

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 1ST FEBRUARY 2017 IN THE MEMORIAL HALL

17/016/a PRESENT:

Members: Mrs Barbara Brooks (Chairman), Mr Hugh Donovan (Vice-Chairman), Mr Neil Bloomfield, Mrs Caroline Freeman, Mrs Marilyn Hart, Mr Robert Manning, and Mr Malcolm Uhlhorn

Others: Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), Mr John Bailey (County Councillor), Ann-Marie Wood (Flood Risk Management Team, Somerset County Council) and 8 members of the public

17/016/b APOLOGIES:

Mr Brian Evans, Mrs Rebecca Merrick and Mr Graham Middleton

17/017 DECLARATION OF INTEREST:

Cllrs Brooks & Uhlhorn declared an interest in matters relating to the Memorial Hall.

17/018 CO-OPTION:

Cllr Brooks explained there was a vacancy on the Parish Council which had been advertised on the noticeboard and Mr Andy Dawe of East Stoke had expressed an interest. Cllr Brooks introduced Mr Dawe and asked members for a nomination.

Proposed: Cllr Freeman Seconded: Cllr Manning Agreed unanimously

The Clerk asked Mr Dawe to sign the Declaration of Acceptance. The Clerk countersigned the documents and asked Mr Dawe to complete the Register of Interest form and to return it to her.

Cllr Brooks welcomed Cllr Dawe to the Parish Council.

17/019 PUBLIC SESSION:

Ms Wood explained about the partial collapse of the culvert in East Stoke and that it was the landowner's responsibility if that was the main cause of the flooding. However, SCC is looking at options as to whether it is necessary to upsize the culvert or to divert the highway drainage and have made a bid for funding with the Rivers Authority but are still waiting for a response. Ms Wood explained that without the funding to carry out these works SCC can only insist that the landowner repairs the collapse. Ms Wood said that the landowner has not yet been contacted as she wanted to find out whether the funding was available first. Cllr Brooks thank Ms Wood for the work that had already been carried out along Highway and Windsor Lane.

Cllr Freeman pointed out that the other side of Windsor Lane by The Well House gets flooded. Miss Wood asked if she could have details of this.

(Ms Wood left the meeting)

Members of the public arrived too late to hear the report from Ms Wood. Cllr Bailey reiterated the main points.

The Clerk was asked to contact the village website owner to update the parish council details.

Action Clerk

17/020 MINUTES OF PREVIOUS MEETING:

The Minutes of the previous Parish Council meeting were signed and approved.

Proposed: Cllr Donovan Seconded: Cllr Uhlhorn agreed unanimously

17/021 MATTERS ARISING FROM MINUTES:

17/021/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Noticeboard – The Clerk explained that she had not been able to contact the contractor but will do this in the next few days. **Action Clerk**
- ii) Elder tree in Tunwell Lane – Cllr Donovan confirmed that the tree had been cut back. The Clerk said that she has since received an email from the resident who had now commented that it was the whole hedge that needed cutting back and the Clerk commented that she and Cllr Donovan had already discussed this at the site visit. Cllr Donovan agreed to cut the hedge back. The Clerk said the smaller branches could be burned on the allotments and agreed to email the details of the allotment contact to Cllr Donovan. **Action Cllr Donovan & Clerk**
- iii) Brown Highway Sign at the bottom of North Street – Clerk apologised that she had not sent Cllr Bailey the information. **Action Cllr Bailey**
- iv) Swing Seat – The Clerk explained that she had chased Wicksteeds who confirmed that the seat would be delivered over the next couple of days.
- v) North Street Allotment Steps – Cllr Donovan said that the handrail would need to be around 4ft and thought that the same style of handrail as the rangers use on the hill would be suitable. Cllr Seal agreed to check with the rangers.
- vi) Wi-Fi to Memorial hall – Cllr Bloomfield reported that the site for the pole had been agreed on 20th January and that the service would be installed on 6th March. **Action Cllr Bloomfield**
- vii) Neighbourhood Watch – Cllr Brooks said that an article had gone into the January newsletter
- viii) Vandalism in Stonehill Play Area – Cllr Brooks said that a piece had gone in the newsletter and the Clerk said that she had contacted Alpha Signs and was waiting for the proof to come through. **Action Clerk**
- ix) Advertise Vacant Plots – The Clerk said that this would be done once all the rent had been received. **Action Clerk**

17/022 DISTRICT & COUNTY COUNCILLORS:

17/022/a Sylvia Seal – District Councillor

Cllr Seal gave her report which covered:

- District Council's budget will be set by the end of March. There will be a reduction in the level of funding and the council will be looking at services.
- A Public Space Protection Order has come into force which covers dog fouling. There will be on the spot fines of £80 for irresponsible owners. Yeovil Country Park and Ham Hill will come under this order and the rangers are to manage the fines.
- An update was given on the planning appeal for Legg Stores in West Street.

17/022/b John Bailey – County Councillor:

Cllr Bailey's report had been circulated to all members. Cllr Bailey also stated:

- The double yellow lines had been removed at the top of North Street
- Enquired about the grant for the Youth Club. The Clerk explained that this had been sent to the Youth Club leader and the Hamdon Youth Group would need to talk to him.

17/023 SPORTS AND RECREATION TRUST REPORT:

17/023/a Inspection Report:

A play area and youth facility inspection had been carried out by SSDC. Areas identified were:

- BMX track – worn down to sub-base in places
- Skate ramps – hole in the side of ramp and small holes on surface need repairing
- New goal posts – loose in ground
- Old goal posts – loose in ground and net hangers missing. Needs rust treatment and painting
- Old metal seat needs removing

The daily inspection report from the Sports and Recreation Trust mentioned that there is rubbish left by the picnic tables near the BMX track

17/023/b Adventure Play Area Report:

The Sports and Recreation Trust are seeking tenders for the adventure play area project and an outdoor gym. A copy of the requirement specification had been circulated to all members.

17/024 **SPORTS & LEISURE:**

17/024/a Community Right to Bid:

Cllr Brooks announced that the bid for the Methodist Church had been approved and a press release had been sent to the Western Gazette. Cllr Brooks said that all relevant authorities and user groups had been contacted and the solicitor had been instructed to carry out the necessary searches and surveys. Cllr Brooks said hopefully completion should be towards the end of March so the working party needs to regroup and the parish council needs to encourage residents to participate. Cllr Brooks agreed to put an article in the newsletter. Cllr Seal congratulated the parish council and commented that there has only been approximately 10 successful community right to bid projects. **Action Cllr Brooks**

Cllr Brooks said that although the parish council have been successful in getting the Methodist Church for youth groups, the parish council will still support the Memorial Hall in their endeavours to increase their income too.

17/024/b Hamdon Youth Group:

Cllr Bailey reported that there are between 22 and 30 members and there might be the need once again to have two groups in numbers continue to increase. Cllr Bailey stated that in order to save money the group is considering have two sessions during one evening.

17/024/c Memorial Hall and Grounds:

Cllr Brooks gave her report on the Memorial Hall.

Cllr Uhlhorn reported that there had been a radiator left in the car park.

Cllr Uhlhorn asked if the Tree Condition report could be presented to the Memorial Hall Committee. This was agreed. Cllr Uhlhorn said that it could be timed for next winter to carry out the work.

Proposed: Cllr Manning Seconded: Cllr Donovan agreed unanimously

17/024/d Play Areas:

Cllr Uhlhorn gave the play inspection report.

- Stonehill: the crawl tunnel rocks and the swings had been unwrapped
- Memorial Hall: The pedestrian gates had been left open and suggested getting a soft closing gate or have a notice put on the gate. The grass also needed re-seeding under the roundabout

The Clerk said that she had received a response from the insurance company regarding the vandalised equipment at Stonehill. The insurance company had asked for two quotations; one from the company who had installed the equipment and one other. The insurers have agreed on the price of the other insurance company. The question was raised that surely as this equipment was new then the settlement figure should have been based on the price from the company who had installed the equipment. As Cllr Dawe has some expertise in this area it was agreed for the Clerk to liaise with Cllr Dawe. **Action Clerk & Cllr Dawe**

The Clerk said if the council wished to take up the offer of the playground inspection and risk assessment from SSDC. The cost per playground would be £48 for the playground inspection and £30.50 for the risk assessment. These prices are excluding VAT. This was agreed.

Proposed: Cllr Bloomfield Seconded: Cllr Donovan agreed unanimously

17/024/e Any Other Issues:

None declared.

17/025 VILLAGE ENVIRONMENT:

17/025/a Allotments

The Clerk reported that Western Power Distribution had replaced the decayed pole in the North Street Allotments and had installed an additional pole in order to provide power to the property adjacent to Tunwell Lane.

(Cllr Seal left the meeting).

17/025/b Community Emergency Plan:

No report given.

17/025/c Crime and Anti-Social Behaviour:

No report given.

17/025/d Footpaths:

No report given

17/025/e Ground Maintenance:

Cllr Uhlhorn confirmed that the new contract was now in place with Countrywide Grounds Maintenance at a year 1 cost of £6,552, which is an 18% reduction on the original tender price. Councillors congratulated Cllr Uhlhorn and the Parish Clerk on this achievement and for all their hard work throughout the process. The contract commenced on 1st February for a 3 year period.

17/025/f Highways and Transport:

The Clerk reported that a resident had contacted the Highways Authority to request double yellow lines in the turning bay at the bottom of Princes Close. The Clerk said that she would clarify what the position was with Highways.

Action Clerk

17/025/g Street Lighting

No report.

17/025/h Any Other Issues:

None declared.

17/026 FINANCE:

17/026/a Matters for Report

i) **Monthly Bank Reconciliation**

The Clerk gave the quarterly bank reconciliation report as at 31st January 2017

Current Account	£ 100.00
Business Reserve Account	£ 77,313.32
Sports & Recreation Trust Reserve Account	£ 14,417.11
Asset Management Reserve Account	<u>£ 27,236.34</u>
Total	£ 119,066.77
Outstanding Credits	£ 50.51
Outstanding Transfers	(£ 2,334.35)
Outstanding Cheques	<u>(£ 1,690.22)</u>
Total as Cash Book	£ 115,092.71

The outstanding transfers are amounts covering cheque payments from the Business Reserve Account and the Current Account. All monies held in the Sports & Recreation Assets and the Asset Management reserve accounts which total £41,653.45 are ring-fenced for specific purposes.

ii) **Data Protection Renewal**

The Clerk reported that she had received the renewal notification for the Data Protection Registration. The cost is £35.00 and will be paid by direct debit on 13th March.

17/026/b Matters for Resolution

i) **Cheques Payable:**

Sarah Moore Expenses for January £ 185.52 Chq 2076

Stable Print & Design Ltd	February Newsletters	£ 190.00	Chq 2077
A.J. White	Groundsman January	£ 440.00	Chq 2078
Mr N Path	Repair of Tunwell Grate	£ 50.00	Chq 2079
St Mary's Church	Grant - Churchyard Upkeep	£ 824.00	Chq 2080
<i>VOID CHEQUE</i>			Chq 2081
Sports & Recreation Trust	Grant to SPAG for Hall Costs	<u>£ 282.00</u>	Chq 2082

Total £1,971.52

Proposed: Cllr Donovan Seconded: Cllr Manning agreed unanimously

ii) Other:

The Clerk said that the surveyor who is carrying out the survey on the Methodist Church requires payment before providing the report and, Cllr Brooks is willing to pay this upfront and needs to claim this back from the parish council. The cost of this is £1.200. The Clerk asked if councillors would agree to this.

Proposed: Cllr Bloomfield Seconded: Cllr Hart 1 abstained, 5 agreed

The Clerk said that the parish council has applied for a grant to the Community Council for Somerset to cover this cost, and this had been approved.

17/027 PLANNING:

17/027/a Planning Information:

No report.

17/027/b Parish Planning Committee Feedback on Applications:

16/05452/FUL – two storey rear extension containing kitchen, bathroom and bedroom – 33 Castle Street, Stoke sub Hamdon TA14 6RF – no observations or objections

17/00064/FUL – application to vary condition 2 (approved plans) to planning permission 16/000684/FUL to install 2 picnic tables in lieu of the 1 picnic table approved – Stoke sub Hamdon Memorial Hall, West Street, Stoke sub Hamdon TA14 6PZ – no objections or observations

17/00186/FUL – demolition of remnant vacant storage buildings and construction of 2 no. two bed dwellings with access (directly from Greatfields Lane) together with landscaping and associated infrastructure – Land and Buildings, Great Field Lane, Stoke sub Hamdon - Councillors note that the same mix of building materials is proposed as the main adjacent site, as agreed by SSDC on 22 December in application no. 16/03872/FUL. Councillors would wish to see the same informative in place in this new application on behalf of the Parish Council in relation to the provision of a dark buff render where applicable to blend in with neighbouring houses.

Councillors note that the applicant's letter requests that a s.106 agreement should not be applicable to this new site. Councillors OBJECT to this request: these houses are in fact intended to be part of the main site, merely a late extension, and the application itself states that all drainage etc. flows into the main site, and that both sites will be built at the same time. Councillors feel that this is a technical challenge that does not stand the test of accuracy. The addition of two extra houses will result in extra community need for facilities in the village, particularly for community meeting facilities, and councillors request that an increased allocation should be determined in line with the council's usual formula. Councillors are writing to Alison Cameron at SSDC in this regard.

Notwithstanding the above, councillors have no overall objection to the addition to two extra houses built to the same specifications as application no 16/03872/FUL.

17/00278/FUL – erection of a rear orangery extension – 38 Norton Road, Stoke sub Hamdon TA14 6QW – no objections or observations

17/00347/FUL – erection of a rear entrance porch – 2 Becksfield, Stoke sub Hamdon TA14 6PB – no observations or objections

It was agreed to ratify the planning committee's decisions.

Proposed: Cllr Manning Seconded: Cllr Hart agreed unanimously

17/027/c **Planning Decisions and Reports:**

16/05396/PDE – proposed rear extension (i) the projection of the extension beyond the rear wall is 6 metres (ii) the maximum height of the extension is 4 metres (iii) the height of the eaves of the extension is 4 metres – Hawthornden, 54 West Street, Stoke sub Hamdon TA14 6QG – Granted

17/028 **CORRESPONDENCE:**

A request for a donation from Shopmobility had been received. The Clerk explained that this would come under the LGA 1972 Section 137. It was agreed to give a donation of £50.

Proposed: Cllr Bloomfield Seconded: Cllr Manning agreed unanimously

17/029 **MEMBERS' & CLERK'S REPORTS:**

No reports given.

17/030 **ITEMS FOR FUTURE AGENDAS:**

None declared.

There being no further business the meeting was closed at 10.00pm. The next meeting will be held on Wednesday, 1st March 2017 at 7pm.