

STOKE SUB HAMDON PARISH COUNCIL

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MINUTES OF MONTHLY MEETING HELD ON WEDNESDAY 6TH NOVEMBER 2019 IN THE MEMORIAL HALL

19/152/a PRESENT:

Members: Mr Hugh Donovan, Mr Andy Dawe, Mrs Rebecca Merrick, Mr Graham Middleton, Mrs Suzanne Nelms, Mr Bill Southcombe and Mr Malcolm Uhlhorn

Others: Mrs Sarah Moore (Clerk), Mr John Bailey (Chairman, Hamdon Youth Group) and 2 members of the public

19/152/b APOLOGIES:

Mrs Barbara Brooks, Mr Mike Hewitson (District Councillor), and Mr Neil Bloomfield (County Councillor)

Cllr Donovan said that Cllr Merrick would be late for the meeting.

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.

19/153 DECLARATION OF INTEREST:

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

Cllr Nelms declared an interest in Friends of Ham Hill and the Hamdon Community Arts Project

Cllr Southcombe declared an interest in the Hamdon Community Arts Project

Cllr Uhlhorn declared an interest in the Memorial Hall

19/154 CO-OPTION:

Cllr Donovan introduced Mrs Lyn Foley and asked councillors for a nomination for her to join the parish council. The Clerk mentioned the other candidate had withdrawn due to family commitments.

Proposed: Cllr Uhlhorn Seconded: Donovan Agreed unanimously

The Clerk asked Mrs Foley to sign the Declaration of Acceptance and to complete the Register of Interests. The Clerk explained to Cllr Foley she would be required to undertake councillor training.

19/155 PUBLIC SESSION:

A resident expressed her concerns about the speed of the traffic through the village and asked whether the speed limit could be reduced to 20mph.

Cllr Donovan decided to bring forward the agenda item under Highways regarding the speed limit and a speed indicator device.

Cllr Southcombe commented on the lack of signage for the play group and primary school in North Street and, the number of heavy vehicles that are going along North Street.

The Clerk explained that in order to get the speed limit changed the parish council would need to provide Somerset County Council with evidence from Speed Indicator Devices and Community Speedwatch reports to show there is a justification for the speed limit to be changed. The parish council would also need to hold a village consultation showing that the majority of residents want the change. Once sufficient data has been collated the council would need to submit a Small Improvement Scheme to Somerset County Council.

It was originally suggested using a potential grant for the purchase of a Speed Indicator Device, but it appears that this grant will not be forthcoming. However, the parish council has received a CIL payment which could be used to the purchase a SID.

It was suggested to contact the police to find out whether the mobile speed enforcement unit could come to the village. Action Clerk

It was agreed to put an article in the newsletter notifying residents that the council will be purchasing a SID and collecting data Action Cllr Donovan

It was agreed to purchase a SID and the Clerk would get quotes for the next meeting.

Proposed: Cllr Southcombe Seconded: Cllr Donovan agreed unanimously

The Chairman of the Hamdon Youth Group gave a presentation on how the group has been doing over the past year, the new premises at the Hamdon Youth Centre, the accounts and what funding has been achieved. It was pointed out that the Group requires more volunteers to assist with the Group especially on a Monday evening.

(Cllr Merrick entered the meeting)

The Chairman of HYG asked the parish council to consider a 1% increase on the annual youth grant for 2020/21. It was agreed that the council would continue to support HYG but did not agree to a 1% increase. Cllr Donovan proposed to award a grant at the existing level of £6,290.

Proposed: Cllr Donovan Seconded: Cllr Merrick 5 agreed; 1 abstained

As the group needs volunteers to help with the group, the Clerk asked the Chairman of HYG to submit an article for the newsletter.

(Mr J Bailey left the meeting)

19/156 MINUTES OF PREVIOUS MEETING:

The Minutes of the October meeting and confidential minutes were signed and approved.

Proposed: Cllr Uhlhorn Seconded: Cllr Nelms 2 agreed; 4 abstained

19/157 MATTERS ARISING FROM MINUTES:

19/157/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Overhanging trees and vegetation in East Stoke – The Clerk mentioned she had received a complaint from a resident about the trees obscuring visibility and vehicles having to move towards the opposite lane to avoid the vegetation. Cllr Bloomfield had previously agreed to investigate this matter further but no update has been received. Action Cllr Bloomfield

- ii) Stone Clad Litter Bins – No response has been received from SSDC. Cllr Uhlhorn suggested the parish council take over this project and put plants in the bins in the spring.
- iii) Adoption of Telephone Box, West Street – The Clerk has received a contract from the Community Heartbeat Trust for signature, but the associated paperwork was not included. The Clerk said this will be signed off once she has received the remaining documents Action Clerk
- 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) Lengthsman Scheme – The Clerk said Streetscene have now been in contact. The charge for a lengthsman is £19.50 per hour plus VAT. It was agreed to draw up a programme of works before arranging a meeting with Streetscene. Cllr Uhlhorn agreed to provide a list of jobs and times and to bring it to the next meeting. Action Cllr Uhlhorn
- vi) Windsor Lane Little Bin – Cllr Hewitson has contacted Streetscene and is waiting a reply.

19/158 DISTRICT & COUNTY COUNCILLORS:

19/158/a Mike Hewitson – District Councillor

The report from Cllr Hewitson had been circulated to councillors. The report contained information about the Full Council meeting on 17th October and Ham Hill.

19/158/b Neil Bloomfield – County Councillor:

No report received.

19/159 SPORTS AND RECREATION TRUST REPORT:

The inspection report had been circulated to councillors. There had been a fire near the new basket swing damaging the safety surface. The incident has been reported to the police.

Cllr Merrick said the Trust have agreed to fast track the installation of CCTV.

The Clerk asked if the Trust could get the hedge cut back by the Norton Road entrance to the grounds. Action Cllr Merrick

19/160 SPORTS & LEISURE:

19/160/a Hamdon Youth Centre:

Cllr Donovan gave a report on the Listed Buildings Consent application and the response from the Planning department at SSDC. There are some items that will require planning permission and the Conservation Officer had queried some of the details in the application. Cllr Donovan said that he would address these issues and respond to the Planning department and Conservation Officer.

Cllr Donovan said the Brownies held a small campfire on Bonfire Night and has thanked the Youth Centre committee and surrounding residents for making this possible. Cllr Donovan agreed to circulate this to councillors. Action Cllr Donovan

19/160/b Hamdon Youth Group:

This item was covered under *Minute ref: 19/155*.

19/160/c Memorial Hall and Grounds:

The annual management and insurance grant application has been received totalling £1,809.68.

Proposed: Cllr Nelms Seconded: Cllr Middleton 5 agreed; 1 abstained

19/160/d Play Areas:

Cllr Uhlhorn reported that Wicksteed Leisure have started the work at the Memorial Hall play area and, he has ordered the plastic gatepost caps and agreed to fit them. Cllr Uhlhorn said Wicksteed Leisure have repaired the wetpour surface at the Stonehill play area but as yet have not repaired the swings. Cllr Uhlhorn agreed to contact the Clerk if he considered the work had been completed. **Action Cllr Uhlhorn**

19/160/e Any Other Issues:

The Clerk said the 'Improving Lives' grant had been sent to Cllr Bloomfield for consideration, but no response has been received. Therefore, would the parish council consider giving a grant for £250 to the Lunch Club to go towards the Christmas Day meal. It was agreed that if the grant from SCC is not forthcoming then the parish council would give a grant for £250.

Proposed: Cllr Donovan Seconded: Cllr Middleton 5 agreed; 1 abstained

19/161 **VILLAGE ENVIRONMENT:**

19/161/a Allotments

The Clerk said she had received a reply from the allotment holder at Stonehill which she read out to councillors. It was agreed for the Clerk to write to the allotment holder asking them to provide photographic evidence that they have complied with the tenancy agreement and the renewal of their allotment would be considered at the January meeting. **Action Clerk**

19/161/b Crime and Anti-Social Behaviour:

It was reported that there was an incident in West Street where a young lady was attacked. There was also an incident of anti-social behaviour at the Memorial hall where a resident was verbally abused. Unfortunately, this was not reported to the police. It was agreed that all incidents need to be reported so that the PCSOs can be more effective in the area. It was agreed to put an article in the newsletter. **Action Clerk**

19/161/c Footpaths:

No report given.

19/161/d Ground Maintenance:

Cllr Uhlhorn said a site visit had been carried out and the contractor has been notified of the outstanding jobs that need doing before the end of the contract.

At the meeting with the Sports and Recreation Trust and Montacute Parish Council, it was found that it would not cost effective to have an 'umbrella' contract as there was no economy of scale.

The grounds maintenance tender for 2020/23 has now been sent out.

19/161/e Highways and Transport:

The Clerk reported on three road closures. These are:

- Great Field Lane from 18th November for 56 days excluding 23rd December 2019 to 2nd January 2020
- New Road, Norton sub Hamdon from 18th November for 5 days
- Holloway Road, Merriott Road and Frog Street in the parishes of Hinton St George and Lopen from 12th November for 2 nights.

Cllr Nelms said she has received some complaints about vehicles parking on the pavement in East Stoke between Windsor Lane and Loder's corner. It was agreed for the Clerk to write to all the residents in this area to be mindful about obstructing the pavement **Action Clerk**

(Cllr Nelms left the meeting)

19/11/f Street Lighting

No report given.

19/161/g Defibrillator Report

The Clerk reported the checks had been carried out.

19/161/h Befriending Scheme

Cllr Foley mentioned the befriending scheme at the Lunch Club, but residents were concerned that they did not know the people who would be visiting them. Cllr Foley has offered to go along with the volunteers to introduce them and said the residents would possibly consider the scheme. Cllr Foley agreed to liaise with Cllr Nelms, and it was suggested that the volunteers could meet residents at the Lunch Club.

19/161/i Any Other Issues:

1. Dog Bins

The Clerk said she has received a request from a resident for a dog bin to be installed at the end of West Street near the new housing development and Cllr Southcombe asked for one to be installed in Ham Hill Road. It was mentioned that the village has its full quota of dog bins and Streetscene would probably not approve anymore.

2. Provision of a Bus Shelter

Cllr Donovan said funding has been set aside in the budget, but a feasibility study/consultation would be required in the first instance on where the bus shelter can be installed. The Clerk suggested compiling a survey to go in with the newsletter. It was agreed to contact the bus company to find out where the majority of residents are picked up.

Action Clerk

3. Repositioning of a Telegraph Pole

Cllr Southcombe asked if the telegraph pole near the junction of Brocks Mount could be repositioned. When the pole was initially installed a complaint was submitted to BT for it to be moved back into its original place. It is unlikely the pole will be moved.

19/162 FINANCE:

19/162/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 31st October 2019

	£
Lloyds Current Account	185,233.19
Outstanding Cheques	0.00
Total as Cash Book	185,233.19

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 **78,957.74**

ii) CIL 2019/20 Payment

The Clerk reported she had received notification of the CIL payment for 2019/20 of £3,132.96.

iii) Debit Card Application

The Clerk said there had been initial software problems downloading the application form and asked for two councillors to sign the debit card application.

19/162/b Matters for Resolution

i) Cheques Payable:

		£	
Batten Solicitors	Legal Fees for HYFC Lease <i>(paid by BACS 09.10.19</i>	1,468.60	BACS
Sarah Moore	Expenses/Reimbursements October	21.85	BACS
Stable Print & Design Ltd	November Newsletters	195.00	BACS
Countrywide Ground Maintenance	Ground Maintenance for September & October	1,310.40	BACS
NALC	Literature for the Clerk	19.99	BACS
<u>LGA 1972 s,137</u>			
The Royal British Legion	Donation to Poppy Appeal & Wreath	75.00	Chq No. 3
		<hr/>	
		Total	3,090.84

Proposed: Cllr Dawe Seconded: Cllr Southcombe agreed unanimously

ii) Other:

The draft budget 2020/21 had been circulated to councillors. Cllr Donovan explained current expenditure, the reserve accounts and the potential spend in 2020/21. He explained that funding is still under pressure from SCC and SSDC and there could still be cuts to services and grants which the parish may have to cover from its asset reserves. A large grant has been allocated to HCAP to assist with the purchase of the building, the whole of the ring-fenced funds for the renovation of the Hamdon Youth Centre may be used and, money already set aside for major projects could also be used so the assets reserves could be drastically reduced.

The Clerk confirmed that she should receive the Tax Base figures from SSDC by mid-December so the precept could then be calculated.

The budget for 2020/21 was approved.

Proposed: Cllr Merrick Seconded: Cllr Southcombe 5 agreed; 1 abstained

19/163 **PLANNING:**

19/163/a Planning Information:

19/163/b Parish Planning Working Party Feedback on Applications:

19/02873/HOU – Formation of a first-floor shower and construction of new dormer – Tudor, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – no observations or objections

19/163/c Planning Decisions and Reports:

i. Reports

No report given.

ii. Decisions

19/02395/NMA – Application for a non-material amendment to planning approval 18/02324/REM relating to render, windows, tiles and general changes to front elevations including window/canopy/porch styles as well as increase in ceiling heights of plots 11, 15 and 16 to improve visual appearance and quality of the development – Land OS 8000 West Street Stoke Sub Hamdon – Application Permitted

19/02523/TCA - Notification of intent to fell No.1 tree within a Conservation Area - East Stoke House East Stoke, Stoke Sub Hamdon TA14 6UF – Application Permitted

19/02751/TCA - Notification of intent to carry out tree surgery works to No.2 trees within a Conservation Area – Avalon, 13 Windsor Lane, Stoke sub Hamdon TA14 6UE – Application Permitted

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

Proposed: Cllr Dawe Seconded: Cllr Uhlhorn 5 agreed; 1 abstained

19/164 **GOVERNANCE:**

No report given

19/165 **CORRESPONDENCE:**

A thank you letter has been received from the resident who requested the trees on Ham Hill to be cut back. They have also thanked the rangers personally for carrying out the work.

A request was received from Yeovil Without Parish Council asking other parish councils to consider providing funding to St Margaret's Hospice. It was agreed to consider providing funding if St. Margaret's Hospice approached the parish council and that it was subject to the in-patients' bed being retained in Yeovil.

Proposed: Cllr Dawe Seconded: Cllr Donovan agreed unanimously

19/166 **MEMBERS' & CLERK'S REPORTS:**

No reports given.

19/167 **ITEMS FOR FUTURE AGENDAS:**

Village Community Shop

19/168 **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'.

19/169 **DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 10.15pm. The next parish council meeting will be held on Wednesday, 4th December 2019 at 7.15pm.