

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**TUESDAY 10<sup>TH</sup> SEPTEMBER 2013 IN THE MEMORIAL HALL**

**13/124/a                    PRESENT:**

**Members:** Mr Mike Sampson (Chairman), Mrs Wendy Hall, Mr Bruce Wilson, Mrs Janet Rose, Mr Steve Hay, Rebecca Merrick and Neil Bloomfield.

**Others:** Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), Mr John Bailey (County Councillor), Mrs Barbara Brookes and 3 members of the public.

**13/124/b                    APOLOGIES:**

Mr Paul Spearpoint (Vice Chairman), Mr Graham Middleton, and PCSO

**13/125                    DECLARATIONS OF INTEREST:**

Cllr Merrick declared an interest in matters concerning the Sports and Recreation Trust.

**13/126                    CO-OPTION:**

Cllr Sampson introduced Mrs Barbara Brooks and asked her to tell the Parish Council about herself. Mrs Brooks had expressed an interest in joining the Parish Council in May (*see minute ref: 13/075*). Cllr Sampson proposed that Mrs Brooks be co-opted onto the Parish Council.

Proposed:            Cllr Sampson    Seconded:            Cllr Bloomfield            Agreed:            unanimously

Mrs Brooks signed an Acceptance of Office and the Clerk asked her to complete the Register of Interests and gave her a folder containing the Code of Conduct, Standing Orders, a guide on openness and transparency on personal interests and the SSDC guide for Parish Council called "Doing it Right".

**13/127                    PUBLIC SESSION:**

The three residents attending expressed their concerns about the planning application no. 13/03341/COU at Leggs Stores, West Street, TA14 6QL. Cllr Sampson explained about the planning application and said that the Parish Council were only consultees and that individuals need to make their own comments. Cllr Seal said that they need to wait for the Officer's report and reiterated Cllr Sampson's point about making individual comments.

**13/128                    P.C.S.O. REPORT:**

The Clerk passed on the PCSO's apologies and read out her report. Over the summer months there were a total of 8 calls regarding anti-social behaviour. In July there was a theft of food and drink from the school canteen which was being dealt with by the school, a paddock was broken into and a trailer was stolen, a mobile telephone was stolen from a handbag, criminal damage caused to a vehicle after eggs were thrown at it, a bottle was thrown through the church window, eggs/stones were thrown at windows and there was damage to a wing mirror on a vehicle in the High Street. In August there was a theft of a bicycle and a motor bike, a vehicle was broken into on Ham Hill and a handbag was stolen. The PCSO had asked if a message could be put in the newsletter to warn people about leaving items on view or hiding them either in the boot or under seats. A bee hive was damaged in a garden and in an anti-social behaviour incident a bee hive near the Memorial Hall was kicked over but no damage was caused.

The PCSO had reported via email that there was a problem with HGV lorries parking in Percombe and could a sign be erected to stop the lorries parking there. Cllr Bailey said that he was dealing with this. The PCSO had been asked by a resident if a speed box which flashes the speed limit could be installed at the end of West Street. Cllr Bailey said that this type of speed box is too costly to maintain. Cllr Bloomfield asked if a traffic survey had been carried out and Cllr Sampson confirmed that there was only Speedwatch. Cllr Seal said that the County Council would do a speed check. The Clerk is to write to the Highway Authority. The PCSO has also received complaints from residents about the youths taking the apples of the tree in the Memorial Hall grounds and throwing them at their houses. The residents have asked if the tree could be removed. Cllr Sampson pointed out that the grounds are in a conservation area and to remove the tree would require planning permission.

**Action Clerk**

Cllr Bloomfield said that the PCSO report had improved but there was still no definition on area. Cllr Seal commented that if an area is mentioned then it may help with the neighbourhood watch. Cllr Bailey said that the Hamdon Youth Group are looking to get the statistics of the anti-social behaviour and will be working with Martock.

**13/129 DISTRICT & COUNTY COUNCILLORS:**

**13/129/a** Sylvia Seal – District Councillor

Cllr Seal reported that the Yeovil Literary Festival will be on the weekend beginning 20<sup>th</sup> September where a number of notable people will be present. Cllr Seal gave an update of events on Ham Hill – Over the August Bank Holiday there were some attacks on sheep where one ewe was killed and a number of lambs were maimed. Cllr Seal asked if an article could go in the newsletter. The archaeologists have made some substantial finds during the recent excavations. There is grazing land to rent for sheep, cattle or ponies. Cllr Brooks asked if it would affect any rights of way. Cllr Seal said that it would not. There were around 3,000 people at the fayre on the hill and the donations should allow for another event to take place. Cllr Seal gave her report on the Local Plan and she said out of the 58 authorities 29 had to modify their Plans. Cllr Seal explained the areas that needed modifying and said that the affected parishes would be written to. Cllr Seal explained about the ‘Symphony Project’ where GP’s and clinical groups are trying to improve communication and allocation of funds and by helping people aged 65 to stay at home rather than in hospital. Cllr Seal said that the Housing Standards team are helping owners carry out repairs with a low interest rate loan. Also there is a Disabled Facility grant which is used to adapt houses based on assessment. It was agreed that this would be put in the newsletter. **Action Clerk**

**13/129/b** John Bailey – County Councillor

Cllr Bailey read out his report. He discussed the various highway and parking issues and said that there must be an overall strategy for traffic which should also include parking and speeding. The Clerk asked when the new sign would be installed by the bus stop in the High Street. Cllr Bailey said he would chase this matter up. Cllr Bailey discussed the other items on his report such as the Hamdon Youth Group, the Hamstone Film Festival, Free Health Checks and the Health and Wellbeing Fund. Cllr Sampson commented on the recent grant award given to the Hamdon Youth Group by County Council. Cllr Bailey said that there were still on-going issues with Brocks Mount and the responsibilities of the developer.

**13/130 MINUTES OF PREVIOUS MEETING:**

The Minutes of the previous meeting were approved and signed.

Proposed: Cllr Rose

Seconded: Cllr Hall

Agreed: unanimously

**13/131 MATTERS ARISING FROM MINUTES:**

**13/131/a** Police & Crime Commissioner Meeting

The Clerk reported that she had received a reply from Sue Mountstevens and a meeting has been arranged for Wednesday, 4<sup>th</sup> December at 4.30pm. The Clerk said that after discussions with Ms Mountstevens’s secretary it was agreed that as this is a rural area it would be beneficial if other parishes were involved so the Clerk said that she has invited a couple of representatives from nearby parish councils to attend. A discussion was held on how the meeting would be held and what needed to be discussed and it was agreed that the Clerk would forward each member the letter that was sent to Ms Mountstevens and to consider what issues would need to be raised. Each member will present these at the next meeting so that an agenda could be formulated. **Action Clerk**

**13/131/b** Ham Hill Monument

The Clerk reported that the monument and the plaque needed to be looked at by a professional and has obtained a quote from Humphries & Jones who carried out the Condition Survey in 2009. The price quoted was £375 plus VAT for a Condition Survey report and if the re-fixing of the plaque is straightforward it would be included in the price of the report. Cllr Sampson proposed to proceed with the report and said that if there was any extra cost then the Clerk should be allowed to agree up to £500(the price of the report plus any extras).

Proposed: Cllr Sampson

Seconded: Cllr Bloomfield

Agreed: unanimously

The Clerk also reported that Val Moore had spent a couple of days repainting all of the names of the servicemen listed on the monument and asked if she could place a thank you message on behalf of the Parish Council in the newsletter. It was agreed to put in a thank you message. Cllr Rose proposed to give a plant as a thank you to Mrs Moore. Cllr Sampson

suggested spending up to the value of £25 and Cllr Bloomfield suggested £30. It was agreed to spend £30 on plants as a thank you gift.

Proposed: Cllr Bloomfield

Seconded: Cllr Sampson

Agreed: unanimously

Cllr Bloomfield also mentioned asking the police to get the brass plaques treated with 'Smart Water'. This is a treatment that will mark any potential thieves or vandals.

Action Clerk

**13/131/c** Gate at Matts Lane

Cllr Sampson said that following another request from a resident to install a gate across Matts Lane he has carried out a survey of the lane. Cllr Sampson explained that it would not be feasible to gate the lane due to its width and that there is a ditch running along one side making it impassable to emergency vehicles and tractors. The resident had previously received a letter explaining that the highway classification of the lane would need to be changed and that the cost would be down to the person making the request. Cllr Sampson also pointed out that it was illegal to gate a highway and it would cost approximately £3,000 to 'de-highway' the lane.

**13/132** FINANCE

**13/132/a** Matters for Report:

i) NALC 2013/14 National Salary Awards

The Clerk reported that she had received notification of the NALC pay increase for Clerks and this is to be back-dated to April.

ii) 2013 Annual Return

The Clerk reported that she had received the completed annual return from Grant Thornton and that the Notice of Completion was on the noticeboard. The comments from Grant Thornton are as follows:

Accounting for Fixed Assets – the fixed assets valued at insurance value and others have been depreciated. Local Councils are required to account for fixed assets at purchase cost. If this is not known a proxy cost should be substituted. Commercial concepts of depreciation or impairment adjustments etc. are not appropriate for local councils. The book value of 'fixed assets' will therefore remain constant until disposal.

iii) Additional Transfer of Money to Reserve Accounts

*In accordance with resolution passed on 9<sup>th</sup> July – Minute ref: 13/114a(i)(2)*

The Clerk asked members to sign the letter to NatWest authorising the transfer of the additional money to the reserve accounts.

iv) NatWest – Account Signatories

The Clerk explained that she had received a letter from NatWest regarding the account signatories. It appears that there are a number of signatories that are no longer needed and need to be removed. The Clerk said that she and Cllr Sampson had a meeting with NatWest and found out that not all of the current signatories are showing on all of the accounts and the recent new signatories were not showing against any of the accounts despite the bank confirming to the individuals that they had been set up. NatWest have requested that the members need to complete a signatory form and go into the bank with their documentation to rectify the situation. The Clerk suggested that all members are made signatories.

Proposed: Cllr Bloomfield

Seconded: Cllr Sampson

Agreed: unanimously

**13/132/b** Cheques Payable:

Sarah Moore	Salary & Expenses for August	£ 394.91	Chq 1844
NigeNige	Groundsman Salary for August	£ 708.00	Chq 1845
Stable Print	September Newsletters	£ 190.00	Chq 1846
Stoke sub Hamdon Memorial Hall	Healthy Hearts Exercise Classes	£ 150.00	Chq 1847
Grant Thornton	2013 Annual Return	£ 360.00	Chq 1848
SSDC	Playground Inspection & Risk Assessment	£ 184.80	Chq 1849

Proposed: Cllr Rose

Seconded: Cllr Hall

Agreed unanimously

**13/132/c** Matters for Resolution

None declared.

### **13/133            MEMORIAL HALL AND GROUNDS**

The Clerk had received the Playground Inspection report and has passed this onto Cllr Spearpoint. Cllr Sampson said that this would now be reported on at the next meeting.

### **13/134            SPORTS AND RECREATION TRUST**

Cllr Merrick reported that the new picnic tables and said that they were aiming to be installed in August/September. Cllr Merrick also said that there was an increase in the number of youth football teams using the recreation ground. A letter had been received from the Sports and Recreation Trust asking for the Parish Council to put the facilities on the Parish Council's asset register. A discussion was held where it was said that the Sports and Recreation Trust would still provide the insurance and maintenance for these facilities. It was agreed for the Clerk to amend the asset register.            **Action Clerk**

### **13/135            PLANNING**

The Clerk passed around information and a map to the members regarding the preliminary findings of the planning inspector in respect of the Local Plan. There is a meeting of the northern parishes at 7pm on 26<sup>th</sup> September at Yeovil Marsh Church Hall for those wishing to attend.

Cllr Sampson said that the village is required to have an extra 45 houses by 2026 and that he and the Parish Council's Planning Committee attended a meeting on land near Stanchester Sports Centre where a proposal was presented to build 18 houses of which 6 will be affordable houses. It is proposed to build these houses between East Stoke House and the Sports Centre and if they are built then the site will not be viewed from the road.

#### **13/135/a            Report on Planning Applications**

**13/02925/FUL** – Installation of ground mounted photovoltaic solar array to provide 6 MW generation capacity together with inverter systems; transformer stations; sub-stations; internal access track; landscaping; security fencing; associated access gate and removal of one Ash tree protected by Tree Preservation Order (re-submission of previously withdrawn application) – Land adjacent A303 Tintinhull Forts, Tintinhull Forts Tintinhull, Yeovil BA22 8PA – The observations are the same as for the withdrawn application, no 13/01409/FUL. The banks of solar panels are all south facing and at an angle of 25°. These will be clearly visible from Ham Hill Country Park, and will therefore, have a detrimental visual effect of excess light and 'industrialise' the views from the monument, St Michael's Mount and surrounding areas.

**13/02987/FUL** – application for the renewal of extant permission 10/02805/FUL for the erection of a single storey replacement extension at the rear – 12 North Street, Stoke sub Hamdon TA14 6QT – there were no objections or observations.

**13/03341/COU** – Continued use of land for residential and retail use (retrospective) – Leggs Stores, West Street, Stoke sub Hamdon TA14 6QL – This application is with the Planning Committee.

#### **13/135/b            Planning Decisions and Reports**

**13/02631/FUL** – the erection of a rear two storey extension to form kitchen with bedroom and bathroom over – 83a High Street, Stoke sub Hamdon TA14 6PT – This was granted subject to 3 Conditions.

**13/02363/FUL & 13/02364/LBC** – change of use of outbuildings to annexe, refurbishment and erection of single storey extension, and alterations to the access (revised details/drawings) – 18 North Street, Stoke sub Hamdon TA14 6QP – Both applications were granted subject to 7 Conditions each.

**13/02630/FUL** – the erection of a single storey utility extension – Greenways, High Street, Stoke sub Hamdon TA14 6PT – This was granted subjected to 3 Conditions.

**13/02328/FUL** – change of use of building from an annexe into a separate unit of residential accommodation – 51 Castle Street, Stoke sub Hamdon TA14 6RF – This was granted subject to 4 Conditions.

### **13/136            CORRESPONDENCE**

#### **13/136/a            Hamdon Playgroup**

The Clerk has received a thank you letter from Hamdon Playgroup for the grant of £500. The playgroup has purchased new uniform for the staff and a variety of playing and learning equipment.

#### **13/136/b            Hamdon Youth Group**

A letter was received from the Hamdon Youth Group asking for a repeat of the previous year's grant of £3,000 for a youth worker in 2014 and to consider this amount when budgeting for the next financial year. The Group also asked for a further £200 to help towards the cost of hiring Norton Village Hall for the Out Reach project. The Clerk said that she had received a completed grant application form and an email asking if the Group could make a presentation at the October

Parish Council meeting. Concerns were raised that this may set a precedent for future years. A discussion was held and it was agreed to wait until after the presentation had been given before making a decision.

**13/136/c** SALC Appointment – County Executive Officer

The Clerk reported that since the unexpected death of Peter Lacey at the beginning of the summer SALC has now appointed Justin Robinson as the new County Executive Officer (County Secretary) as from 5<sup>th</sup> August.

**13/136/d** Highway Licences Charges

Due to the need to make financial savings the County Council are introducing full cost charging to all parties that apply for licences to erect structures on the highway such as planters, notice boards, shelters, monuments etc. From 1<sup>st</sup> September 2013 a highway licence administration fee will cost £165. Also, the County Council will no longer bear the cost of the legal fees which cost in the region of £350. Therefore the total cost of requesting a highway licence will be in the region of £515.

**13/137** HIGHWAYS & FOOTPATHS

i) Road Markings - West Street

Cllr Sampson said explained that after Highways had corrected the misplaced tactile paving at the entrance to Langlands the Highway Authority decided that 'H' road markings were needed either side of that junction in West Street. There was no consultation with the Parish Council or residents and a formal complaint had been sent to the County Council when the preparatory markings were installed. Cllr Bailey is liaising with Highways on this matter.

ii) Parking

The Clerk said that she had received a letter from SSDC regarding the comments submitted to them by the Parish Council in August 2012 in respect of the South Somerset Car Parking Strategy Review. The review was adopted by Full Council on 20<sup>th</sup> June 2013 and in respect of Stoke sub Hamdon demand for evening parking has been designated as a medium priority. The Parish Council are required to confirm whether this action is still to be actively explored. It was agreed for the Clerk to contact SSDC.

**Action Clerk**

**13/138** STREET LIGHTING

None declared

**13/139** WORKING PARTY REPORTS

**13/139/a** Local Development Framework

None declared.

**13/139/b** Allotments

Cllr Sampson said that a letter had been sent to an allotment holder at Stonehill after the Clerk had received a complaint that he was allowing his children to use another allotment holder's plot to play on whilst he was at work. The children had been using scooters and various ride-on toys in the area and on more than once occasion. The allotment holder had been informed that this was the second complaint that had been received about him and that he was in breach of his tenancy agreement. The situation will be monitored and if any further complaints are received then his tenancy will be terminated.

**13/139/c** Local Action Group

None declared.

**13/139/d** Web Site

None declared.

**13/140** MEMBERS' REPORTS

None declared.

**13/141** ITEMS FOR FUTURE AGENDAS

None declared.

There being no further business the meeting was closed at 10.15pm and the next meeting will be held on Tuesday, 8<sup>th</sup> October at 7pm.