

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 5TH JULY 2017 IN THE MEMORIAL HALL

17/088/a PRESENT:

Members: Mr Hugh Donovan (Acting-Chairman), Mr Neil Bloomfield (Parish Councillor & County Councillor), Mr Brian Evans, Mrs Rebecca Merrick and Mr Malcolm Uhlhorn

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

17/088/b APOLOGIES:

Mrs Barbara Brooks (Chairman), Mr Andy Dawe, Mrs Caroline Freeman, Mr Robert Manning, Mr Graham Middleton

The Clerk stated for the benefit of the members of the public that the meeting was being recorded and if there were any objections to being recorded then members of the public needed to declare this. There were no objections

17/089 DECLARATION OF INTEREST:

Cllr Merrick declared an interest in the Sports & Recreation Trust and the Memorial Hall.

Cllr Uhlhorn declared an interest in matters relating to the Memorial Hall.

Cllr Evans declared an interest in matters relating to the Hamdon Youth Group, Sports & Recreation Trust, Stoke Working Men's Club, Stoke Performing Arts Group and the Friends of Ham Hill.

17/090 PUBLIC SESSION:

Cllr Donovan said that the signing of the cheques would be brought forward as Cllr Bloomfield needed to leave the meeting early. Cllr Donovan said that he was now a signatory for the account so there were sufficient signatories for tonight's meeting.

Sarah Moore	Expenses for June	£	20.90	Chq 2105
Stable Print & Design Ltd	July Newsletters	£	190.00	Chq 2106
Countrywide Ground				
Maintenance	Ground Maintenance - April	£	655.20	Chq 2107
HMRC	PAYE 1 st Quarter	£	386.80	Chq 2108
Hamdon Youth Group	Annual Grant		<u>£ 3,250.00</u>	Chq 2109
	Total	£	4,502.90	

Post-dated payments to be made as there is no meeting in August in accordance with the resolution passed on 13th September 2011 (see *Minute Ref: 11/128/c*)

Stable Print & Design Ltd	August Newsletters	£	190.00	Chq 2110
Countrywide Ground				
Maintenance	Ground Maintenance – July	£	<u>655.20</u>	Chq 2111
	Total	£	845.20	

Proposed: Cllr Uhlhorn Seconded: Cllr Evans agreed unanimously

(Cllr Bloomfield left the meeting)

A resident said that part of East Stoke is within the St Michaels Ward and not Hamdon Ward and queried whether the parish council had contacted the Ward councillor, Jo Roundell Greene, regarding the Section 106 funding agreements for both developments. He was concerned that Cllr Roundell Greene may want some of the S106 funding to be spent elsewhere such as Montacute. The resident felt this was particularly relevant as a planning

application had been submitted to modify the S106 agreement for the development on the land next to Stanchester Academy. Cllr Donovan confirmed that the parish council had not been in contact with Cllr Roundell Greene but had been in contact with SSDC regarding registering the parish's interest in the distribution of the S106 funding. Cllr Seal stated that the money is allocated on an assessment of needs in a particular area which must fit certain criteria and that criterion is looked at by the Cultural and Leisure team at SSDC. Cllr Donovan commented that the parish council has carried out everything necessary to its best ability in order to get funding for this parish.

Cllr Donovan commented that members of the planning working party met with SSDC Planning department and during discussions they expressed how unhappy they were with the proposed changes to the development in East Stoke. Cllr Seal said there was also discussion regarding the change of materials, the village survey and the S106 agreement which has been taken on board and will be noted in the planning department for further developments in Stoke sub Hamdon. Cllr Seal also said there should be negotiations with the parish council should anyone in future want to change materials to a first planning application.

Cllr Donovan expressed concern that larger developers were able to change the type/quality of the materials used but private individuals cannot and that it seemed to be sheer political pressure that the District Council are put under regarding development and this overrides what the local residents want. Cllr Donovan stated that it is now fundamentally clear that the parish council will have to fight to ensure that the right materials at the beginning of the project are used and there on in nothing changes so that the village is safeguarded for future generations. He also stated that it would set a precedent for any further development within the community. Cllr Donovan thanked Cllr Seal for organising the meeting which proved to be very productive. Cllr Seal pointed out that there is a Government directive for houses to be built in order to meet the demand. Cllr Seal also stated that the comment regarding private individuals not being able to change materials was not strictly correct and that this would be a matter for negotiation. With regard to a larger developer, if the planning committee refused an application the developer is likely to take it to appeal and for an authority to have constant appeals against them is not a good use of public money. Also, the planning inspector would, when examining the appeal, only put the weight on planning law and look at whether an application fits within planning law.

Cllr Donovan commented that the developer had made the commitment to buy from another developer so were fully aware of all the details and these should have been costed accordingly.

The resident also expressed his concern that there was no longer a specific parish councillor for East Stoke in the St Michael Ward. The Clerk interjected that the councillor designated for East Stoke did not necessarily have to live in the St Michael Ward area and that the designated councillor for that area was Cllr Dawe. The resident felt that this area of Stoke was being ignored especially as it had been promised that a notice board would be erected. The Clerk confirmed that despite the delay the contractor had refurbished the noticeboard and it should be installed within the week.

17/091 MINUTES OF PREVIOUS MEETING:

Cllr Donovan said correspondence had been received from Cllrs Bloomfield and Middleton. The Clerk said that comments from Cllr Middleton were mainly statements rather than amendments to the minutes and these were:

Minute ref: 17/075 – the parish council's record policy is in breach of The Openness of Local Government Bodies Regulations 2014. The council's policy states that requests should be sent 24 hours prior to a meeting but it should read that the chairman should be notified prior to the meeting.

Minute ref: 17/078/a – It was minuted that Cllr Middleton requested a copy of the full structural survey of the church but as yet he had not received it. A copy has been provided. Amendments to the previous minutes are:

Minute ref: 17/077/a – The sentence ‘Cllrs Brooks & Donovan refused to allow either Cllrs Bloomfield or Middleton to respond to the statement read out by Cllr Donovan.’ was added.

Minute ref: 17/077/a - The word ‘defamatory’ was removed and replaced by ‘to remove any comment that brings the council into disrepute’

Cllr Bloomfield had asked for clarification on where he breached of the code of conduct and after consulting with SSDC’s legal officer the parish council had to retract the statement or make a formal complaint. A discussion was held and it was agreed for the Clerk to get advice from SSDC’s legal officer.

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

Proposed: Cllr Uhlhorn Seconded: Cllr Evans 1 agreed; 1 abstained;

17/092 MATTERS ARISING FROM MINUTES:

17/092/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) The Clerk had contacted HeartStart but no dates had yet been fixed and it was agreed to liaise the football team coaches once a date had been set.
- ii) Broken Brown Highway Sign – The Clerk said that she had asked Cllr Bloomfield to chase up this matter as another complaint had been received from a resident.
Action Cllr Bloomfield
- iii) Handrail for North Street Allotments –Cllr Donovan said that he could possibly get it fixed over the summer break and, said that he would also level off the steps.
Action Cllr Donovan
- iv) Princes Close Turning Bay – The Clerk said that Highways have not replied to this and the Clerk agreed to chase them.
Action Clerk
- v) Play Equipment at Stonehill – The Clerk said that she had submitted the order form and Caloo have also agreed to inspect the tunnel and carry out any repairs when they install the replacement spinner.
- vi) Various Highway issues – The potholes have not yet been filled in along Highway and East Stoke. The painted ‘slow’ sign and other highway issues near Stanchester may not be completed until after the housing development has been completed. **Action Clerk**
- vii) Railings on North Street – The Clerk reported that this will be completed by the 10th July.
- viii) Memorial Hall Bench in the recreation ground – Cllr Merrick reported that this was still ongoing as specific requirements need to be discussed with the resident.
Action Cllr Merrick
- ix) New Councillor Training – An alternative date has been given to Cllr Dawe.
Action Cllr Dawe
- x) Playground Inspection – Cllr Seal said a date will try to be given of when the inspections will be carried out but this is not always possible.
- xi) North Street Allotments – The Clerk said that the letters have gone out regarding the Elder hedge.
Action Clerk
- xii) Noticeboard – The Clerk confirmed that the noticeboard had been refurbished and the contractor had given assurances that it would be install within the week. **Action Clerk**
- xiii) North Street Line Marking – Cllr Donovan reported that the double yellow lines and the line markings around the speed humps have still not been repainted and are now non-existent. The Clerk agreed to chase Highways.
Action Clerk

17/093 DISTRICT & COUNTY COUNCILLORS:

17/093/a Sylvia Seal – District Councillor

Cllr Seal gave her report

- An update was given regarding the planning for West End Stores which was discussed at the Area North meeting on 28th June. The advice from SSDC’s counsel was to grant the CLUED so that a 215 Order could be pursued and that the CLUED will not have a prejudicial result on the 215 Order.

- Darcy Bussell opened the new Westland Sports Centre. There was a tour of the centre and Ms Bussell gave a talk about her career with a Q&A session.
- A Peer Review has been held at SSDC with good results and the feedback will be part of the Transformation process.
- The police have made contact regarding the issue raised by a resident at the last parish council meeting.

Cllr Seal agreed to find out whether a dog bin can be installed opposite the North Street allotment on the corner of Great Field. **Action Cllr Seal**

17/093/b Neil Bloomfield – County Councillor:

No written report had been received but the Clerk said that Cllr Bloomfield had mentioned before the meeting that the small improvement schemes will be available soon.

17/094 **SPORTS AND RECREATION TRUST REPORT:**

17/094/a Inspection Report:

No report received.

17/094/b Adventure Play Area & Outdoor Bid Assessment Report:

Copies of the report had been circulated to all members. Cllr Merrick said that the bidders have been informed and further discussions will be held.

17/094/c Grant Application:

Cllr Donovan suggested that the application for the annual grant is submitted earlier and as there is not a quorum to pass a resolution this will have to be deferred until the September meeting.

17/095 **SPORTS & LEISURE:**

17/095/a Hamdon Youth Centre:

Councillors had been given an update report from Cllr Brooks prior to the meeting. It states that negotiations are continuing on the draft contract, lease and Transfer of Title and, that the requirement for an overage clause of 70% in the event of a future sale/change of use has now been dropped, to be replaced by a much less onerous clause. There was a Listed Building Consent site meeting and the planning officer agreed in principle to 95% of the changes that are proposed to the building. The Area Development Lead (North) officer also attended the meeting and she will be assisting the parish council with our Community Grant application on the disability access issues.

The Architectural Heritage Fund (who are part funding the legal costs) have confirmed that the grant period will be extended for a further six months.

A charitable trust has now been created, called the Hamdon Youth & Family Centre Trust, which will run the Centre, with the initial Trustees being Barbara Brooks, Hugh Donovan and Caroline Freeman. Caroline has kindly volunteered to become Treasurer, and she will now go through the process of setting up a bank account. In due course, once completion has taken place, the leaders of the various youth organisations in the village will be invited to come onto the Management Committee as Trustees.

The Clerk confirmed that she had received the 'hard copy' confirmation of the extension of the loan from the PWLB.

Cllr Donovan said that a publicity film is being developed promoting the Youth Centre which will help with future grants and sponsorship.

17/095/b Hamdon Youth Group:

Cllr Evans said that there a HYG meeting on 11th July.

17/095/c Memorial Hall and Grounds:

Councillors had been sent report from the Memorial Hall Chairman prior to the meeting. The report states that there are two new members on the committee with representatives from SPAG and the May Fayre, making 9 members in total and that it was really good to see more representation from village organisations.

The village hall committee has now got a strategy in place for maintenance and improvement of the property, and has identified a variety of grant funding opportunities for

this, which is being actively pursued. This more proactive stance means that the Hall is moving to a more sustainable and independent future. A fundraising event – a Craft Fair - is being organised in November, and the committee is hoping to hold a Jazz Evening in September as a joint fundraiser for the Memorial Hall and the May Fayre.

The first stage of the improvements will be to the flooring for the main Hall and the stage area and a separate grant application has been submitted to Council for consideration at this meeting. The Clerk confirmed that this is for discussion under Finance.

17/095/d Play Areas:

Cllr Uhlhorn said that there was no inspection report to give. Cllr Uhlhorn confirmed that the grass cutting had been done at Stonehill play area after a complaint had been received from a resident.

17/094/e Any Other Issues:

None declared.

17/096 **VILLAGE ENVIRONMENT:**

17/096/a Allotments

No report given.

17/096/b Community Emergency Plan:

No report given.

17/096/c Crime and Anti-Social Behaviour:

No report given.

17/096/d Footpaths:

The Clerk reported that a resident at Percombe has complained that the footpaths (Y25/7, Y25/8 and Y25/8a) from Percombe to Stoke sub Hamdon are extremely overgrown. The Clerk said that the PPLO had contacted Rights of Way regarding one of these footpaths and that she had logged all of these paths on the County Council's website. **Action Clerk**

17/096/e Ground Maintenance:

Cllr Uhlhorn said that the verge cutting need to be flagged up and that the groundsman should submit a plan of work as he will be required to contact Highways so that traffic lights can be put up. The Clerk mentioned that at the site meeting with the groundsman she had asked for the vegetation to be cut back at the West Street layby especially around the seat as this area was overgrown. Cllr Uhlhorn said that it states in the contract that this area and the bank on Highway should be cut only once a year but this may have to be changed to two cuts a year. Cllr Donovan said that there are certain areas of the village where this would be of benefit. The Clerk added that this was not a problem in previous years as the layby at West Street and the bank at the top of the High Street used to be covered in trees therefore the undergrowth was contained but now the environment has changed. Cllr Uhlhorn suggested asking the groundsman to give a price for an additional cut in these areas. Cllr Donovan said that the image of the village needs improving such as Tunwell Lane and this would need to be discussed at future meetings. **Action Clerk**

Cllr Uhlhorn said that the quotation for the weed spraying had not been received.

17/096/f Highways and Transport:

The Clerk said that she has received a complaint regarding the overgrown visibility splay from Percombe onto the A303 and that she had reported this to Highways England. The resident had also made a request for a slip road to be installed as the exit out onto the A303 was dangerous. It was agreed to raise this with Cllr Bloomfield on whether it could be included in the A358 modification. Cllr Seal suggested that the residents of Percombe write to Highways as well.

17/096/g Street Lighting

No report given.

17/096/h Any Other Issues:

A resident mentioned the village bier which had been recently moved into the United Reform Church and that the History Group will be providing a top for it so that it can be utilised as a table in a community facility.

17/097 FINANCE:

17/097/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 30th June 2017

Current Account	£ 100.00
Business Reserve Account	£ 122,838.21
Sports & Recreation Trust Reserve Account	£ 14,417.47
Asset Management Reserve Account	<u>£ 27,237.02</u>
Total	£ 164,592.70
Outstanding Credits	(£ .60)
Outstanding Transfers	£ 3,451.09
Outstanding Cheques	<u>(£ 2,527.12)</u>
Total as Cash Book	£ 158,613.89

ii) Quarterly Budget Comparison

The Comparison of Budget report as at 30th June had been circulated to all members. The report shows the annual budget for 2017/18 and the actual spend to date. The report does not include the annual payments into the Sports & Recreation Assets and Asset Management reserve accounts.

17/097/b Matters for Resolution

i) Cheques Payable:

See Minute ref: 17/090

ii) Other:

A grant application has been received from Stoke sub Hamdon Memorial Hall committee. The request is for £2,705 which would go towards renovations to the main hall and stage area. This money had been ring-fenced in the previous financial year.

Proposed: Cllr Evans

Seconded: Cllr Uhlhorn

1 agreed; 1 abstained

17/098 PLANNING:

17/098/a Planning Information:

No report given

17/098/b Parish Planning Committee Feedback on Applications:

17/02732/DPO – application to vary S106 agreement between SSDC and Melanie Anne Quantock Shuldhham dated 11th July 2014 relating to affordable housing – Land West of Stanchester Academy, Montacute Road, East Stoke, Stoke sub Hamdon – This application had only just been received and was still with the planning working party for discussion. SSDC require the parish council's response by 17th July. Cllr Donovan said that as discussed at the previous meeting (*see minute ref: 17/084*) this would require an emailed ratification prior to a response being sent.

17/02478/TEA – The installation of a new 15m replica telegraph pole, 2 no. 300m microwave dishes and 2 no. equipment cabinets along with ancillary development – Land off Montacute Road, East Stoke, Stoke sub Hamdon – no observations or objections

17/098/c Planning Decisions and Reports:

i. Reports

17/02412/TCA – notification of intent to fell and replace 1 no. Prunus, 2 no. Horse Chestnut, 1 no. Rowan and 3 no. Bird Cherry, trees within a Conservation area – Memorial Hall Grounds, West Street, Stoke sub Hamdon, TA14 6RJ – It is not proposed to place a TPO on the tree(s) in question and therefore the work proposed may be carried out and needs to be done within two years.

ii. Decisions

17/02240/PDE – Proposed rear extension (i) the projection of the extension beyond the rear wall is 4.4m (ii) the maximum height of the extension is 3.2m (iii) the height of the

eaves of the extension is 2.1m – 25 Kings Road, Stoke sub Hamdon TA14 6QY – Allowed. No permission required.

17/01949/FUL – Erection of a conservatory – Bucklands, Windsor Lane, Stoke sub Hamdon TA14 6UE - Granted

17/02016/LBC – Installation of a wood burner and flue – 16 North Street, Stoke sub Hamdon TA14 6QP - Granted

17/01632/COL – Certificate of Lawfulness for the existing use of site as a mixed use of residential and retail with ancillary storage – West End Stores, West Street, Stoke sub Hamdon TA14 6QL – This was covered under *Minute ref: 17/093/a*

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

Proposed: Cllr Merrick Seconded: Cllr Donovan agreed unanimously

The Clerk said that she had received notification of the new street name for the development behind the Co-Op. SSDC have not selected any of the names that the parish council suggested and have named the area 'Cloudberry Close'. A Cloudberry is a Scandinavian fruit which does not grow in England. It was agreed to ask the reasoning behind this particular name.

17/099 GOVERNANCE:

It was agreed to defer the changes to the Recording Policy until the next meeting. It was also agreed to put the HR and Finance policies on the next agenda.

17/100 CORRESPONDENCE:

The resident had mentioned that the residents of Percombe have never received a parish newsletter. The Clerk said that she had asked the resident if he would be willing to distribute the newsletters to each house but is waiting for a reply.

17/101 MEMBERS' & CLERK'S REPORTS:

Cllr Uhlhorn asked whether we were responding to the Facebook comment mentioned at the last meeting and Cllr Donovan said no as it had been taken down.

17/102 ITEMS FOR FUTURE AGENDAS:

HR Governance, Finance and Recording of Meetings Policy
Grant application for Sports & Recreation Trust.

17/103 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.20pm. The next meeting will be held on Wednesday, 6th September 2017 at 7.00pm.