

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

17/031/a PRESENT:

Members: Mrs Barbara Brooks (Chairman), Mr Neil Bloomfield, Mr Andy Dawe, Mr Brian Evans, Mrs Caroline Freeman, Mr Graham Middleton and Mr Malcolm Uhlhorn

Others: Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), Mr John Bailey (County Councillor), and 8 members of the public

17/031/b APOLOGIES:

Mr Hugh Donovan (Vice-Chairman), Mr Robert Manning and Mrs Rebecca Merrick

Cllr Brooks informed the council that Cllr Hart had decided to resign due to personal reasons.

17/032 DECLARATION OF INTEREST:

Cllrs Brooks & Uhlhorn declared an interest in matters relating to the Memorial Hall. Cllr Evans declared an interest in matters relating to the Hamdon Youth Group and the Friends of Ham Hill.

17/033 PUBLIC SESSION:

Representatives of the Hamdon Community Arts Project gave a presentation. Some of the representatives were members of the Hamdon Play Group, the Stoke Band, S.P.A.G. and the Charity Shop who form the user groups that currently use the United Reformed Church. They explained that the URC had closed for services in December 2016 and the building is currently being managed by the Synod who will potentially look at selling the building. The users groups have formed a committee that are looking into the possibility of turning the URC into an arts centre so that the building can be retained for community use. The committee will be carrying out a feasibility study and are planning to send out a petition and hold open meetings in April and June to gather ideas from the community. A presentation of these ideas will be held in the church where the committee can ascertain whether there is enough support for this project.

17/034 MINUTES OF PREVIOUS MEETING:

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

Proposed: Cllr Uhlhorn Seconded: Cllr Bloomfield 4 agreed; 1 abstained

17/035 MATTERS ARISING FROM MINUTES:

17/035/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Noticeboard – The Clerk explained that she had contacted the contractor.
- ii) Brown Highway Sign at the bottom of North Street – The information had been forwarded onto Cllr Bailey.
- iii) Swing Seat – The swing seat had been delivered and Cllr Uhlhorn that he would be fitting the seats shortly. **Action Cllr Uhlhorn**
- iv) Advert/Poster for Odd Job Man – Clerk is to put a poster on the noticeboard and Cllr Uhlhorn agreed to provide an article for the April newsletter. **Action Cllr Uhlhorn & Clerk**
- v) Wi-Fi to Memorial hall – Cllr Bloomfield reported the Wi-Fi is being installed on 6th March.
- vi) Neighbourhood Watch – Cllr Brooks said there had been no feedback from residents.
- vii) Vandalism in Stonehill Play Area – The Clerk said that she is still waiting for the proof from Alpha Signs and will chase this up. **Action Clerk**

- viii) Hedge in Tunwell Lane – The Clerk reported that Cllr Donovan is hoping to get this cut back during March. **Action Cllr Donovan**
- ix) Handrail for North Street Allotments – The Clerk reported that Cllr Donovan is waiting for Streetscene to provide a quote on the supply of a handrail or if it is a straightforward job he will complete it himself. **Action Cllr Donovan**
- x) Advertise Vacant Plots – The Clerk said that this would be done once all the rent had been received. **Action Clerk**
- xi) Insurance Claim – it was agreed to check with the insurers the amount of cover for playground equipment. **Action Clerk**
- xii) Princes Close Turning Bay – A resident had contacted Somerset County Council and requested yellow lines to be painted in the turning bay. The Clerk will contact SCC to clarify the situation. **Action Clerk**

17/036 DISTRICT & COUNTY COUNCILLORS:

17/036/a Sylvia Seal – District Councillor

Cllr Seal gave her report which covered:

- Prince Charles made a private visit to his tenants.
- Ham Hill – CCTV on the hill will cover the loop road to the pub and by the rangers' area. This will be part of the pub's CCTV system and will be managed by them. The CCTV will be part funded by the Prince of Wales pub, the quarry, SSDC and Avon & Somerset Police.
- The Citizen's Advice Bureau are raising awareness and educating residents on Scams
- The full council has now set SSDC budget and it is available to view on the SSDC website.
- Yeovil Country Park – the Victorian garden will be restored and a number of events are being held. Cllr Seal agreed to send through a poster for the noticeboard.

Action Cllr Seal

17/036/b John Bailey – County Councillor:

Cllr Bailey's report had been circulated to all members. Cllr Bailey commented on sections of the report:

- East Stoke/Windsor Lane flooding – the SRA have agreed to fund the work in 2017/18 should the funds be available
- Hamdon Youth Group – are applying for benchmarking at Norton so that it will allow them to apply for the SCC grant there.
- Sports 50 – unfortunately there was a poor uptake for this fitness programme so it has now ceased. It was agreed that there were a number of fitness activities already being held in the village.

(Cllrs Seal and Bailey left the meeting)

17/037 SPORTS AND RECREATION TRUST REPORT:

17/037/a Inspection Report:

No report received.

17/038 SPORTS & LEISURE:

17/038/a Hamdon Youth Centre:

Cllr Brooks said that the draft contracts drawn up by the church's lawyers have gone for approval by their Trustees and that the parish council aiming for completion at the end of March. However it is likely that this will be delayed until April and there were concerns regarding the deadline for the drawdown of the Public Works Loan Board funds. Cllr Brooks will check to see whether an extension can be applied. **Action Cllr Brooks**

Cllr Brooks asked for a resolution to enable the Clerk and the Chairman to be able to drawdown the loan and get the direct debit signed and set up if the timing fell outside of a monthly parish council meeting.

Proposed: Cllr Uhlhorn Seconded: Cllr Evans agreed unanimously

Cllr Brooks then went onto explain that the solicitors are now currently carrying out the usual searches on the property and it appears that there is a Chancel Repair liability on the property, which is fairly common in these circumstances. It is easily sorted by a single premium insurance policy and we have asked the sellers to fund this. However, it may well be that the parish council end up doing so but the premium is not likely to be large. Cllr Brooks asked if Cllr Dawe could talk to the insurance company about this. **Action Cllr Dawe**

Cllr Brooks reported that when the parish council considered the setup of the Centre last year, the original idea was for the Parish Council to lease the Centre to the charitable trust at a peppercorn rent, with the objects of the Trust being to manage the Centre under a formal Management Agreement with the Council. Since then it has come to the parish council's attention that there are some cremated remains in the grounds at the front of the church. This means that this small plot of land involved will need to be retained by the church as the freeholder, with a lease (probably the usual 999 year lease) to the council on that bit of land. The remainder of the land and the building is owned by the council as the freeholder. Our solicitors have pointed out that because of this new situation, the council might have to get the church's Trustees to agree to a lease to the Charitable Trust, and they could raise extra costs / charges because of it, or refuse it. This may mean that the council will just have a management agreement in place, not a formal lease. This matter needs to be explored further. **Action Cllr Brooks**

The survey and reinstatement insurance valuation has now been carried out. The survey did not reveal any great surprises other than expect from a building that has not been used extensively over the past 5 years. The only unexpected thing was some small amount of beetle infestation which will require spraying.

Cllr Brooks mentioned that the search fees had to be paid up front and proposed to delegate the Finance Committee to authorise payments up to £1,000 for fees on the Methodist church if these fees fell outside the normal council meeting's timetable.

Proposed: Cllr Brooks Seconded: Cllr Freeman agreed unanimously

It was agreed the Clerk would to email the Finance Committee and 'cc' the remaining parish councillors to agree payment of a fee. **Action Clerk**

The Working Party is now re-convening, starting on Thursday 9 March. It is proposed that this is split into several sub-groups so that they will concentrate on a specific area such as legal matters (conveyance, charitable trust and management agreement), compliance (both building and youth service matters), building repairs and modifications, and fundraising. It is also important that Centre users and residents are involved in this. Cllr Freeman has offered to be the new Treasurer and several people have already offered to help, mainly on the fundraising side. Cllr Donovan has already done some initial rough measuring up in order to progress plans for modifications and the planning processes. The council has asked for a Disability Audit to be done by SSDC and will then apply for a Community Grant towards the necessary works.

Cllr Brooks announced that there had been good press coverage of the successful bid. The Western Gazette included the Press Release in full, the Architectural Heritage Fund (one of the grant funders) put out a Press Release, and BBC Somerset aired a very positive interview on Matt Faulkner's show on Friday 19 February. Notices have gone on the parish noticeboard, the village website and there is an article in this month's newsletter.

It is proposed, with councillors' agreement, that once completion has taken place we hold an Open Afternoon so that people can come and look around and that we put up a display of the plans we have for the Centre.

Cllr Brooks said that she had received a donation of £50 from a resident towards the refurbishments. It was agreed that the Clerk would set up a schedule of donations.

The next meeting of the working party will be held on 16th March.

17/038/b Hamdon Youth Group:

This item was discussed under *Minute ref: 17/036/b*.

17/038/c Memorial Hall and Grounds:

Cllr Uhlhorn reported that the Memorial Hall committee have agreed to the trees so now it can go to planning consent.

Action Clerk

The Clerk said that she had received an email from the Memorial Hall Committee regarding the quarterly costs for the Wi-Fi and Cllr Bloomfield agreed to find out what these would be.

Action Cllr Bloomfield

Cllr Brooks said that the back room of the hall had now been cleared so that there is now another useable room.

17/038/d Play Areas:

No inspection report given.

17/038/e Any Other Issues:

None declared.

17/039 **VILLAGE ENVIRONMENT:**

17/039/a Allotments

The Clerk said that she had received most of the allotment money in and reminders will be sent out at the end of the month.

Action Clerk

17/039/b Community Emergency Plan:

No report given.

17/039/c Crime and Anti-Social Behaviour:

No report given.

17/039/d Footpaths:

No report given

17/039/e Ground Maintenance:

Cllr Uhlhorn said that the new contractor was up and running.

17/039/f Highways and Transport:

The Clerk reported that the A356 from Prophets Lane (A303) to Merriott will be closed for resurfacing.

17/039/g Street Lighting

The Clerk said that the street light outside the Working Men's Club had now been repaired.

17/039/h Any Other Issues:

None declared.

17/040 **FINANCE:**

17/040/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	£	73,795.92
Sports & Recreation Trust Reserve Account	£	14,417.11
Asset Management Reserve Account	£	<u>27,236.34</u>
Total	£	115,549.37
Outstanding Cheques	(£	<u>2,427.52)</u>
Total as Cash Book	£	113,121.85

17/040/b Matters for Resolution

i) Cheques Payable:

Sarah Moore	Expenses for February	£	86.50	<i>Chq 2083</i>
Stable Print & Design Ltd	March Newsletters	£	190.00	<i>Chq 2084</i>
Countrywide Ground Maintenance	Groundsman February	£	655.20	<i>Chq 2085</i>
Duchy of Cornwall	½ Yearly Land Rent –			

Barbara Brooks	Allotments & Rec Ground Surveyor's Report – Methodist Church	£ 816.00 £ 1,200.00	Chq 2086 Chq 2087
Wicksteed Leisure	Swing Seat for Stonehill	£ 61.80	Chq 2088
<i>Local Government Act 1972 Section 137</i>			
Yeovil Shopmobility	Donation	<u>£ 50.00</u>	Chq 2089

Total £1,971.52

Proposed: Cllr Freeman Seconded: Cllr Bloomfield 4 agreed; 1 abstained

The Clerk passed cheque 2078 to Cllr Brooks.

17/041 PLANNING:

17/041/a Planning Information:

West Street Potential Development

The developers asked to meet with the Planning Committee to update us on their village wide consultation process. The committee noted that there had been just 45 responses from the 946 houses contacted. The developer's take on the feedback was that there had been 60.5% approval (but qualified in various ways) to the proposal and 27.1% objecting.

The committee informed him that as a parish council we were keen to maintain the historic link with hamstone in regard to building materials, and that this might be a strong objection from us if building material make up was not sympathetic with the village. Cllr Donovan had carried out a detailed survey on the building materials used for every house in Stoke, so that we now have some factual information to support the link with hamstone. Some initial feedback from survey was shared with the developers indicating a strong preponderance of hamstone material in both old and new houses and that the village did not want to water down that heritage by approving less appropriate materials out of character.

We stressed that our parish council will resist very strongly a situation where the building materials are detrimentally changed in the s.73 application which follows the main planning permission being granted. We agreed to meet with the developers again before the application goes in so that they can lay out their final intentions and to allow us to feedback on the mix of materials proposed.

17/041/b Parish Planning Committee Feedback on Applications:

17/00614/TEA – notification of intent to install a 20 metre column with 2 no 300mm dishes and 3 cabinets and ancillary development – Highway Land, Montacute Road, East Stoke, Stoke sub Hamdon - This application is for the installation of mobile phone equipment on behalf of Vodaphone and O2 on the grass verge immediately in front of the new proposed Stanchester development (near the existing rubbish bin). The installation will certainly improve mobile reception in the area, which would be good for the village. The Committee's concerns are not with the site location itself but we are requesting that the column be disguised as a tree, in view of the proximity to Ham Hill and the view from the hill, and in order to blend in more in the immediate road area. The existing proposals merely require the column to be painted grey and this is not acceptable.

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

Proposed: Cllr Middleton Seconded: Cllr Dawe agreed unanimously

17/041/c Planning Decisions and Reports:

i) Reports

17/00186/FUL – demolition of remnant vacant storage building and construction of 2 no. extra two bed dwellings with access (directly from Great Field Lane) together with landscaping and associated infrastructure - land and buildings, Stoke sub Hamdon – Planners at SSDC have agreed that the s.106 agreement contributions for these two extra houses are appropriate. The Leisure Department has confirmed that a formal request for contribution has been put forward for decision by planners. This would provide an extra £713 for community hall provision, and £1,649 for sports and recreational provision, all triggered by a 50% occupation rate once built.

16/04851/S73 – variation of conditions of 13/03622/FUL to refer to 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, East Stoke, Stoke sub Hamdon

The total potential contributions for the above two sites are £5,705 for community halls and £10,007 for playing pitches/changing rooms. Currently SSDC Planning and the developers are now in negotiation on final figures and how the Unilateral Undertaking should be expressed

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, Stoke sub Hamdon - There are no apparent major movements on these. At Stanchester, developers have provided new drainage proposals following the Flood Management Team objections: no response as yet on their proposals.

ii) Decisions

17/00064/FUL - application to increase 1 picnic table to 2 tables at the Boules Court - Memorial Hall grounds, West Street, Stoke sub Hamdon - Granted

16/05452/FUL – two storey rear extension containing kitchen, bathroom and bedroom – 33 Castle Street, Stoke sub Hamdon TA14 6RF - Refused

17/042 **CORRESPONDENCE:**

i) Friends of Ham Hill – Grant Request towards CCTV

The Friends of Ham Hill are asking if the parish council would give a contribution of £250 towards the installation of CCTV on Ham Hill. The CCTV will cover the primary parking areas on the hill. The police have stated there have been 64 reported crimes on the hill since January 2016, mostly thefts but also sexual assaults and drunk driving. It is felt by rangers and the police that CCTV would improve the situation and the installation would cost £3,319.26. FoHH have submitted a bid to Avon & Somerset Police for the major part of the cost.

Proposed: Cllr Bloomfield Seconded: Cllr Middleton 4 agreed; 1 abstained

ii) 2017 Census Test

The Office of National Statistics has selected South Somerset as a test area for their online test census. This is due to the number of communal establishments such as hotels and bed & breakfasts, as well as second homes (both of which are difficult to record in a census) and, also in terms of population, South Somerset has a large number of residents over 65. As Somerset has a lower reliability of outdoor mobile coverage it will be important for the ONS to test its systems ahead of an online census in 2021. The ONS has asked if we will distribute their article/put in the newsletter asking residents to participate in this test census.

17/043 **MEMBERS' & CLERK'S REPORTS:**

Cllr Middleton mentioned that around £¼ million is available to SSDC to counteract second homes and their impact. SSDC will be arranging a meeting at some stage. Cllr Freeman commented that information on second homes can be sought from Council Tax information. Cllr Brooks said that in order to get some form of quality award for the council several policies/procedures need to be in place and these can be introduced over a period without impacting too much on other projects. Although there are some policies already in place there are a number which to be set up and some work has already been started. Cllr Brooks said that a date is needed to be set for the Annual Parish Meeting. This meeting is held so that residents can bring ideas to the parish council for the coming year and also for the village organisations to give a brief report on their activities over the past year. It was agreed that the meeting would be held on 19th April at 7pm in the Memorial Hall and that refreshments would be laid on.

17/044 ITEMS FOR FUTURE AGENDAS:

None declared.

There being no further business the meeting was closed at 9.25pm. The next meeting will be held on Wednesday, 5th April 2017 at 7pm.