



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

DRAFT Minutes of the Henstridge Parish Council held at on Tuesday 6 February 2024 at 7.00pm at Henstridge Village Hall (Lounge)

Present: Cllr Veronica Smith (Chair), Cllr Ken Courtenay, Cllr John 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

In attendance: Cllr Nicola Clark (8.08pm until 8.18pm) Clerk Ann Lee and 1 member of the public.

Public Open Session opened at: 7.10pm

The public engagement: One resident expressed her interest in a planning decision that was on the agenda for consideration.

The Public Open Session closed at 7.11pm

- 1. Apologies for absence** Cllr Elspeth Graham and Cllr Jane Rose
- 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). **None Declared**
- 3. To approve as a correct record the Minutes of the previous meeting held on 9th January 2024.** Cllr Howlett stated that Finance item e) on page 6 of the minutes should read an increase of **£23** pounds to the precept equating to **0.12%**. **RESOLVED** Cllrs approved the minutes with these changes: **Proposed by Cllr Howlett, seconded by Cllr Smith. Unanimously carried. Amendment countersigned by the Chair.**
- 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 Cllr T Cowles**

6/12/22 9g: Flooding issues in Oak Vale Wood. Cllr Thompson advised Cllrs that he has received two quotes for work. **ACTION:** After discussion the PC concluded that Cllr Thompson needed to:

i) To arrange for volunteers to clear a path for a mini digger to gain site access **ACTION Cllr Thompson** agreed to secure volunteers to clear a track, replanting lifted saplings and to make provision for a mini digger to safely make passage through the wood to minimize costs. Cllr Thompson agreed to advertise using posters inviting volunteers to join him over several weekends during February to undertake the work) To provide a detailed scheme of work outlining what remains to be undertaken after a track has been

Signed

Chair

Date



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

cleared to provide digger access. The quotes received to be available for the PC meeting in March and circulated to Cllrs prior to the meeting via the Clerk.

- 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: Ongoing Cllr Scard and Open Spaces Committee**
- 3/10/23 8I To receive business case with recommendations for increasing parish prices for burial, Internment, memorials **ACTION: Ongoing Clerk**
- 3/10/23 9d To receive progress on website initiative following meeting with website developer **ACTION: Ongoing Cllr E Graham and Clerk**
- 7/11/23 5b To receive update on Save the Bus Campaign **ACTION: Cllr E Graham (on behalf of Sue Latimer)**. Cllr John Graham reported that with the assistance of the Clerk the timetable for the Bus had been placed in the Wot's On magazine. Cllr Smith reported that Sarah Dyke had also organised a petition and had raised the importance of rural transport provision in the House of Commons.

5. Reports

- a) To receive any police matters. **None received**
- b) To receive February 2024 report from Cllr Nicola Clark. Cllr Clark reported that her February report would follow the Councils Executive meeting on the 7 February. At this meeting the Council will outline the way forward financially. She reported that the Council had not been authorised to raise Council tax by 9.9%. Capitalisation by selling assets was now being considered to rectify the deficit but this request had not yet been determined. She stated that the Council tax could not exceed 4.99%. Cllr Clark reminded those present that the full Council meeting takes place on the 20th February and Cllrs can submit questions for the Council to respond to either independently or via her.

Cllr Clark stated that Somerset Bus Partnership had stated that the 58 Bus route was under serious risk of suspension. She stated that no final decision had been made.

Cllr Clark concluded by sharing the news that Somerset has now reached the threshold for flood relief grants from the Government. Therefore, if residents registered that they had been flooded, they will receive direct contact for assistance.

6. Planning

Signed

Chair

Date



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

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	Withdrawn Withdrawn
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
23/01609/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) Land adjoining Keyham Cottage Vale Street, Henstridge, BA80SQ Extended for comments until 14 th December 2023	Mr and Mrs Kearly	Approved with conditions

Cllr Thompson spoke for three minutes expressing his concerns about the woodland and appealing to Cllrs to protect wildlife and the intrinsic benefit this has for residents. He spoke about the history of the application and previous planning permission granted 7 years previously relating to a large scale dwelling. He noted that the recent s73 application was to reduce the size of the property but that the application failed to adequately publicise a consequential reduction in the size of the woodland. He stated that the previous application and this one reduced the woodland on the site by a third. He acknowledged that if fellow Cllrs had appreciated this, they may have reconsidered their approval asking for the woodland to remain untouched. He urged the PC to recognise that because they were not aware of the full facts, they had the opportunity to redress this by raising it as a breach in planning control. Cllr Smith asked Cllr Thompson to refrain from further discussion as he has a recognised interest as a neighbour. After discussion Cllr Clark suggested that the PC could put an enforcement request in. The planning team will then investigate the concerns raised. Cllr Smith subsequently asked Cllr Thompson to submit a proposal in writing as requested at the December meeting in order for the PC to consider if they wished to request an enforcement order. **ACTION:Cllr Thompson**

Signed

Chair

Date



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

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
--------------	--	--	-------------------

- a) To hear an update on planning applications 22/02240/S73, 23/01470/OUT and 21/03369/REM **ACTION (Cllr Gaymer and Courtenay)**. Cllr Gaymer explained that the application was not on Planning Committee Agenda for the 30th January agenda. He stated that the meeting scheduled for the 13 February had been withdrawn. He will update Cllrs if the application is on their meeting on the 27th of February, but the agenda does not get circulated until 5 days beforehand making planning purposes challenging. He reported that the notice will be circulated by the A357 group using social media. Legal advice has been sought and is within the previously agreed amount. Cllr Smith thanked Cllr Gaymer for his attention to this important application.

- 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
Awaiting Planning Committee meeting tbc in February.		
24/00137/REM	Land Os 7515 Whitechurch Lane Yenston Templecombe Reserved Matters 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
Cllrs approved the application Proposed by Cllr Gaymer, Seconded by Cllr J Graham. Unanimously carried		

7. Finance

To note 2023-24 budget spend to date

- a) The cashbook and bank reconciliation for February 2024.
The Clerk stated that the RFO will present the cash book and bank reconciliation at the meeting in March.
- b) To approve the payment schedule for February 2024 and internet banking payments.

Signed

Chair

Date



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

The Clerk presented the schedule of payments and accompanying receipts were given to Cllr Courtenay and Cllr Finch.

Henstridge Parish Council February 24 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES & EXPENSES JAN24	£2,187.75
2	A LEE	REIMBURSE VARIOUS ADMIN	£160.92
3	S DONALD	PLANTING SUPPLIES	£178.89
4	S BURROWS	ANNULA PLAY DAYS DEPOSIT	£260.00
5	MR T PULLING	GROUND MAINTENANCE	£111.93 S/O
6	TIMEBACK ACCOUNTS	PAYROLL INV 6453	£18.00
7	SOUTH WEST IN BLOOM	ENTRY FEE	£30.00
8	HENSTRIDGE VILLAGE FETE	GRANT	£760.00
9	HENSTRIDGE VILLAGE HALL	HALL HIRE FEE - 1427	£36.00
10	SOMERSET COUNCIL	RANGER NOV & DEC & GRIT	£1,808.85
11	STALBRIDGE BUILDING SUPPLIES	POSTBOX FITTINGS	£13.98
12	BIN SHOP	BINS	TBA
	TOTAL	FEBRUARY 2024	£5,566.32

Cllrs further debated the application of prior year underspends and the application of designated funds and reserves. Cllr Howlett stated that reserves would be considered that the meeting in March following discussion with the RFO.

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

8. Council Matters

- Parish Key Events (Cllr E Graham)** In the absence of Cllr E Graham, Cllr Smith indicated that there were no additional events listed since the last meeting.
- To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, Open Spaces)** and provide guidance as appropriate.
Cllrs acknowledged that they had received the minutes of the Open Spaces Committee, Cllr Scard discussed matters resolved and signed a copy of the Open Spaces minutes
Cllr Smith acknowledged receipt of the Youth report and the Footpath report.

ACTION: The Clerk to write to the County Footpath Warden on behalf of the Council expressing concern about the state of the Parish Footpaths.

- To receive LCN update (Cllr Rose and Courtenay)**
Cllr Courtenay reminded Cllrs that he had circulated the minutes of the previous LCN meeting. Given the concerns raised by Frazer Cooke he concluded that this matter could be raised at the LCN meeting. **ACTION:** Cllr Courtenay proposed that the Clerk write to the LCN secretary and ask for Footpath safety and access be included on the next LCN agenda scheduled for the 22 February.

Signed

Chair

Date



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

- d) **To receive a proposal for collaborative working between the Parochial Church Council and the Parish Council for the benefit of the Parish, in particular, for the young and older people (Cllr Smith).**

Cllr Smith indicated that the PCC have a responsibility for the wellbeing of residents of the parish. They would like to work with the PC to help, initially, with the youth and elderly within the parish. They propose to invite a member of the PC to join their PCC meetings and similarly, a member of the PCC to attend PC meetings. Neither parties would have voting powers for either entity. This will help to strategically embrace issues together as they arise as well as enhancing communication, bring renewed energy and commitment, investment and focus on practical projects that add social value. **Cllr Petheram offered to attend PCC meetings if the proposal was carried. Proposed by Cllr Smith, seconded by Cllr Gaymer Unanimously carried.**

Cllrs resolved to support this initiative: Proposed Cllr Courtenay, seconded Cllr Gaymer, Unanimously carried.

- e) **To receive Open Spaces Committee draft minutes (Cllr Andy Scard) Signed by Cllr Scard. Cllrs acknowledged and thanked members of the Committee and the Clerk for all work undertaken to date.**
- f) **To received notification of damage to the village gateway sign at Old Station Gardens (Cllr Finch and Cllr Petheram). Cllr Finch verified that an offending driver had driven off the road, onto the verge and destroyed the village entry sign. ACTION: Clerk to seek an incident number and establish if the cost could be retrieved legally. The last sign cost between £3,000 and £4000.**

Cllr Finch asked the Clerk to contact Highways to remove debris from the verge.
ACTION: Clerk to contact Highways

- g) **Complaint about footballs impacting on the property of a resident. (Cllr Steel) ACTION: Cllr Steel and Graham reported that they are meeting with the Football Club on the 7 February.**

ACTION: Cllr Smith and Cllr J Graham to review newly appointed fence on recreation land.

- h) **To receive plan for the South West in Bloom initiative and approve an application (Cllr Steel) Proposed by Cllr Steel, Seconded by Cllr Smith, unanimously carried.**

Signed

Chair

Date



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

Website: henstridgeparishcouncil.org.uk

9. Date of next meeting – Tuesday 5th March 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 19th February 2024.

The meeting closed at 8.45pm

Ann Lee

Parish Clerk 9 February 2024

Signed

Chair

Date