

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 4TH JANUARY 2017 IN THE MEMORIAL HALL

17/001/a PRESENT:

Members: Mrs Barbara Brooks (Chairman), Mr Hugh Donovan (Vice-Chairman), Mr Brian Evans, Mrs Caroline Freeman, Mrs Marilyn Hart, Mr Robert Manning, Mrs Rebecca Merrick, Mr Graham Middleton and Mr Malcolm Uhlhorn

Others: Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), Mr John Bailey (County Councillor) and 1 member of the public

17/001/b APOLOGIES:

Mr Neil Bloomfield

Cllr Evans had sent his apologies as he would be late to the meeting due to work commitments.

17/002 DECLARATION OF INTEREST:

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

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

17/003 CO-OPTION:

It was agreed to postpone the co-option until the following month.

17/004 PUBLIC SESSION:

No comments given

17/005 MINUTES OF PREVIOUS MEETING:

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

Proposed: Cllr Hart Seconded: Cllr Merrick agreed unanimously

17/006 MATTERS ARISING FROM MINUTES:

17/006/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Noticeboard – it was agreed to get Stuart Taylor to refurbish and move the old noticeboard.

Proposed: Cllr Brooks Seconded: Cllr Merrick agreed unanimously

The Clerk commented that as the quote was over 60 days old a new quotation may be required.

Action Clerk

- ii) Defibrillator Training – The Clerk asked if members wanted her to arrange the defibrillator training for some time in the Spring. A discussion was held on whether it was required due to the primary school previously arranging a community training session and what training was held after the defibrillator was installed at the recreation ground. It was agreed that Cllr Merrick check with the football teams and then the Clerk could contact HeartStart.

Action Cllr Merrick & Clerk

- iii) Cutting back of the Elder tree in Tunwell Lane – The Clerk explained that quotes were to be obtained from a tree surgeon along with the quotes for the trees in the Memorial Hall but the residents has complained again. It was agreed that the Clerk and Cllr Donovan would meet the next day and Cllr Donovan agreed to get the tree cut back.

Action Cllr Donovan & Clerk

- iv) Brown Highway Sign at the bottom of North Street – This has previously been reported to Highways. Cllr Bailey asked to be included in the emails and he would liaise with Highways. **Action Cllr Bailey**
- v) Swing Seat – The Clerk explained that she was waiting for the second swing seat to be delivered. Cllr Uhlhorn agreed to fit them both once they had all been delivered. *(Cllr Evans arrived)*
- vi) North Street Allotment Steps – Cllr Donovan reported that cleaning the steps would not eradicate the problem and said that a handrail would be required. Cllr Donovan also mentioned that a mini digger would be required to dig out the bank in Whirligig Lane and Tunwell Lane.
- vii) Cllr Uhlhorn said that the drawing for the replacement trees in the Memorial Hall grounds was in progress.
- viii) Wi-Fi to Memorial hall – Cllr Brooks said that BT arrived to install a telephone line but not the new telegraph pole. Cllr Bloomfield had sent a message stating that he will be meeting with the surveyor regarding the new telegraph pole on his return. **Action Cllr Bloomfield**
- ix) Damaged Stile – The Clerk reported that the stile had originally been reported in September 2016 and had not yet been repaired. Somerset County Council Rights of Way said that they would be carrying out an inspection sometime in January.
- x) Neighbourhood Watch – Cllr Brooks said that the village currently has only one self-administered Neighbourhood Watch scheme in North Street. The Clerk said that the police would need to be contacted in order to arrange a village wide scheme

17/006/b HR Working Party Committee

Cllr Brooks said that a HR working party needed to be set up. It was agreed that the working party would consist of Cllrs Brooks, Donovan, Hart and Merrick.

17/007 DISTRICT & COUNTY COUNCILLORS:

17/007/a Sylvia Seal – District Councillor

Cllr Seal gave her report which covered:

- Ham Hill – renovation of the education centre, Friends of Ham Hill source funding for projects such as the geology trail, have assisted in opening up new areas of the park and help with the Winter clean up. Cllr Seal said that all the country parks could not survive without the volunteers and that volunteers have helped out on 2,800 days
- The new Westland complex will be opening on 9th January. There will be taster days on the weekend of the 7th and 8th January.
- The district executive will be discussing the Council Tax Support Scheme and the policy to give grants/loans to the private sector housing for certain home improvements.
- Homelessness is becoming an issue in South Somerset and officers are working to prepare a new homelessness strategy.

17/007/b John Bailey – County Councillor:

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

17/008 SPORTS AND RECREATION TRUST REPORT:

All members had received copies of the Inspection report, the Project Plan 2017 and the Facilities Management Plan 2017. No discussion was held.

Cllr Hart gave a report on the topics raised at the recent Trust meeting.

- The main item under the financial report was the cost of the maintenance of the pitches and the recreation ground as a whole. It is possible that the Trust will ask for an increase to the annual maintenance grant. Cllr Hart explained that the running costs exceed the amount of income for that area

(Cllr Bailey left the meeting)

17/009 SPORTS & LEISURE:

17/009/a Community Right to Bid:

Cllr Brooks reported that there had been no response as yet.

17/009/b Hamdon Youth Group:

No report given.

(Cllr Seal left the meeting)

17/009/c Memorial Hall and Grounds:

No report given.

17/009/d Play Areas:

Cllr Uhlhorn gave the play inspection report. He stated that it appeared that there had been further vandalism to the play area at Stonehill and that the seesaw needed a replacement cap. Cllr Brooks commented that the new play equipment cost the parish £40,000 and it was disappointing that it was being vandalised. It was agreed to contact Yarlinton to find out if they could possibly talk to their residents and to put an article in the newsletter. A discussion was also held about possibly removing the play equipment on health and safety grounds.

(Cllr Evans left the meeting)

It was agreed to get a sign stating the Parish Council's contact details.

Action Clerk

17/009/e Any Other Issues:

Cllr Brooks said that Stoke Performing Arts Group were holding a play in the Spring and had asked for a grant to cover the cost of hiring the hall for the rehearsals and the play which would amount to £282. Councillors agreed to support this community event.

Proposed: Cllr Donovan Seconded: Cllr Hart 4 agreed; 2 abstained

17/010 **VILLAGE ENVIRONMENT:**

17/010/a Allotments

The Clerk said that the rent reminders letters would be going out this month. Cllr Donovan enquired on how many vacant plots there were. The Clerk said there were no vacancies in North Street and a few on the other sites but she would have a better idea once the rents had been paid. Once this has been ascertained it was agreed to put an article in the newsletter.

Action Clerk

The Clerk reported that she had received a quotation for the repair to the grate at Tunwell. This was from Designs on Iron and the cost was £50. The Clerk said that she had discussed this with Cllr Brooks and had instructed the contractor to proceed.

17/010/b Community Emergency Plan:

No report given.

17/010/c Crime and Anti-Social Behaviour:

No report given.

17/010/d Footpaths:

This item was discussed under *Minute ref: 17/006/a (ix)*

17/010/e Ground Maintenance:

Cllr Uhlhorn thanked the Clerk for her assistance with the tenders. Cllr explained that the tender for the ground maintenance was for a three year period and that four contractors had responded. Cllr Uhlhorn explained that in order to make a recommendation to the council he not only looked at the prices but the quality of the tender i.e. information given and personal discussions with the contractors. The overall prices for the three years are:

- | | |
|--|------------------|
| • Garden, Farm & Country Services (current contractor) | £16,239 excl VAT |
| • K M Dike/Halcyon Landscapes | £18,418 excl VAT |
| • Countrywide Ground Maintenance | £24,180 excl VAT |
| • The Landscape Group | £14,798 excl VAT |

(Cllr Evans re-joined the meeting)

Cllr Uhlhorn recommended Countrywide Ground Maintenance and commented that they were will to negotiate the price. Cllr Merrick proposed to accept the tender from Countrywide Ground Maintenance with the proviso that the figure is renegotiated.

Proposed: Cllr Merrick Seconded: Cllr Donovan agreed unanimously

It was agreed that the Cllrs Uhlhorn and Donovan along with the Clerk would meet with the contractor and Cllr Brooks suggested that Cllr Uhlhorn be given delegated authority to approve the contract once the figure had been renegotiated.

17/010/f Highways and Transport:

No report given.

17/010/g Street Lighting

No report.

17/010/h Any Other Issues:

Cllr Evans said that the Friends of Ham Hill would like to get the fountain at the top of Ham Hill restored but they did not know who was maintaining the grass area around it. Cllr Evans said that it was not the rangers and the Clerk confirmed that it was not the parish's contractor. Cllr Brooks suggested putting an article in the newsletter and enquiries would be made around the village.

The Clerk said that St Mary's Church have asked for a grant towards the upkeep of the churchyard. They are asking for 50% of the cost incurred which would amount to £824.

Proposed: Cllr Merrick Seconded: Cllr Brooks agreed unanimously

17/011 **FINANCE:**

17/011/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation report as at 31st December 2016

Current Account	£ 100.00
Business Reserve Account	£ 80,402.99
Sports & Recreation Trust Reserve Account	£ 14,416.15
Asset Management Reserve Account	£ 27,235.69
Total	£ 122,154.83
Outstanding Transfers	(£ 882.55)
Outstanding Cheques	(£ 3,837.77)
Total as Cash Book	£ 117,434.51

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 £41,651.84 are ring-fenced for specific purposes.

ii) Quarterly Budget Comparison

The Comparison of Budget report as at 31st December 2016 had been circulated to all members. The report shows the annual budget for 2016/17 and the actual spend to date. The report does not include the annual payments into the Sports & Recreation Assets and Asset Management reserve accounts.

Projects ring-fenced from the previous financial year which are yet to be completed are:

Relocation of Existing Noticeboard	TBA
Memorial Hall Refurbishment	£ 18,154.00
Estimated Total:	£ 20,000.00
<i>(on figures currently available)</i>	

iii) NatWest

- iv) Cllr Uhlhorn reported that NatWest had contacted him stating that there was a query with Cllr Merrick's signature on the signatory form that he had submitted and he had asked them to contact the Clerk. The Clerk said that they had not contacted her yet.

17/011/b Matters for Resolution

i) Cheques Payable:

Sarah Moore	Expenses for December	£	47.62	Chq 2068
Stable Print & Design Ltd	January Newsletters & Compliment Slips	£	238.00	Chq 2069
A.J. White	Groundsman December	£	440.00	Chq 2070
Wicksteed Leisure	1 x Swing Seat - Stonehill	£	61.80	Chq 2071
Smith of Derby	URC Clock Service	£	260.40	Chq 2072
HMRC	3 rd Qtr Income Tax	£	198.20	Chq 2073
 <i>Local Government Act 1972 s.137</i>				
St Mary's Church	Youth Club Grant	£	456.00	Chq 2074
Little Fishes Baby and Toddler Group	Grant for Equipment & Hire	£	<u>250.00</u>	Chq 2075
		Total	£1,952.02	

Proposed: Cllr Donovan Seconded: Cllr Manning agreed unanimously

Cheque no. 2075 (Little Fishes Baby and Toddler Group) was passed to Cllr Brooks.

ii) Other:

Budget and Precept Setting 2017/18: The Finance Committee held its meeting on 15th December 2016 to discuss the precept requirement for 2017/18. Minutes of that meeting along with the draft budget and expenditure breakdown had been passed to each member for consideration. Cllr Donovan explained the budget figures and reported that there had been a further reduction to the Council Support grant to £1,190 and this grant would be phased out by 2019/20. Cllr Donovan said that in light of the current economic climate the Finance Committee recommend that the Band D charge should remain at its current level of £76.79. The precept will increase slightly to £53,722 due to an increase in the Tax Base rate from 690.23 to 699.60.

The budget was approved

Proposed: Cllr Manning Seconded: Cllr Donovan agreed unanimously

The precept requirement for 2017/18 was approved

Proposed: Cllr Donovan Seconded: Cllr Brooks agreed unanimously

The Minutes of the Finance meeting were signed and approved.

Proposed: Cllr Middleton Seconded: Cllr Brooks 3 agreed; 4 abstained

Cllr Donovan stated that the Finance Committee reserve the right to adjust the budget lines as required during the year in line with normal practice.

17/012 **PLANNING:**

17/012/a Planning Information:

No report.

17/012/b Parish Planning Committee Feedback on Applications:

16/04851/S73 – variation of conditions of planning application 13/03622/FUL to referred amended plans and details of materials, levels, ecology works, lighting, access arrangements, drainage and construction management and variation of trigger point of landscaping – land west of Stanchester Academy, Montacute Road, Stoke sub Hamdon TA14 6UG – Objections were raised on the following proposed amendments:

i) Drainage arrangements (Condition 11)

East Stoke has a known surface water drainage problem from the bend at East Stoke Lodge next to the new development, running downhill to East Stoke Road and Windsor Lane, where houses flood each year in heavy rain due to incapacity. This area has already been flagged this year by the Flood Risk Management Team, and is under current examination, and unless viable drainage systems are put in place, this new development of 18 houses at Stanchester will only exacerbate this problem to an unacceptable degree. We note that the Sustainable Drainage Officer at the Flood Risk Management Team, is also objecting to the drainage arrangements in her response of 6 December, and we support her comments.

In addition, the other proposed housing development of 14 houses by Stonewater behind the Co-op (nearly opposite this site) will add to the surface water and drainage problem, and this council has already raised this last month with Planning at 16/04061/FUL. We therefore OBJECT to this application at this time until sufficiently acceptable and effective drainage arrangements are agreed.

ii) Change of external building materials – walls. (Condition 3 (5461-P-5000)). We

note that external building materials have changed from hamstone/ashlar stone/buff brick in the original two applications, which were in keeping with a hamstone village, to now a mix of dark red brick, mottled brick and split faced stone walling. Of the 18 houses, only 4 (20%) are now a natural stone colour. The developer is proposing to have two of the dark red brick houses immediately facing Montacute Road which is directly in the eye line and totally out of keeping with the majority of houses in the village. As a result the street scene is significantly changed to the detriment of the village, which is a hamstone village with a Conservation Area at its heart. Councillors would wish to see nearer a 50% balance of the natural stone, more buff brick and no dark red brick houses facing the front eye line of the main road.

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

Proposed: Cllr Merrick Seconded: Cllr Manning agreed unanimously

17/012/c Planning Decisions and Reports:

16/04061/FUL – demolition of existing nursery buildings and erection of 14 houses with associated access (amended plans/additional information) Land adjoining Woodside, Montacute Road, East Stoke TA14 6UQ – Granted

16/04345/FUL - removal of existing fixed floodlighting and associated wiring systems and replacement with 6 no 7m high lighting masts each with 2 no 300 watt LED floodlights, and with associated wiring systems – Recreation Ground, West Street, Stoke sub Hamdon TA14 6QE – Granted

16/05091/PDE – proposed extension (i) the proposed extension beyond the rear wall of the existing dwelling is 5 metres; (ii) the maximum height of the proposed extension is 3.2 metres; (iii) the height of the eaves of the proposed extension is 2.9 metres – 4 Windsor Lane, Stoke sub Hamdon TA14 6UE - Granted

17/013 CORRESPONDENCE:

None

17/014 MEMBERS' & CLERK'S REPORTS:

Cllr Middleton mentioned that dog owners are putting their dog's mess in the bin by the telephone box in West Street instead of the new dog waste bin near the entrance to the Memorial Hall grounds. It was agreed to mention this in the newsletter.

17/015 ITEMS FOR FUTURE AGENDAS:

Co-Option.

There being no further business the meeting was closed at 9.10pm. The next meeting will be held on Wednesday, 1st February 2017 at 7pm.