

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
TUESDAY 13TH JANUARY 2015 IN THE MEMORIAL HALL**

15/001/a PRESENT:

Members: Mrs Barbara Brooks (Chairman), Mr Paul Spearpoint (Vice-Chairman), Mrs Rebecca Merrick, Mr Graham Middleton, Mrs Wendy Hall, Mr Neil Bloomfield and Mr Roger Bevan

Others: Mrs Sylvia Seal (District Councillor), Mrs Sarah Moore (Clerk), PCSO and 3 members of the public

15/001/b APOLOGIES:

Mr Bruce Wilson and Mr John Bailey (County Councillor)

Cllr Brooks explained about the change in the format of the agenda stating that we wanted to make meetings run more efficiently and that in future any supporting papers or documents to be considered would be sent to councillors prior to each meeting rather than being tabled. This would give councillors more time to make informed decisions. Cllr Brooks stated that she and the Clerk will be working together to create an agenda schedule in order to be aware of regular items that need to be covered in meetings, particularly in relation to timing of any grants etc. to local organisations.

15/002 DECLARATION OF INTEREST:

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

15/003 PUBLIC SESSION:

A representative from Hamdon Playgroup enquired about the village having a defibrillator. It was explained that there had already been a discussion about having a defibrillator installed on Ham Hill. Cllr Brooks said there were concerns about putting one in the village especially in light of the recent spate of defibrillators being stolen in the southwest. A discussion was held and even though there were benefits of having the equipment in both the village and on Ham Hill, it was thought that the security would be better on Ham Hill as the public house has CCTV and it would more likely be used on the hill than the village as an ambulance could get to someone in the village quicker. The Clerk mentioned that the Parish Council had received a Health and Wellbeing grant from Somerset County Council for a defibrillator on Ham Hill. Cllr Brooks suggested that the representative explore funding from the Sports and Recreation Trust in the first instance. Cllr Brooks said that if a defibrillator were to be in the village, it would need to be placed in a building that had constant access.

A resident said that the ivy growing over the wall near Castle Farm was obstructing the pavement. The Clerk is to look into it and ask for the ivy to be cut back. *Action Clerk*

A resident asked for some advice about the yellow lines around the village as he believes that some are not legal. He said that he has approached Somerset County Council regarding sizing, gaps and missing end bars but he was treated appallingly. The resident also asked about the traffic wardens who seemed to ticket properly parked vehicles but not those which were parked dangerously. Cllr Brooks explained that Somerset County Council have outsourced the traffic warden's role to a private firm. She also explained that the Parish Council's Transport Strategy group have been looking into the matter of the lining around the village and have been in discussion with Highways. Last September SCC had promised to issue a Traffic Regulation Order to address the issues of the lining (repainting, removing etc.) but this has not yet been carried out and was being chased up. Cllr Brooks stated that the Parish Council will continue to work proactively. The resident said that he wanted to know what the correct standards are applied for the line marking and Cllr Brooks agreed to speak to the County Councillor on his return. *Action Cllr Brooks*

The resident also enquired whether there could be a flashing speed sign to deter speeding vehicles. Cllr Bevan said that these are expensive and have proved to be ineffective. Cllr Bevan said that the presence of a Speedwatch team has reduced speeding in the village by 75% over 13 years. Cllr Spearpoint said that vehicle speed is still a problem in West Street.

15/004 MINUTES OF PREVIOUS MEETING:

There was an amendment to *Minute ref: 14/197/c*. The sentence should read 'This is the narrow stile.....'

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

Proposed: Cllr Bevan Seconded: Cllr Merrick agreed unanimously

15/005 MATTERS ARISING FROM MINUTES:

15/005/a Conservation Lighting

Cllr Bloomfield said that he was disappointed to see it had been decided at the last meeting whilst he was away not to proceed with the conservation lighting. Cllr Brooks said that a figure has been set in the budget for lighting as a precautionary measure as a possible future project. Without formal consultation with the village as to whether residents actually wanted Conservation lighting, it would not be democratic for the Council to undertake something as large and expensive as this. Cllr Bloomfield asked if this project could be revisited.

15/005/b SCC Health & Wellbeing Grant

The Clerk confirmed that she had received a cheque for £400 to be put towards a defibrillator. She was still waiting for some quotes but will chase the company. Cllr Bloomfield questioned how the amount of money was determined by Somerset County Council. This was a question for the County Councillor.

15/005/c South West Bus Service Petition

The Clerk confirmed that she had collected the petition and that there were 294 signatures. It was agreed to forward this onto Somerset County Council with a covering letter. Cllr Spearpoint said that the bus service could be safe as other routes were more likely to go.

Action Clerk

15/006 DISTRICT & COUNTY COUNCILLORS:

15/006/a Sylvia Seal – District Councillor:

Cllr Seal gave her report:

- the Inspector had signed off all the modification to the Local Plan and had found the Plan sound;
- there was an email scam being circulated regarding the non-payment of Council Tax bills. Cllr Seal said that it has been reported in the Western Gazette and asked if it could be put into the newsletter;
- grants for flooding issues have been extended and that residents can still apply;
- there is a 0.7% decrease in Jobseekers making it the lowest level since 2011
- there has been a theft from a vehicle on Ham Hill. Cllr Seal asked if a reminder could be put in the newsletter about not leaving items unattended. *Action Clerk*

15/006/b John Bailey – County Councillor:

No report this month as the Councillor was away on holiday.

15/007 FINANCE:

15/007/a Matters for Report

i) Quarterly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation report as at 31st December 2014

Current Account	£ 100.00
Business Reserve Account	£ 113,052.71

Asset Management Reserve Account	£ 19,816.30
Sports & Recreation Trust Reserve Account	£ 9,608.06
Total	£ 142,577.07
Outstanding Cheques	£ 2,148.75
Total as Cash Book	£ 140,428.32

The Clerk pointed out that all monies held in the Sports & Recreation Assets and the Asset Management reserve accounts which total £29,424.36 are ring-fenced for specific purposes. The bequest of £1,000 is also ring-fenced and a new reserve account for the Memorial Hall is being set up. The amount agreed will match that of the Sports and Recreation Trust account. The total amount currently ring-fenced is £40,032.42.

ii) Quarterly Budget Comparison

The Clerk distributed the Comparison of Budget report to all members. The report shows the annual budget and the expenditure for the financial year 2014/15. The report does not include the annual payments into the Sports & Recreation Assets and Asset Management reserve accounts. The report shows that all areas with exception of four are showing an under spend; the areas showing an over spend are: Staffing Costs by £1,157.82, Grants & Donations by £147.60, Property Maintenance by £3,027.39 and Subscriptions by £272.56. The grants & donations and the Insurance will even out over the year but the subscriptions will be over budget this year as the SALC invoice for 2013/14 was not received and paid until this financial year. The Staffing Cost will also be over budget for the whole year due to an increase in staff hours and additional pay for hours work over the contracted amount. Against the budget set for 2014/15 for the third quarter there has been a total underspend of £22,021.28.

iii) Council Tax Support Grant

The Clerk said that she had received confirmation of the Council Tax Support grant from South Somerset District Council. The amount allocated for 2015/16 is £4,125. This is a decrease of £1,150 on last year's grant. The Clerk said that it had been agreed to keep the precept at its current level of £49,195 therefore the equivalent Band D charge for 2015/16 would be £72.86. This is a decrease on last year's Band D charge of 43p.

15/007/b Matters for Resolution

i) Cheques Payable:

Sarah Moore	Expenses December	£ 49.85	<i>Chq 1937</i>
Stable Print	January Newsletters	£ 190.00	<i>Chq 1938</i>
Stoke sub Hamdon			
Memorial Hall	Grant for Insurance	£ 954.37	<i>Chq 1939</i>
Barry Gosney	Repairs to Swings	£ 150.00	<i>Chq 1940</i>
HMRC	3 rd Qtr. Income Tax	£ 280.80	<i>Chq1941</i>
	Total	£ 1,625.02	

Proposed: Cllr Middleton Seconded: Cllr Hall agreed unanimously

ii) Other:

None declared.

15/008 PLANNING:

15/008/a Parish Planning Committee Feedback on Applications:

APP/R3325/C/14/3000142 – Appeal against Enforcement Notice – Westend Stores, West Street, Stoke sub Hamdon – a letter had been sent to the Planning Inspectorate objecting

the appeal. Cllr Brooks asked Cllr Seal what the timescale was regarding a decision. Cllr Seal said that she would find out.

Action Cllr Seal

14/05319/FUL – Demolition of existing nursery buildings and erection of 11 houses and associated access works (revised scheme) – Land adjoining Woodside, Montacute Road, East Stoke, Stoke sub Hamdon – objections were raised in respect of the amount of traffic that would be using the entrance off Montacute Road which is also the access for the Co-Op store, the fact that the road is too narrow and the lack of pavement on both sides. It was considered that the entrance to the main road would be dangerous and there was question to the safety of any pedestrians.

15/008/b Planning Decisions and Reports:

14/04900/TPO – Application to pollard a Horse Chestnut tree within the SSDC Tree Preservation Order (STHA 1) 1998 – 8 Brocks Mount, Stoke sub Hamdon TA14 6PJ - this application was granted.

14/05213/FUL – First floor extension and alterations to roof – Little Ham Cottage, East Stoke, Stoke sub Hamdon TA14 6UF – this application was granted subject to four conditions.

15/009 POLICY REVIEW:

Cllr Brooks explained that a review of proposed Policy on Recording of Meetings, and appropriate Procedures had already been circulated to all members and asked for comments. Cllr Bloomfield referred to the point on social media and did not think there was a requirement. Cllr Brooks said that it was important that the general public knew that all comments must be published in context. Cllr Seal said that the public must ask permission to record a meeting and permission can be refused. Cllr Seal also stated that if a meeting is being recorded then the Parish Council needs to make their own recording as well so there is an unedited version of proceedings. Cllr Bevan said that as this policy had been inspected by SSDC's legal team then he proposed that the policy should be adopted. Following a discussion it was agreed that the public must give 24 hours' notice to the Clerk if they wish to record a meeting.

Proposed: Cllr Bevan Seconded: Cllr Spearpoint Agreed unanimously

Cllr Bevan proposed that the Clerk purchase a suitable digital recorder. Cllr Spearpoint modified the proposal by adding that the Clerk is nominated to use it in meetings. *Action Clerk*

Proposed: Cllr Bevan Seconded: Cllr Spearpoint Agreed unanimously

15/010 SPORTS & LEISURE:

15/010/a Memorial Hall and Grounds:

None declared

15/010/b Sports and Recreation Trust:

The Chairman of the Sports and Recreation Trust gave a presentation to support his letter for the request of the annual grant of £2,000 toward the maintenance of the recreation ground and the annual grant of £712.42 for the insurance for the pavilion. Cllr Bevan proposed that the amount was paid in full and commented on the improvements and progress in the Trust's work over the last 10 years.

Proposed: Cllr Bevan Seconded: Cllr Bloomfield Agreed unanimously

The Chairman of the Sports and Recreation Trust thanked the Parish Council and said that he would be coming to the next meeting to discuss possible funding towards the new adventure playground. The Sports and Recreation Trust have already set aside £10,000 towards this venture and £2,000 towards an outside gym.

15/010/c Hamdon Youth Group:

Cllr Spearpoint said that he will be asking the Parish Council for funding for a project which will enable the youth to help tidy up the village.

Cllr Seal said that the Hamdon Youth Group is keen on forming a Youth Council.

15/010/d Adventure Playground:

Cllr Merrick said that the adventure playground is aimed for children 8 years and over.

15/010/e Any Other Issues:

None declared.

15/011 **VILLAGE ENVIRONMENT:**

15/011/a Street Lighting:

None declared

15/011/b Allotments:

The Clerk said that the rent reminders letters would be sent out shortly.

15/011/c Footpaths:

The Clerk mentioned that she had been corresponding with a resident in Princes Close regarding the footpath (Dannings Well) that leads down to Matts Lane. The resident had reported that an elderly resident had fallen just inside the gate that leads into Princes Close and had asked what the Parish Council could do to resolve the slippery conditions. As the footpath goes from Matts Lane up to the field known as 'The Shelves' and not via Princes Close, the area in question is not the responsibility of the Parish Council and residents have been advised to take an alternative route.

15/011/d Highways and Transport:

Cllr Bevan expressed his disappointment with Somerset County Council regarding the notification of the dates of the road closure in High Street/East Stoke/Windsor Lane and said that Somerset County Council need to be informed. The Parish Council was informed that the road would be closed from 5th January and it will not be closed until the 19th January.

Cllr Bevan also commented that the sign for the school is still on the bank and the slow signs have been totally erased. This has proved dangerous as there have been at least two vehicles spinning off the road.

Cllr Spearpoint said that the jetting vehicles had cleared the drains in West Street twice before Christmas but did not bother to clear the drains/gullies by the recreation ground. This area floods when there is heavy rain. It was agreed to write to Somerset County Council regarding all these points.

Action Clerk

The Clerk informed members that a resident had sent an email to the fire department regarding the problem of parking in The Pound especially during 'school run' times. Unfortunately the width of the road was not taken into account when the newer properties were built and due to the age of the other properties parking facilities are not available and the residents have no option but to park on the road.

15/011/e Crime and Anti-Social Behaviour:

The PCSO reported that there were no anti-social behaviour issues. There was a house burglary in December but there are no suspects. At the beginning of January a trailer was stolen in Norton; this investigation is still on going. There was also a theft from a vehicle on Ham Hill but there were no witnesses

The Clerk mentioned the large trench that had been dug in the copse in Matts Lane. The Clerk said that the Duchy of Cornwall had been notified.

15/011/f Any Other Issues:

Cllr Brooks said that some action was needed regarding the Flooding Group and asked for two or three other people to help put in some procedures, which she would lead. The Parish Council needs to have formal procedures in place so there needs to be probably four meetings for mapping out and to ascertain where the drains, water courses etc. are. Cllr Brooks said that she had already sourced an Emergency Plan Procedures document for councils. Cllr Spearpoint said that someone with local knowledge was needed and it was agreed for a request to go into the newsletter.

Action Clerk

15/012 **CORRESPONDENCE:**

A letter had been received regarding the overgrown trees on the hill obstructing the view and the monument. The letter was passed to Cllr Seal who agreed to speak to the rangers.

Action Cllr Seal

(Cllr Bloomfield left the meeting)

Cllr Seal said that the 'no parking' sign exceeds the size permitted by planning regulations. Cllr Brooks said that she would speak with the resident as they are probably unaware of the size restrictions.

Action Cllr Brooks

15/013 MEMBERS' REPORTS:

Cllr Spearpoint enquired about the pruning of the trees outside the recreation ground in West Street and stated that they needed to be cut back by around 15ft. The Clerk said that she would arrange some quotations.

Action Clerk

Cllr Middleton asked for an up to date Councillor list.

Action Clerk

Cllr Merrick stated that the Sports and Recreation Trust AGM was on 3rd February at 7.30pm in Stoke Working Men's Club.

15/014 ITEMS FOR FUTURE AGENDAS:

None declared.

There being no further business the meeting was closed at 9.25pm and the next meeting will be held on Tuesday, 10th February 2015 at 7pm.