

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
TUESDAY 14TH JUNE 2016 IN THE MEMORIAL HALL

16/072/a PRESENT:

Members: Mrs Barbara Brooks (Chairman), Mr Hugh Donovan (Vice Chairman), Mr Chris Earl, Mr Brian Evans, Mrs Marilyn Hart, Mrs Rebecca Merrick, and Mr Malcolm Uhlhorn.

Others: Mrs Sylvia Seal (District Councillor), Mr John Bailey (County Councillor), Mrs Sarah Moore (Clerk), Mr John Wolfe, Community Speedwatch and no members of public.

16/072/b APOLOGIES:

Mr Neil Bloomfield, Mr Graham Middleton and the PCSO

16/073 DECLARATION OF INTEREST:

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

16/074 PUBLIC SESSION:

Mr J Wolfe reported that the Community Speedwatch in Stoke sub Hamdon was still operational despite two volunteers having recently left and that he had been co-ordinator since 2003. Cllr Brooks apologised for the confusion and stated that the parish council had been misinformed and were unaware that he was the co-ordinator. Cllr Brooks then thanked Mr Wolfe and the Speedwatch team for all the work they do. Mr Wolfe thanked the Clerk and said that the team has two new volunteers.

(Mr Wolfe left the meeting)

16/075 MINUTES OF PREVIOUS MEETING:

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

Proposed: Cllr Evans Seconded: Cllr Uhlhorn Agreed unanimously

16/076 MATTERS ARISING FROM MINUTES:

16/076/a Defibrillator – Memorial Hall Grounds

The Clerk reported that the defibrillator training had been very successful. Cllr Brooks said that the electrician should be installing the cabinet shortly.

16/076/b Witcombe Valley Stream Project

The Clerk said that she has received an email explaining that the head ranger had been involved in an accident so the Witcombe Valley Stream project along with a number of events has been put on hold until further notice.

16/032 DISTRICT & COUNTY COUNCILLORS:

16/032/a Sylvia Seal – District Councillor:

Cllr Seal gave her report:

- Witcombe Valley Stream project and other events have been shelved for the time being. The planning application for the Witcombe project was successful and hopefully the project will be showcased in September. Only the priority work will be carried out on Ham Hill for the time being.
- An update was given on the enforcement appeal on Legg's Store, West Street
- The contract on the Westland complex has been completed and refurbishment work will commence week beginning 20th June and the conference/entertainment centre will have 900 retractable seats. The entertainment side of the complex will be aimed towards comedy acts and bands so will not compete with the Octagon theatre and

the conferencing facility will provide essential economy for the town and surrounding villages especially hotels and restaurants. The sporting facilities will include a fitness centre, cricket club and bowls.

- Information on the procedure to regain possession of land from unauthorised travellers was passed to the Clerk. The Clerk agreed to forward this information onto the councillors. **Action: Clerk**
- There has been a rise in abandoned vehicles throughout the district.
- The free micro-chipping for dogs will be continued. Owners need to contact the Environmental team at SSDC

Cllr Merrick commented that there is an abandoned vehicle in Brocks Mount but as the road is unadopted the police will not do anything about it.

16/032/b John Bailey – County Councillor:

Cllr Bailey congratulated the organisers of the 'Right Royal Do' celebrations and commented how successful it had been.

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

- Windsor Lane/East Stoke: SCC has investigated the blockage in the drains which appears to be the landowner's responsibility. A letter is being sent to the owners of 9 East Stoke.
- Highways require confirmation from the Parish Council regarding the remit on the bank at the top of the High Street. The Clerk agreed to contact Highways.
- Cllr Brooks asked for an update on the Transport Regulation Orders (TROs). Cllr Bailey said that he is still waiting for a response from SCC and commented that he raises the issues every month at SCC meetings. Cllr Brooks asked whether the Transport Group's proposal to provide potential parking at Castle School during non-school hours to ease the parking in Castle Street had now been agreed by the school. However, Cllr Bailey said that the new school governors had reviewed the situation and the outcome was not favourable. It was agreed to discuss the matter with the headmaster. **Action: Cllr Brooks**

16/078 **SPORTS AND RECREATION TRUST:**

No report had been submitted by the Chairman of the Sports and Recreation Trust. Cllr Merrick asked the Clerk if she had received an inspection report. The Clerk confirmed that she had not.

16/079 **ADOPTION OF STANDING ORDERS:**

The Clerk had circulated the amended Standing Orders. The amendment to Standing Order 8, Voting on Appointments had been approved at the previous month's meeting and it was agreed to adopt the Standing Orders.

Proposed: Cllr Earl

Seconded: Cllr Donovan

agreed unanimously

16/080 **SPORTS AND LEISURE:**

16/080/a **Community Right to Bid:**

EXCLUSION OF PRESS AND PUBLIC

Press and public have been excluded from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business being transacted

A confidential matter was discussed. Details are attached to the minutes for Councillors.

16/080/b **Events 2016:**

i) **The Queen's 90th Birthday Celebrations**

Cllr Brooks reported that the celebrations had gone exceedingly well. Everyone enjoyed the fun and games between the rain showers.

16/080/c **Hamdon Youth Group:**

No report given.

16/080/d Memorial Hall and Grounds:

Cllr Brooks said that she had arranged a meeting with the hall committee.

The Clerk reported that she had asked the groundsman to remove a large patch of brambles at the rear of the hall grounds which is encroaching onto the pathway adjacent the bungalows in Hill View Close. The groundsman has cut away part of the brambles but will deal with this more thoroughly later in the year.

Cllr Merrick reported that the Sports and Recreation Trust have received initial approval from the Memorial Hall Committee regarding the Boules Court subject to seeing the plans.

16/080/e Play Areas:

Cllr Uhlhorn asked whether the insurers had been consulted about the damage to the equipment at Stonehill. The Clerk is waiting for them to get back to her. Cllr Uhlhorn asked whether the volunteer who carries out the regular playground inspections has been trained/is qualified. It was agreed to get clarification on current procedures. *Action: Clerk*

16/080/f Any Other Issues:

None declared.

16/081 VILLAGE ENVIRONMENT:

16/081/a Allotments:

The Clerk reported that she had received a telephone call from a resident who had a verbal altercation with another resident on the allotments. This resulted in the police being called. The resident who telephoned has asked for the parish council to intervene. It was agreed that arguments between residents were not under the remit of the parish council.

16/081/b Community Emergency Plan:

No report given.

16/081/c Crime and Anti-Social Behaviour:

No specific report has been given only a generic report for the whole Hamdon area which covers several parishes. There was a case of arson to a vehicle in Princes Close and a suspected drug incident in the Memorial Hall car park

16/081/d Footpaths:

No report given.

16/081/e Ground Maintenance:

Cllr Uhlhorn said that it appears that some of the work has not been carried out and that he and the Clerk had arranged to make an inspection. Cllr Uhlhorn also thought that the number of cuts stipulated in the contract need to be increased. This will come into force for the new 3 year contract

16/081/f Highways and Transport:

The Clerk reported that she had received a letter from a resident stating that people going to either the doctors or the dentist were parking in front of her garage causing an obstruction. The Clerk said that she had already contacted Highways asking for some form of 'no parking' marking to be painted on the road and was waiting for a reply.

16/081/g Street Lighting:

The Clerk reported that the inspection cover to the street light outside the Working Men's Club was damaged and that she will be reporting it shortly. *Action: Clerk*

16/081/h Other Issues:

None declared.

16/082 FINANCE:

16/082/a Matters for Report

- i) New Pay Scales 2016-18
NALC have announced the new pay scales for Clerks for 2016/17 which are backdated to April 1st and, for 2017/18.
- ii) Letter to NatWest – Change to Direct Debit Instruction
In view of the new pay scales reported on above the Clerk asked for a letter to be signed to amend the direct debit instruction.

iii) Internal Auditor's Report

The internal auditor reported that the Parish Council has adopted and carried out its fiduciary responsibilities. Comments were made regarding the cash balances of £69,034 and that £35,541 was ring-fenced for specific purposes. Also, the VAT refund of £13,720 submitted for the period ended 31st December 2015 had not been received as at year end.

The Clerk explained that the VAT refund has now been received and this will show in the accounts for 2016/17.

16/082/b Cheques for Signature

Sarah Moore	Expenses for May	£ 58.94	Chq 2036
Stable Print & Design Ltd	June Newsletters	£ 190.00	Chq 2037
Notice It Ltd	Supply & install New Noticeboard	£ 2,160.00	Chq 2038
Norton Sub Hamdon			
Reading Room	Hire of Reading Room	£ 9.00	Chq 2039
Came & Company	Parish Council Insurance	£ 741.70	Chq 2040
	Total	£ 3,159.64	

Proposed: Cllr Donovan Seconded: Cllr Evans agreed unanimously

16/082/c Matters for Resolution

i) To adopt Receipts and Payments Accounts and Balance Sheet for 2015/16

The Receipt & Payments Account and Balance Sheet were adopted. These were approved and signed by Chairman and Clerk.

Proposed: Cllr Evans Seconded: Cllr Hart agreed unanimously

ii) To adopt Annual Return and Governance Statement for 2015/16

The Annual Return and Governance Statement for 2015/16 was approved and signed by Chairman and Clerk.

Proposed: Cllr Brooks Seconded: Cllr Donovan agreed unanimously

16/083 PLANNING:

16/083/a Parish Planning Committee Feedback on Applications:

It had been noted that 18 North Street was up for sale and concerns were raised about the house and the annexe being sold separately. The Clerk said that under planning application 14/00860/FUL and 14/00860/LBC the Parish Council's comments were:

"The Parish Council have no observations and no objections provided that nos. 16 & 18 are considered as one property and not sold separately".

The application was recommended for refusal by the planning officer but was subsequently approved by the planning committee. Condition 7 on application no 13/02363/FUL *"The family annexe hereby permitted shall be used by members of the same family household in a manner that is ancillary and incidental to the occupation of the dwelling known as 18 North Street, Stoke sub Hamdon. Under no circumstances shall the annexe be used for rental income or holiday letting."* were superseded by application 14/00860/FUL. No condition on the latter application regarding selling restrictions has been applied.

16/083/b Planning Decisions and Reports:

15/05495/S73 – application to vary conditions 2 (approved plans), 5 (planting scheme), 6 (archaeology), 10 (access), 11 (drainage) 14 (parking & turning) and 16 (visibility splay) of planning permission 13/0622/FUL – Land West of Stanchester Academy, Montacute Road, East Stoke, Stoke sub Hamdon – granted

16/01273/FUL – erection of single storey rear extension with roof lights – 42 West Street, Stoke sub Hamdon TA14 6QG - granted

16/084 CORRESPONDENCE:

A request for a grant towards the cost of activities for the Playdays event in August has been received. It appears to be from SSDC but the email address is a private one. It was agreed to check with Sylvia as to whether this was a SSDC directive and to inquire as to the commercial cost and whether there were other parties giving donations. *Action: Clerk*

16/085 MEMBERS' & CLERK'S REPORTS:

There are still problems with parking too close to the junction and the farm entrance in Windsor Lane causing problems for farm vehicles and lorries. The Clerk agreed to do a letter drop reminding residents to be aware of how they are parking and to be more considerate, and to write to the resident apologising for the delay in responding

Action: Clerk

The Clerk mentioned that Cllr Bloomfield had asked if councillors to consider a new style of poster which reminds dog owners to bag their dog's mess. These posters cost £25 each and the order minimum is 10. Members liked the posters and agreed that they could be effective but thought that they were not value for money.

The Clerk was asked to rearrange the new councillor training with SALC. *Action: Clerk*

16/086 ITEMS FOR FUTURE AGENDAS:

Playday Event.

There being no further business the meeting was closed at 9.40pm. The next meeting will be held on Tuesday, 12th July 2016 at 7.15pm.