH 2024	£ 5,890.67

Cllrs resolved to approve the payment schedule, standing orders and salary payments. Proposed Cllr Howlett, seconded by Cllr Courtney, unanimously agreed.

Cllr Howlett agreed to process payments on behalf of the PC.

- c) **To receive increased costs for Ranger and consider budget implications.**

The RFO reported that one of the larger Councils has asked the Unitary Authority why costs have doubled, indicating that the hourly rate should be between £33 - £35 per hour opposed to more than £45 per hour. Somerset Landscapes have indicated that they would be happy to provide a quote for this work. They have all the equipment and skills to undertake the work and will not charge time for travel. The RFO will report when further information is provided. She stated that the Contract with the Ranger ends at the end of March 2024. Cllrs are investigating all options.

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The Chair stopped the meeting at 9pm as the meeting had exceeded two hours. Cllrs agreed to stay for a further 15 minutes.

d) To receive a grant application from the Youth Club.

The RFO explained that the PC could not pay the VAT on behalf of the Youth Club.

Cllrs concluded that they required more information to consider the grant

application. **ACTION: Cllr Steel to work with Cllr Rose to investigate the merits of the PC adopting the Youth Club for the next meeting.**

8. Council Matters

The Chair stopped the meeting at 9pm and advised Cllrs that the meeting had over-run and offer councillors the opportunity to stop or continue for a further 20 minutes. Cllrs unanimously agreed to continue.

- a. **Parish Key Events (Cllr E Graham)** Cllr E Graham reported that The Election of the Police and Crime Commissioner for Avon and Somerset will take place on the 2 May 2024.
- b. To receive reports from representatives (Dog Warden, VHMC, Footpaths, Tree Warden, CSW Youth) and provide guidance as appropriate.

CSW Youth Cllr Rose reported that the Youth Southwest team will be attending the Annual Parrish Meeting in May. They are working closely with the Police and the LCN.

Jubilee Border Cllr Steel reported that Greenways will be distributing bark chippings for the border. It will be secured in one single car park space in direct sight of the CCTV camera.

The RFO and Cllr Rose left the meeting at 9.25pm

- c. To receive update on Recreation Ground Maintenance **(Cllr J Graham)**
Cllr J Graham agreed to brief fellow Cllrs by email due to time and left the meeting at 9.30pm.
- d. To receive update on PCC meeting & PC and PCC communication strategy **(Cllr Smith and Cllr Petheram)** Cllr Petheram explained that the strategy is to get the two councils to work closer together to enhance opportunities to support the community across the parish in terms of welfare and changes to the benefice.

Signed

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- e. **To receive update on CCTV issues (Cllr Smith)** Cllr Smith reported that the Clerk now has full access to the CCTV remotely. Cllrs are encouraged to contact the Clerk with a date and time if required. If the Police need to come to view footage the Clerk will advise the Chairman and access will be provided on site.
- f. **To receive notification of Spring Parish Litter Pick (Cllr Finch)** Cllr Finch reported that the Litter Pick will take place on the morning of the **16 March**.
- g. To receive LCN update from meeting on the 22 February **(Cllr Courtenay)**
Cllr Courtenay will circulate the minutes once received.
- h. To agree the priorities for Footpath meeting with Eve Wynn 11 March **(Cllr Courtenay)** **Discussed in the open meeting.**
- i) To agree a date for the Annual Parish meeting **(Cllr Smith) 15 May 2024**
To agree a date for the Annual Parish Council Meeting (known locally as the AGM) **(Cllr Smith) 7 May**

Date of next meeting – Tuesday 9th April 2024 Date change to accommodate Easter

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 28 March 2024.

Ann Lee

Parish Clerk 16 March 24

Signed

Chair

Date