

STOKE SUB HAMDON PARISH COUNCIL

MRS. SARAH MOORE, PARISH CLERK. 24 High Street, Stoke sub Hamdon, Somerset TA14 6PS
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MINUTES OF MONTHLY MEETING HELD ON WEDNESDAY 4TH DECEMBER 2019 IN THE MEMORIAL HALL

19/170/a **PRESENT:**

Members: Mr Hugh Donovan, Mrs L Foley, Mrs Rebecca Merrick, Mr Graham Middleton, Mr Bill Southcombe and Mr Malcolm Uhlhorn

Others: Mrs Sarah Moore (Clerk), Mr Mike Hewitson (District Councillor), and no members of the public

19/170/b **APOLOGIES:**

Mrs Barbara Brooks, Mr Andy Dawe, Mrs Suzanne Nelms, and Mr Neil Bloomfield (County Councillor)

Cllr Donovan declared that the meeting was being recorded and asked the public to state if they did not wish to be recorded or whether anyone else wanted to record the meeting.

19/171 **DECLARATION OF INTEREST:**

Cllr Donovan declared an interest in the Hamdon Youth & Family Centre

Cllr Foley declared an interest in the Community Shop

Cllr Merrick declared an interest in the Sports & Recreation Trust

Cllr Southcombe declared an interest in the Hamdon Community Arts Project

Cllr Uhlhorn declared an interest in the Memorial Hall

19/172 **PUBLIC SESSION:**

There were no members of the public in attendance

19/173 **MINUTES OF PREVIOUS MEETING:**

It was RESOLVED to approve and sign the Minutes of the November meeting and confidential minutes.

19/174 **MATTERS ARISING FROM MINUTES:**

19/174/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Overhanging trees and vegetation in East Stoke – Further information has been forwarded onto Cllr Bloomfield. **Action Cllr Bloomfield**
- ii) Article for Clerk's Magazine – a draft article was passed onto councillors for comment
- iii) Telephone Kiosk in West Street – the signed contract has been sent to the Community Heartbeat Trust
- iv) Tactile Paving in High Street – Cllr Bloomfield has agreed to investigate this matter further, but no information has been received **Action Cllr Bloomfield**
- v) Windsor Lane Little Bin –Streetscene have said the parish council can replace the litter bin. It was agreed to get quotes on larger bins. **Action Clerk**

- vi) Hedge in Recreation grounds – Cllr Merrick confirmed that a volunteer has agreed to get it cut back.
- vii) Stonehill Play Area – Wicksteed Leisure have not completed the work. It was agreed to contact the contractor. Action Clerk
- viii) Provision of Bus Shelter – Contact bus company which bus stop most of the residents use before preparing a village survey Action Clerk

19/175 DISTRICT & COUNTY COUNCILLORS:

19/175/a Mike Hewitson – District Councillor

The report from Cllr Hewitson had been circulated to councillors. The Full Council meeting in November had been cancelled; rangers and volunteers have carried out scrub clearance and habitat management on Ham Hill and the Friends of Ham Hill have funded and cleared an area in Pit Wood for tree planting. Cllr Hewitson has received a request from a resident in Orchid Acre Close for a grit bin to be installed. A discussion was held, and Cllr Hewitson agreed to ask the resident to contact the Clerk. Action Cllr Hewitson

It was agreed to put a notice in the newsletter giving guidance on the use of the grit. Action Clerk

19/175/b Neil Bloomfield – County Councillor:

Cllr Bloomfield had forwarded his report to the Clerk. The report requested further information on the East Stoke verge, and it stated that due to purdah the Improving Lives grant had been suspended so Somerset County Council are unable to give a grant to the Stoke Lunch Club. However, parish council have provided a grant in its place.

19/176 SPORTS AND RECREATION TRUST REPORT:

The inspection report had been circulated to councillors. There has been further damage to the new play surfacing. The incident has been reported to the police. Cllr Merrick reported the CCTV should hopefully be installed by the end of February.

19/177 SPORTS & LEISURE:

19/177/a Hamdon Youth Centre:

Cllr Donovan gave a report on the Listed Buildings Consent submission and has replied to SSDC. Cllr Donovan said anything that requires full planning permission will go under Phase 2 of the renovations.

Cllr Donovan said a resident has asked if they could hold gardening sessions for the youth at the centre to encourage young people to learn about growing plants and to be aware of the environment. A discussion was held on whether the centre would be an appropriate place to do this and it was suggested utilising one of the allotments.

19/177/b Hamdon Youth Group:

No report given.

19/177/c Memorial Hall and Grounds:

No report given.

19/177/d Play Areas:

Cllr Uhlhorn reported the work had been completed in Memorial Hall grounds. However, the work has not been finished at Stonehill. The corrosion on the swings has not been fixed. Action Clerk

19/177/e Any Other Issues:

No report given.

19/178 VILLAGE ENVIRONMENT:

19/178/a Allotments

No report given.

19/178/b Crime and Anti-Social Behaviour:

Cllr Foley reported on an anti-social behaviour incident and suggested in such cases contacting parents direct rather than reporting incidents to the police. A discussion was held regarding personal safety and it was stated that PCSOs need to be aware of any incidents so that they can be more of a presence in the village.

19/178/c Footpaths:

No report given.

19/178/d Ground Maintenance:

Cllr Uhlhorn said he had considered the small works for a potential lengthsman and suggested that he and the Clerk met with Streetscene. It was agreed to arrange a meeting with Streetscene.

Action Clerk

Cllr Hewitson asked about the emptying of the dog bins as he is monitoring the situation. Cllr Southcombe said that he had been emptying the bins. It was agreed to put an article in the newsletter thanking residents for picking up after their dogs and for clearing vegetation and litter.

Action Cllr Donovan & Clerk

Cllr Uhlhorn said the existing ground maintenance contractor only has a couple of jobs to be completed before the end of the contract.

The Clerk said that she has received one reply for the grounds maintenance tender and should receive more before the January meeting. Cllr Uhlhorn said the existing contract could be extended if not enough replies are received.

19/178/e Highways and Transport:

A report on speed indicator device quotations was circulated to councillors.

Quotations have been received from Mallatite, Westcotec and TWM Traffic Control Systems. A discussion was held on the various styles of devices and it was agreed to obtain a quotation from Truvelo.

Action Clerk

Cllr Middleton pointed out that volunteers must be trained by SCC before any device is installed. The Clerk agreed to contact SCC and to bring an example of a S.I.D. report to the next meeting.

Action Clerk

19/178/f Street Lighting

Cllr Merrick reported that Brocks Mount now have working streetlights.

19/1178/g Defibrillator Report

No report received.

19/178/h Befriending Scheme

No report received.

19/178/i Any Other Issues:

The business plan for the Community Shop had been circulated to all councillors. The matter of whether the parish council could support this project was raised. The Clerk confirmed that the parish council were unable to support businesses but as this is a community shop the legalities would need to be checked.

Cllr Donovan mentioned that the parish council had allocated an annual grant in the budget to HCAP for five years to help with running costs not towards the purchase of the building.

19/179 FINANCE:

19/179/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 30th November 2019

	£
Lloyds Current Account	178,442.75
Outstanding Cheques	75.00
Total as Cash Book	178,367.75

Ring-Fenced Amounts:

	£
Pavilion Reserve Account	20,042.12
Cemetery Project	12,316.47
Asset Management Reserve Account	33,382.50
Bequest – Plants	150.00
Hamdon Youth Centre	40,384.36
Total	106,275.45

Unallocated Money **72,092.30**

ii) Public Works Loan

The Clerk confirmed that the half yearly payment of £4,774.85 was paid by direct debit on 19th November.

19/179/b Matters for Resolution

i) Invoices Payable:

		£	
Sarah Moore	Expenses/Reimbursements	84.55	<i>BACS</i>
	November		
Stable Print & Design Ltd	December Newsletters	195.00	<i>BACS</i>
Wicksteed Leisure Ltd	Play Equipment & Surfacing at Memorial Hall Play Area	9,249.24	<i>BACS</i>
Stoke sub Hamdon Memorial Hall	Annual Maintenance & Insurance Grant	1,809.68	<i>BACS</i>
B.T. Lee	Plans for Hamdon Youth Centre	500.00	<i>BACS</i>
Somerset Association of Local Councils	CiLCA Training for the Clerk	275.00	<i>BACS</i>
Stoke Luncheon Club	Grant towards Christmas Day Lunch	250.00	<i>BACS</i>
	Total	12,363.48	

The Clerk asked if the following could be added to the list of payments.

Countrywide Ground Maintenance - £655.20 for November's ground maintenance; and £113.76 to added to Clerk's reimbursements as she has paid for the annual Microsoft 365 subscription.

The Clerk reported that she would be invoicing Montacute Parish Council for half the cost of the CiLCA training.

It was RESOLVED to pay the invoices.

- ii) Other:
No report given.

19/180 PLANNING:

19/180/a Planning Information:

19/180/b Parish Planning Working Party Feedback on Applications:

19/02971/HOU – The erection of a single storey side extension and provision of additional off-road parking – 25 The Avenue, Stoke sub Hamdon TA14 6QB – No observations or objections

19/02973/HOU – Alterations and the erection of a first-floor extension to side of dwellinghouse – 76 Ham Hill, Stoke sub Hamdon TA14 6RW – no observations or objections

19/180/c Planning Decisions and Reports:

i. Reports

19/02873/HOU – Formation of a first-floor shower and construction of new dormer – Tudor, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – awaiting decision

ii. Decisions

19/02459/COU – Change of use of ground floor from residential to café (Use Class A3) – 1 High Street, Stoke sub Hamdon TA14 6PP – approved subject to 5 Conditions

19/01927/LBC – The carrying out of internal and external alterations to include changes to layout and double glazing of rear windows of the dwelling – 7 East Stoke, Stoke sub Hamdon TA14 6RQ – approved subject to 3 Conditions

It was RESOLVED to ratify the planning working party's recommendations

19/181 GOVERNANCE:

No report given

19/182 CORRESPONDENCE:

The Clerk said she had received a promotional pack from AgeUK Somerset which has been sent to all parish councils and there is a flyer in the pack showing what Stoke sub Hamdon parish council are doing and AgeUK are asking other councils to follow suit.

19/183 MEMBERS' & CLERK'S REPORTS:

The Clerk has received a request from St Mary's church asking if a councillor could do the reading on 15th December. Cllr Southcombe agreed to do it.

19/184 ITEMS FOR FUTURE AGENDAS:

Community Shop & Speed Indicator Device

19/185 EXCLUSION OF PRESS AND PUBLIC:

The Press and Public are excluded from the meeting in accordance with Section 1(2) of the Public Bodies Admission to Meetings Act 1960 by reason of the confidential nature of business to be discussed.

Item to be discussed is 'Commercial in Confidence'.

19/186 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.20pm. The next parish council meeting will be held on Wednesday, 8th January 2020 at 7.15pm.