

HENSTRIDGE PARISH COUNCIL

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Draft Minutes of a meeting of Henstridge Parish Council held at the Village Hall, Henstridge on Monday 4th July 2016.

Present: David Nichols (Chair), Ken Courtenay, Simon Cullum, Dennis Finch, John Graham, Carolyn Nichols and Jean Oswick.

Clerk: Zöe Godden

Seven members of the public were present at the start of the meeting.

The meeting started at 19:32.

1. Public Participation – Members of the public wished to speak about item 7 and it was agreed to deal with this item after item 4.

2. Apologies for absence.

Apologies had been received from Peter Crocker, Richard Kaskow, Barry Paginton and Sue Place.

RESOLVED: It was proposed and agreed to accept the reasons for absence as reported.

3. Declarations of interest.

Carolyn Nichols and David Nichols declared disclosable pecuniary interests in item 11g and agreed not to vote on this matter.

4. To approve as a correct record the minutes of the previous meeting held on 20/06/16.

RESOLVED: It was proposed and agreed to approve the minutes as presented.

7. To hear a request from local residents for support with their opposition to a recently approved PAMB application for a dwelling in Plott Lane and decide any further action to be taken.

19:35 - The meeting was opened for public comment.

19:50 – Public participation was brought to a close.

Having listened to members of the public, it was **RESOLVED** that the Clerk should write to South Somerset District Council to say that, had it been consulted, the Council would have had comments to make about this application in terms of meeting the criteria of Part Q of the Town and Country Planning (General Permitted Development) (England) Order 2015. The Council believes that the site had not been used solely for agricultural purposes for the specified time period as at 20th March 2013. The Council further wished to challenge the practice of not notifying Parish Councils about PAMB applications in the same way as other application and felt that Parish Council should be informed directly in the future when these applications were submitted.

Action 160704/01: Parish Clerk

5. To consider the following planning applications:

	Application number	Proposal	Applicant details
a)	16/02389/FUL	Resite garage, demolish existing single storey extension and loft conversion.	Mr & Mrs A Ottiwell, Copse House Cottage, Landshire Lane (West), Henstridge. DT10 2SB
RESOLVED: It was proposed and unanimously agreed to support this application.			
b)	16/02415/FUL	Inclusion of 2No external windows at first floor level in the existing aircraft hangar accommodated by Air Ambulance and a small external canopy to the side elevation to provide winter weather protection for the rapid response vehicle.	Mr Bill Sivewright, Dorset and Somerset Air Ambulance, The Marsh, Camp Road, Henstridge
RESOLVED: It was proposed and unanimously agreed to support this application.			

6. Recent SSDC Area East planning decisions:

	Application number	Proposal	Applicant details	Current status
a)	15/04591/S73A	S73 application to amend Condition 3 of planning permission 14/03850/FUL to substitute plans and allow the first floor extension to be rendered	Mrs Oonagh Langrishe, Orchard View, Blackmoor Lane, Henstridge. BA8 0SW	Granted
b)	16/01350/FUL	A two-storey barn conversion.	Mr John Allen, Court Farm, Whitechurch Lane, Henstridge. BA8 0PA	Granted with conditions
The Clerk was instructed to write to SSDC to ask if the public right of way on this site will be either reinstated or officially redirected, as per the Council's original comments.				
Action 160704/02: Parish Clerk				
c)	16/01742/FUL	Erection of a warehouse, security fence and use of land for storage.	Mr T LeMesurier, Land at Henstridge Airfield, The Marsh, Camp Road, Henstridge.	Withdrawn
d)	16/01873/FUL	Siting of temporary mobile home and attached porch for the duration of work relating to adjacent barn conversion.	Mr Matthew Homewood, Home Farm, Whitechurch Lane, Yenston. BA8 0NJ	Granted with conditions

7. Other Planning matters

To hear a request from local residents for support with their opposition to a recently approved PAMB application for a dwelling in Plott Lane and decide any further action to be taken.

This matter was dealt with after item 4 above.

8. Matters deferred and arising from previous meetings:

To hear an update on the Stalbridge Road footway scheme; to decide any further action to be taken.

David Nichols reported that he would be speaking to his contact at SSE after he returns from leave in three weeks.

It was **agreed** that the Clerk should arrange to visit Mrs Nardell again and that Carolyn Nichols would accompany her.

Action 160704/03: Parish Clerk & CN

9. Correspondence

a)	12/06/16	Ms Latimer and Ms Elliott, Henstridge	Emails expressing disappointment at the lack of any Parish Council driven celebrations for the Queen's 90 th Birthday; to agree any further action to be taken.
The Clerk was instructed to write to the two parishioners to reiterate the fact that any interest in this matter in the wider community was not brought to the attention of the Parish Council and to list the other events and causes that the Parish Council has supported this year. Action 160704/04: Parish Clerk			
b)	20/06/16	Bridget Hallett	Request for Parish Council to take part in the Space Jostle; to decide further action to be taken
RESOLVED: It was proposed and agreed to give a grant of £100 to the Space Jostle. Action 160704/05: Parish Clerk			
c)	20/06/16	Somerset County Council	Invitation to complete a survey on the County Council's priorities and other key issues; to agree a member(s) to complete the survey.
It was agreed that Dennis Finch would complete the survey on the Council's behalf. Action 160704/06: DF			
d)	23/06/16	Henstridge Youth Club	Invitation to a barbeque and rounders game on Wednesday 10 th August, organised to thank groups who have supported the club financially; to agree members to attend.
Dennis Finch, Carolyn Nichols, Jean Oswick and the Clerk agreed to attend.			
e)	24/06/16	Leisa Kelly, Housing Development Officer (Rural), South Somerset District Council	Invitation to comment on the draft updated Rural Housing Action Plan 2016-18; to agree any comments the council wishes to make and nominate a member(s) to respond.
The Council had no comments to make.			
f)	29/06/16	Trudi Grant, Director of Public Health, Somerset County Council	Notification that the Joint Strategic Needs Assessment for Somerset has been published.
Noted. The Clerk was instructed to forward this information to Councillors by email. Action 160704/07: Parish Clerk			

10. Council Matters

a. To receive a visit/report from a local police representative.

No Police representative attended the meeting.

b. To receive reports from District and County Councillors.

The District and County Councillors did not attend the meeting.

c. To agree to start the co-option process for the one vacant position on the Parish Council.

It was **agreed** that the Clerk should begin the co-option process.

Action 160704/08: Parish Clerk

d. To hear information about Resilience Planning activity taking place in Henstridge and to agree to put together a business case to access free equipment from Somerset County Council; to agree a member(s) to take the lead and decide further action to be taken.

The Clerk tabled her report on this matter.

RESOLVED: It was proposed and agreed that the Clerk should put together a business case to access resilience equipment and to find out what kind of storage shed would be provided.

Action 160704/09: Parish Clerk

- e. To note that the Clerk has received advice from SALC regarding renewal of the trust deed and lease for the Village Hall and to agree further action.

RESOLVED: It was proposed and agreed that the Clerk should contact the Council's solicitor to start the process of renewing the trust deed and lease for the Village Hall.
Action 160704/10: Parish Clerk

- f. To hear a request from Steve Burrows to run a Family Activities day at the Recreation Ground on 27th July and to decide if this event can go ahead; to discuss a request for £425 to fund this event and agree an amount to award.

RESOLVED: It was proposed and agreed to allow the event to take place on the Recreation Ground and to award £400 as a grant, as this was the amount remaining in the Youth Activities budget.

Action 160704/11: Parish Clerk

- g. To discuss repairs and upgrades to the CCTV system at the Village Hall at the request of the Vice-chair of the Village Hall Management Committee and to agree further action to be taken.

RESOLVED: It was proposed and agreed not to contribute financially to the repairs and upgrades to the CCTV system because verified accounts had not yet been forwarded to the Parish Council and it was felt that the Village Hall Management Committee lacked a forward cash plan, meaning that an adequate case for the release of Parish Council funds had not been made.

- h. To agree an addition to section 19 of the Standing Orders as follows:
19 f) Where the value of a contract is likely to exceed £138,893 (or other threshold specified by the Office of Government Commerce from time to time) the council must consider whether the Public Contracts Regulations 2006 (SI No. 5, as amended) and the Utilities Contracts Regulations 2006 (SI No. 6, as amended) apply to the contract and, if either of those Regulations apply, the council must comply with EU procurement rules.

Dennis Finch informed members that the statutory instruments and associated figures had changed in this section of the Standing Orders. The Clerk was instructed to amend this section as appropriate.

Action 160704/12: Parish Clerk

- i. To discuss any outstanding highways issues or highways matters which councillors wish to raise and agree any actions arising.

The Clerk was asked to report that cars parking on the pavement outside houses on A30 (near traffic lights) are causing pedestrians to walk in the road.

Action 160704/13: Parish Clerk

Simon Cullum reported that he had spoken to a telecoms engineer in the street who had told him that the drains in Blackmoor Lane are too blocked to accommodate fibre-optic cables for broadband. The Clerk was instructed to write to Connecting Devon and Somerset to ask for clarification.

Action 160704/14: Parish Clerk

- j. To hear any matters arising from playground inspection reports.

The Clerk reported that the wet pour surfacing around the see saw had been repaired.

- k. To receive reports from representatives (VHMC, Footpaths, Tree Warden, Other) and provide guidance as appropriate

Community Speedwatch – Michael Player reported that 10 volunteers, including himself, had attended a CSW meeting at St Nicholas Primary School on the evening of 29th June. The Area Speedwatch Co-ordinator gave a presentation. Michael will be the CSW Co-ordinator for Henstridge and a Communicator had also been nominated. The next step was for suitable sites to be identified by the Regional CSW Co-ordinator, followed by training for the volunteers. Michael said he planned to start off doing two hours per month and would increase this over time if possible.

11. Finance

- a. **To note that the broadband provider for the Village Hall has been changed to bOnline and that the new monthly cost will be £17.27.**

Noted. The Clerk confirmed that a new router would be received and that she would install it.

- b. **To discuss the matter of work place pension provision; to decide if the council should choose to set up its own pension scheme and to choose from three providers or to decide to use Tailored Auto Enrolment at a cost of £199 to set up the pension scheme on the Council's behalf.**

RESOLVED: It was proposed and agreed to choose the NEST pension and to review pension arrangements for staff annually to ensure the best provision for staff and the Council was in place.

- c. **To choose from three quotes for Parish Council insurance.**

RESOLVED: It was proposed and agreed to accept the one year quote from Hiscox Insurance and not to enter into a three year agreement. All in favour except Simon Cullum, who abstained from voting.

- d. **To agree that cheques for August salaries can be signed before the next meeting in September.**

RESOLVED: It was proposed and agreed that cheques for the August salaries could be signed before the next meeting in September.

- e. **To note the quarterly budget summary.**

Noted.

- f. **To approve the cashbook and bank account reconciliation for June 2016 as presented.**

RESOLVED: The Cash Book and Bank Reconciliation for June 2016 as verified by Dennis Finch were approved and signed by the Chair.

- g. **To approve the following accounts for payment and two signatories for cheques:-**

Minute ref	Name	Detail	Amount
	Plusnet	Village Hall broadband	£34.20
8a) 05/10/15	The Consortium	Rounders set for Youth Club	£63.59
	David Nichols	Mileage Nov 15 to May 16	£142.20
	Ring Street Filling Station	Fuel for mowers	£24.29
	Stalbridge Building Supplies	Hazard tape x 2	£17.49
	Viridor	2 x cemetery skip collections	£178.20
6a) 21/03/16 (OS)	Stalbridge Timber Supplies Limited	Timber, nails etc for use by PPLO for	£175.61

		repairs	
7b) 25/04/16 (OS)	Glendale Grounds Management Limited	Weed killing at Recreation Ground	£476.45
11e) 06/06/16	Somerset Rural Youth Project	Grant towards Youth Day (16 Aug 2016)	£100.00
8f) 20/06/16 (OS)	Outdoor Play Southwest	Repair to wetpour in play area	£234.00
	Staff	Salaries June 2016	£1,096.04
	Staff	Expenses June 2016	£109.27
	HMRC	Tax & NICs June 2016	£149.96

Due to the DPI declared at item 3, David Nichols and Carolyn Nichols took no part in the discussion or voting. Simon Cullum took the chair for this item.

All the cheque values were verified against the invoices presented by Michael Player and the invoices signed as a correct match.

RESOLVED: The above accounts were approved for payment and Jean Oswick and Dennis Finch agreed as signatories.

12. Date of Next meeting –The next Parish Council meeting will be held on **Monday 5th September 2016**. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk by **9.00am on Thursday 25th August.**

The meeting ended at 21:09.



**Zoe Godden
Parish Clerk**