



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee

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

Tel: 07841392242 **Email:** Clerk@Henstridgeparishcouncil.org.uk

MINUTES

of Henstridge Parish Council held at the Village Hall (in the lounge), Ash Walk, Henstridge on Tuesday 4th June 2024 at 7.00pm.

The Chair welcomed everyone to the meeting and explained that the meeting would commence after there has been an opportunity for members of the electorate of the Parish to speak. She restricted this to 15 minutes in total, offering each individual 3 minutes to address the PC.

Open session opened at 7.00pm. Residents present were seeking information on:

- The progress on objecting to the planning application for Townsend Green
- Support for the Bird in Hand to become a Community Asset.

The session closed at 7.04pm.

- 1. Apologies for absence:** Cllr Nicola Clerk, Jane Rose, John Smales PCC representative, Ann Lee Parish Clerk

Present: Cllr Smith (Chair) Cllr Courtenay, Cllr Gaymer, Cllr Howlett, Cllr Steel, Cllr J Graham, Cllr E Graham, Cllr Finch, Cllr Thompson, Cllr Scard, Cllr Petheram

In attendance: Julie Furgeson RFO and 4 members of the public.

Absent: Cllr Cowles

- 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). **Cllr Smith declared an interest in the Community Asset application for the Bird in Hand as she was assisting in the application process.**
- 3. To APPROVE as a correct record the Minutes of the previous meeting held on 7th May 2024. Approval proposed by Cllr Steel, seconded by Cllr Gaymer, unanimously agreed.** Cllr Howlett abstained as he was not in attendance at the meeting. The minutes were duly signed and dated by Cllr Smith.
- 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. ONGOING	Cllr T Cowles
6/12/22 9g	Flooding issues in Oak Vale Wood 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. ONGOING	Cllr Thompson



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7/3/23 8f:	To obtain 3 quotes for gates & signage in Oak Vale Wood when the flooding issue has been resolved. ONGOING	Cllr Thompson
3/10/23 8l	To receive business case with recommendations for increasing the Parish Council prices for burial, Interment, memorials. 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 has taken place and progress will increase following the Village Fete. ONGOING	Cllr E Graham and Clerk
7/5/24 13k	To receive risk assessment revision Paper for presentation 4 June 2024	Cllr Finch and Clerk

5. Reports

- a) To **RECEIVE** a police report. **None received.** Cllr Smith reported that Cllr Petheram has identified a web site where local data can be extracted. Cllr Smith will pass this to the Clerk to extract the information and circulated to Cllrs for discussion at the next meeting. **ACTION Cllr Smith/Clerk**
- b) To **RECEIVE** the Unitary Councillor May 2024 reports from **Cllr Nicola Clark and Cllr Sarah Dyke.** In Cllr Clarks absence, Cllr Gaymer acknowledged that Cllr Clark was addressing concerns about planning, enforcement queries, drain clearance, potholes, obstructed speed limit signs, and overgrown grass verges. He commented that Cllr Clark is clearly engaged and representing the parish. He expressed concern about drain clearance before the winter, Cllr Courtenay stated that the Unitary Authority are maintaining their obligations. Cllr Howlett concurred and stated that a resident had experienced a blocked drain in Church Lane, reported it and the drain was unblocked within 2 hours. Cllr J Graham emphasised the importance of using the reporting map locator and stated that a drain blocked in Furge Lane was unblocked within 10 minutes of reporting as this alerts the team in real time and the operational team take action.

Cllr Steel proposed that this should be put on our website Cllr Smith agreed to lead on this and brief Cllrs at the next meeting. The RFO reminded Cllrs of "Fix my Street".

Cllr Smith reported that she was pleased to see that following comments in the prior year the housing association in Blackmore Lane had, as requested on cut the lower-level hedging allowing shrubs to flower.

6. Planning

- a) To **RECEIVE** an update on planning applications
Cllr Gaymer reported that application **22/02240/S73 is now closed.**



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Cllr Gaymer explained that **23/01470/OUT** relates to an application opposite the Barratts site which has 52 proposed properties and that Highways have decided that they anticipate 25 vehicles coming out of the development during rush hour periods. Therefore, there is no reason for Highways to object. However, there is concern registered about insufficient information about the risk of flood water management. This application is **ONGOING**.

23/03015/S73 Cllr Gaymer explained that this application referred to last October appeal which was lost in April 2024.

21/03369/REM – Cllr Gaymer explained that this reference related to a variety of reserved matters pertaining to items such as housing style, layout of roads.

24/01183/COL - The Lawful Development Certificate is awaiting decision. ONGOING.

Cllr Gaymer explained that the developers consider that work on the site has commenced despite the application expiry dated the 19th of May 2024. Lawyers for the Unitary Authority are now involved. Cllr Gaymer asked Cllrs to consider if their Lawyers would be as powerful as the KC for Barratt Homes.

Cllr Gaymer proposed that the PC spend up to £3000 to get basic advice or spend an addition £7,000 on a KC opinion. The rationale for this is that the PC would be following the wishes of the residents who want the application to be stopped. It also demonstrates to the planning officers and developers that the PC is willing to spend funds to challenge, He added that there is no liability on costs if the case is lost at this stage. The deadline provided by the Planning Officer is the 15th of July 2024. Cllr Gaymer noted that the Case Officer Catherine Pearce has stated that they cannot start building until Condition 10 is satisfied. However, it is noted that Barratts can still appeal.

Cllr Petheram outline her previously circulated statement. Cllr Courtenay asked if the PC could have a copy of the KCs opinion which is disclosable. Cllr Gaymer stated that he has asked the Clerk to request a copy from Cllr Clark.

Cllr Gaymer proposed that the PC spend up to £10,000 including VAT to secure legal advice as soon as possible. Seconded by Cllr E Graham, unanimously carried.

ACTION Clerk to advise Catherine Pearce we have not able to respond until legal advice is determined.

Cllr Smith reported that a resident in the high street has incurred a fractured femur caused by a speeding vehicle.

- b) To **DISCUSS** the feasibility of a Henstridge bypass and **AGREE** any actions arising **Cllr Gaymer**. Cllr Gaymer reported that interest is being shown but no details on its feasibility at this stage. Cllr Courtenay stated that a more viable



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opinion would be to relieve HGVs from the village by upgrading Landshire Lane in the short term and 20mph limits across the Parish.

c) To **CONSIDER** new Planning Applications: **None received**

d) To **NOTE** recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
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	Approved
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	Awaiting decision
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	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

7. Finance

7.1 To **NOTE** the Annual Internal Audit Report and consider recommendations.
No recommendations received.

7.2 To **APPROVE** AGAR Section 1 – Annual Governance Statement.

The RFO asked Cllrs to determine if the following statements were true:

1. We put in place effective financial management during the year and for the preparation of the accounting statements. (Preparing the accounts in accordance with the PCs financial regulations). **Cllrs unanimously stated YES.**
2. We maintained an adequate system of internal control, including measures designed to protect, prevent and detect fraud and corruption and reviewed its effect. **Cllrs unanimously stated YES.**



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3. We took all reasonable steps to assure ourselves there are no matters of actual potential non – compliance with laws, regulations or proper practices that could have significant financial effects on the abilities of this authority to conduct its business or manage its finances. **Cllrs unanimously stated YES.**
4. We provided proper opportunity during the year for the exercise of lectures rights in accordance with requirements of the council's regulations. **Cllrs unanimously stated YES.**
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including introduction of internal controls and or external insurance cover when required. **Cllrs unanimously stated YES.**
6. We maintained throughout the year an adequate and effective system of internal audit, of accounting records of control systems. **Cllrs unanimously stated YES.**
7. We took appropriate action on all matters raised in reports from internal and external audit. **Cllrs unanimously stated YES.**
8. We considered whether any litigation, liabilities or commitments, events or transactions occurring over, during or after the year-end have a financial impact on this authority and, where appropriate, have included them in the accounting statements. **Cllrs unanimously stated YES.**
9. The RFO stated the authority has no trust funds and are not sole managing Trustees.
The Chair signed the document The RFO then signed the AGAR form and dated it the 4 June 2024.

7.3 To **APPROVE** AGAR Section 2 – Accounting Statements

The RFO reported that all accounts have been through audit and considered good. **The RFO signed the document followed by the Chair**

7.4 To **ANNOUNCE** and **NOTE** the period for the exercise of public rights – Monday 10 June 24 to Friday 19 July 24 and publication on BPC website on the 5th of June 24. **The RFO announced the above dates for the exercise of the public rights. This will be displayed on the website and placed on the Parish Notice Boards**

7.5 To **NOTE** that the financial Cashbook/Bank Reconciliation and Budget position will be presented in July 2024. The RFO reported that the first quarter accounts will be circulated in August and presented in September 2024.

7.6 To **NOTE** receipts for April 2024. The RFO detailed the receipts as listed in the table below.



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Receipts (APRIL24) for REPORT

RECEIVED	PARTICULARS	AMOUNT
SOMERSET COUNCIL	PRECEPT	£ 73,470.00
CEMETERY	VARIOUS	£ 100.00
ALLOTMENTS	RENT	£ 15.00
TOTAL RECEIPTS	APRIL 2024	£ 73,841.98

- 7.7** To **APPROVE** the payment schedule for June 2024. The RFO corrected the figure for the Padlock stating this should read £15.46

JUNE 24 Payment Schedule

INVOICE	PAYEE	PARTICULARS	AMOUNT
1	A R LANDSCAPES	GROUND MAINTENANCE	£ 3,110.00
2	TIMEBACK ACCOUNTS	PAYROLL 6582 & 6616	£ 60.00
3	STALBRIDGE BUILDING SUPPLIES	PADLOCK	£ 2.58
4	HENSTRIDGE VILLAGE HALL	HVH-1530	£ 32.00
5	T J YOUNG	MOWER SERVICE	£ 208.66
PAYMENTS FOR REPORT			
	STAFF	SALARIES AND EXPENSES	£ 2,132.41 PAID
	MR T PULLING	GROUND MAINTENANCE	£ 111.93 S/O
TOTAL MONTH PAYMENTS		JUNE 2024	£ 5,657.58

Cllr Howlett was nominated to authorise the payments at the bank.

8. Council Matters

- a) To **RECEIVE** notification of Parish Key Events (**Cllr E Graham**) Cllr Smith thanked Cllr E Graham for circulating her paper.
- b) To **RECEIVE** Tree Warden, CSW, Youth, LCN reports) and provide guidance as appropriate. **(All reports must be sent to all Cllrs at least 7 days prior to the meeting to be included for discussion) No reports received.**

Cllr Courtney advised those present that the LCN AGM is on the 13 June to consider priorities for the next year. Cllr Smith suggested footpath concerns.

- c) To **AGREE** the safe disposing of accumulated junk stored in the Green Tin Shed located in the recreation area and allocate associate cost (**Cllr J Graham**) **Cllr J Graham is arranging** a Saturday session to remove unwanted and broken furniture and equipment with the support of the Cricket Club, Village Hall and PC between now and November to ensure sufficient space for reasons of safety.
- d) To **APPROVE** the risk register for this fiscal year (**Clerk and Cllr Finch**) Cllr Howlett asked about the reserve policy 25 – 75 % running costs (in relation to reserves). Cllr Courtenay asked about sickness provision being covered by reserves. The RFO agreed to investigate and report back in both cases. **ACTION RFO**
- e) To **RECEIVE** feedback from residents who attended the Annual Parish Meeting held on the 21 May 2024 (**Clerk**). The following feedback was provided by residents who attended the meeting.



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9. A total of 68 people attended the Annual Parish Council meeting in May. During the evening those present were asked to identify issues that they felt should be prioritised by the Parish Council over the forth coming year. Residents achieved this by writing their preferences on paper provided. 49 people responded with 20 key points raised. Some residents gave multiple priorities for consideration. Five merging themes were identified, and these are summarised below:

10.

Theme and percentage in favour of action	Sub-theme	Number of comments
Planning 23.65%	Pursue campaign to ensure pedestrian safety in the high street.	24
	Oppose the Barratt Development	24
Highways 32.02%	Support 20mph speed limit across all routes throughout the Parish.	24
	Re-route HGV vehicles away from the village.	23
	Install pavements along A357 from Stalbridge to Templecombe	15
	Consider traffic calming schemes.	2
	Re-installation of Speed Watch	1
Environmental 20.70%	Proactive flood prevention with monthly drain clearance to avoid flooding.	14
	Concerted effort towards Footpath clearance and initiate a programme of repair for styles.	13
	Initiate a "rail to trail" scheme.	9
	Increase number of waste bins	4
		2



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	Reduce light pollution in trading estate.	
Leisure	Protect /purchase the Bird in Hand and make it a community asset.	13
14.80%	Allotment enhancements including seeding wildflowers around the perimeter.	6
	Promote the advantages of an allotment association.	4
	Hire a skip to allotment and remove accumulating junk/rubbish twice a year.	4
	Move match goal posts	3
	Repair top pitch nets.	1
Youth Work	Increase youth night sessions.	8
8.90%	Build a dedicated Youth Centre	7
	Establish Youth detached scheme	3
		Total responses 203

- I. Cllrs agreed to allocate priorities to respective committees.
- II. Published presenting themes in the minutes, and place on the notice Boards
- III. Publish in WOTs on and seek wider responses from the public for verification purposes. **ACTION Clerk**

a) To **RECEIVE** the minutes of the Open Spaces Committee (**Cllr J Graham**)
The minutes were proposed by Cllr J Graham, seconded by Cllr Steel unanimously.

b) To **APPROVE SUPPORT** for the application for the Bird in Hand to become a Community Asset. (**Cllr Smith**) **Cllr Smith declared her interest,**
The proposal was read out requesting that HPC to confirm their support for the Bird in Hand steering Committee to submit a nomination to Somerset Council to make the Bird in Hand an asset of community value.
Proposed by Cllr Gaymer, seconded by Cllr E Graham, unanimously carried.



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ACTION: Cllr Smith will advise the Bird in Hand Chair.

- c) To **RECEIVE** a copy of the Good Councillor Guide 2024. (Clerk) Cllrs acknowledged receipt of the guide. The Chair encouraged her colleagues to read the document

11. To AGREE items for the next meeting (Cllr Smith)

I.LCN to be allocated on agenda

II.Marked car parking bays at the Village Hall

III.Allotments

The meeting ended at 8.35 pm

Date of next meeting – Tuesday 2 JULY 2024 at 7pm

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 June 2024.

Ann Lee Parish Clerk 8.6.24