

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 3RD MAY 2017 IN THE MEMORIAL HALL

17/059/a PRESENT:

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

Others: Mrs Sarah Moore (Clerk), Mr John Bailey (County Councillor), and 3 members of the public

17/059/b APOLOGIES:

Mrs Sylvia Seal (District Councillor)

17/060 DECLARATION OF INTEREST:

Cllrs Uhlhorn and Brooks 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. Cllr Evans declared an interest in matters relating to the Hamdon Youth Group and the Friends of Ham Hill. Cllrs Bloomfield and Middleton declared an interest in Planning.

17/061 PUBLIC SESSION:

A resident asked whether the railings at the top of North Street could be repainted. The resident went onto to say that these railings were a gift to the village when the Tiptoft and Becksfield were built. Cllr Donovan said that the railing were galvanised so do not require repainting just cleaning. Cllr Evans suggested the new handymen could do it and it was agreed for the Clerk to contact him. **Action Clerk**

Cllr Brooks said that as Cllr Bailey had to attend another meeting she would move the County Councillor's report forward. Cllr Bailey's report had already been circulated to all councillors. Cllr Bailey said that this would be his last report and thanked the parish council for all their support over the years. Cllr Bailey reviewed a number of issues that he had been involved with over the years and asked the parish council to continue working on those items that were outstanding. Cllr Bailey thanked the parish council for their support with the Hamdon Youth Group.

Cllr Brooks reciprocated Cllr Bailey's thanks and support.

(Cllr Bailey left the meeting)

A resident said that he was interested in the parish council's response to the planning application 17/01632/COL (*See minute ref: 17/069/b*). The resident thought that the parish council were stopping him trading. Cllr Brooks said this was not the case – the council were primarily concerned that there were health and safety issues for the resident and his neighbours because of the amount of stored items in the grounds and were only requesting that the amount of storage is reduced to an acceptable level. Cllr Brooks stated that the parish council could not make any decisions; these were made by SSDC Planning Department. Cllr Donovan said that the comments made were not personal to the resident but there was also a need to take in account the impact on other residents in the village.

(Cllrs Bloomfield and Middleton declared an interest)

17/062 MINUTES OF PREVIOUS MEETING:

Cllr Bloomfield said he did not agree to the accuracy of the minutes.

- i) Cllr Bloomfield commented on the point of order made by Cllr Middleton under *Minute ref: 17/045/b* and stated that time period required to issue a signed summons to a meeting was 3 working days and proposed that the entire minute reference was changed and for the Clerk to carry out more research into the matter. The proposal was not seconded or carried. Cllr Bloomfield said that he disagreed with the wording '*correctly refuted this by stating*' under this minute reference and it was agreed to

- replace this statement with the word 'said'. It was also agreed to make another amendment under the same minute reference; this being '*the Chairman correctly refuted this*' with '*Cllr Brooks said*'.
- ii) Cllrs Bloomfield and Middleton said that there was no mention of the comment that the planning working party's ratification had been sent prior to the parish council meeting. Cllr Bloomfield stated that he had checked with the planning department who had confirmed that it had been sent on the afternoon prior to the meeting. Cllr Brooks said that no such comment had been made at the meeting and this was agreed by other parish council members. The Clerk accepted responsibility and apologised for sending the planning working party's response before the meeting. Cllr Middleton suggested that there should be some Planning Terms of Reference set up. Cllr Brooks replied that these were being discussed later in the meeting and that the necessary papers had already been circulated along with the agenda.
 - iii) Under the same minute reference under the comments regarding affordable houses Cllr Bloomfield disagreed with the wording 'implied that there would be a reduction...' and it was agreed to amend the word from 'would' to 'could'.
 - iv) Cllr Bloomfield objected to the second paragraph under *Minute ref: 17/052/b* and said that he gave a full explanation of the £6,000 funding. Cllr Evans said that it was Cllr Merrick who gave the full details of the funding proposal and not Cllr Bloomfield. Cllr Middleton commented that as an apolitical council, parish councillors should not be asking about political statements. Cllr Evans said that he was asking in his capacity as the Hamdon Youth Group representative about the information in the political leaflet. It was agreed to remove the word '*political*'. Cllr Bloomfield denied saying '*Cllr Bloomfield replied he did not have to answer that and that he did not see why this was being asked*'. Cllr Donovan said that the leaflet infers sole responsibility for the £6,000. Cllr Bloomfield quoted the October 2013 minutes where he proposed the funding and asked for the line about him not answering to be removed. The Clerk pointed out that the initial grant for the Hamdon Youth Group was agreed at the December 2012 meeting. It was agreed to remove the sentences '*Cllr Bloomfield replied he did not have to answer that and that he did not see why this was being asked. As this was clearly not an acceptable explanation for Cllr Evans to take back to HYG*'.

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

Proposed: Cllr Bloomfield Seconded: Cllr Middleton 1 agreed; 7 abstained

17/063 MATTERS ARISING FROM MINUTES:

17/063/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Noticeboard – The Clerk explained that the contractor had the keys so that he could remove the noticeboard for refurbishment.
- ii) Broken Stile – The Clerk reported that this item is still showing as outstanding on the Somerset County Council's website but the responsible officer has changed. The Clerk agreed to chase the matter. **Action Clerk**
- iii) Advertise vacant allotment plots – It was agreed to advertise the vacant plots in the Hambook and the newsletter. **Action Clerk**
- iv) Handrail for North Street Allotments –Cllr Donovan said that this item is still ongoing and would not be dealt with in the near future. **Action Cllr Donovan**
- v) Insurance Claim – awaiting receipt of the payment. The Clerk also explained that there had been a change in playground reps and would make an appointment to meet with him shortly. **Action Clerk**
- vi) Princes Close Turning Bay – The Clerk said that she has yet to receive a response to her email from Highways.

- vii) Licence or Lease for the Hamdon Youth Centre, as part of the land will be leasehold due to cremated ashes - Cllr Brooks said that this is still ongoing. **Action Cllr Brooks**
- viii) Memorial Hall Play Area tidy up and re-seeding – Cllr Uhlhorn and the Clerk will discuss this matter when they meet with the groundsman. **Action Cllr Uhlhorn & Clerk**
- ix) Various Highway issues – The Clerk has sent an email listing all the Highway issues.

17/064 DISTRICT & COUNTY COUNCILLORS:

17/064/a Sylvia Seal – District Councillor

No report given

17/064/b John Bailey – County Councillor:

This item was discussed under *Minute ref: 17/061*.

17/065 SPORTS AND RECREATION TRUST REPORT:

17/65/a Inspection Report:

There is damage to the pedestrian gate from the car park into the recreation ground which appears to be accidental. However the gate will have to be replaced and will be carried out by the contractor who initially installed the gate. There is an increase in litter in the play areas.

17/65/b Finance Report:

A copy of the financial report had been circulated to all members

17/65/c May Fayre Committee Request for a Grant:

The Clerk said that the May Fayre Committee are requesting a grant of £500 to cover the cost of the printing of the May Fayre programmes

Proposed: Cllr Dawe Seconded: Cllr Freeman agreed unanimously

17/65/d Other Items:

The Clerk said she had received a request for a memorial bench to be placed on the recreation ground by the pavilion. Cllr Merrick agreed to forward this request onto the chairman of the Sports and Recreation Trust and suggested a similar bench to those by the boules court and to find out the cost. **Action Cllr Merrick**

17/066 SPORTS & LEISURE:

17/066/a Hamdon Youth Centre:

Cllr Brooks said that there was nothing to report but would need to ask the Public Works Loan Board for the extension at the beginning of June. Cllr Brooks asked for a resolution to write to the PWLB. **Action Cllr Brooks**

Proposed: Cllr Evans Seconded: Cllr Uhlhorn agreed unanimously

17/066/b Hamdon Youth Group:

The Clerk reported that she had received a letter from the HYG treasurer asking for the agreed annual grant to be paid. As this was received too late for this meeting, it would be discussed at the next meeting in June.

17/066/c Memorial Hall and Grounds:

Cllr Brooks reported that the Memorial Hall Committee have received a grant from the Co-Op for £1,000 which will go towards the refurbishment of the hall lobby.

17/066/d Play Areas:

Cllr Uhlhorn gave his inspection report. At Stonehill playground a few pieces of equipment need to be looked at and the Clerk agreed to speak to the playground rep when she meets with him. At the Memorial Hall playground the grass needs re-seeding under the roundabouts and swings. Both play areas need a litter pick. Cllr Uhlhorn commented that it is a lot better than the previous report but there are still a lot of jobs to do.

17/066/e Any Other Issues:

The Clerk reported that the new Public Space Protection Orders are now in SSDC's countryside sites including Ham Hill. The rangers can now enforce, through the issuing of Fixed Penalty Notices at £80. The requirements are that dogs must be on leads when livestock are grazing; picking up dog foul and; exclusion of dogs from particular notified areas. The rangers will shortly be putting up notices around Ham Hill notifying the public of the new PSP orders. These orders replace the 2012 Dog Control Order.

17/067 VILLAGE ENVIRONMENT:

17/067/a Allotments

The Clerk confirmed that the majority of the rent had been received and that the reminders would be sent out shortly.

Action Clerk

17/067/b Community Emergency Plan:

No report given.

17/067/c Crime and Anti-Social Behaviour:

No report given.

17/067/d Footpaths:

No report given

17/067/e Ground Maintenance:

The Clerk confirmed that she and Cllr Uhlhorn were meeting with the contractor on 4th May. A discussion was held regarding the amount of weeds that are on the edges of the pavements. It was agreed to get the contractor to clear the weeds along the top of North Street in time for the May Fayre. The Clerk also mentioned putting an article in the newsletter asking residents to clear the weeds from the front of their properties. Action Clerk

17/067/f Highways and Transport:

No report given.

17/067/g Street Lighting

No report given.

17/067/h Any Other Issues:

i) Litter Bin

The Clerk reported that Streetscene have agreed to add an extra litter bin clearance onto their rota at the junction of Stonehill and East Stoke. The Clerk said that she had look into the cost of a new galvanised steel bin and the prices range from £200 upwards. These prices exclude any fixing kits. A discussion was held and it was agreed to get quotes from the handyman for hamstone bin similar to others around the village.

ii) Litterpick

Cllr Brooks said that the litterpick will be held on Saturday, 13th May at 10am. Cllr Brooks agreed to collect the equipment from SSDC and return it on the Monday after the litterpick.

iii) Fleur de Lis Public House

Cllr Brooks mentioned that residents have requested that the parish council write to Marsden Brewery to find out whether the Fleur de Lis is to have a publican soon as long term empty buildings were likely to attract anti-social behaviour.

iv) Funeral Bier

Cllr Brooks said that she has been notified that the funeral bier will be moved from its current location to the United Reformed Church on 22nd May and that she would be writing a letter of thanks to the resident who had been providing a storage space for the bier for some time.

17/068 FINANCE:

17/068/a Matters for Report

i) Monthly Bank Reconciliation

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

Current Account

£ 100.00

Business Reserve Account	£ 68,961.55
Sports & Recreation Trust Reserve Account	£ 14,417.47
Asset Management Reserve Account	£ 27,237.02
Total	£ 110,716.04
Outstanding Credits	(£ .60)
Outstanding Direct Debits	£ 442.55
Outstanding Cheques	(£ 591.90)
Total as Cash Book	£ 109,680.99

The Clerk reported that there was a discrepancy on the bank statement; £165.00 was paid in and the statement shows £165.60

- ii) Precept Payment
The Clerk confirmed that the precept payment for 2017/18 had been received by BACS payment
- iii) Letter to NatWest – Change of Direct Debit Instruction
The Clerk asked for a letter to be signed in order to change the direct debit instruction for her salary. This amendment was due to changes with HMRC.

17/068/b Matters for Resolution

- i) Cheques Payable:

Sarah Moore	Expenses for April	£ 164.80	Chq 2094
Stable Print & Design Ltd	May Newsletters	£ 190.00	Chq 2095
Countrywide Ground Maintenance	Ground Maintenance - March	£ 655.20	Chq 2096
Stoke sub Hamdon Memorial Hall	Annual Maintenance Grant & Grant for installation of BT Pole & Line	£ 2,196.14	Chq 2097
Barbara Brooks	Solicitors Fees & Expenses	£ 835.89	Chq 2098

Local Government Act 1972 s.137

St Margaret's Hospice	Donation	£ 100.00	Chq 2099
	Total	£ 4,142.03	

Proposed: Cllr Manning Seconded: Cllr Donovan agreed unanimously

The Clerk passed cheque no. 2098 to Cllr Brooks

- ii) Other:
None declared.

17/069 PLANNING:

17/069/a Planning Information:

- i. Planning Working Party Terms of Reference
The draft policy for the Planning Working Party Terms of Reference had been circulated to all members prior to the meeting. Cllr Dawe requested that this is put on the next agenda for discussion. This was agreed. Cllr Middleton suggested that if it was necessary to forward the working party's comments on any planning application prior to ratification by the whole council then an email should be sent to all members for approval. Cllr Brooks said that an email would only be able to give delegated authority to pass the comments onto SSDC's planning department.
- ii. Street Name Proposal for Development behind the Co-Op Store
The Clerk said that SSDC had asked for the Parish Council's suggestions on a street name for the new development behind the Co-Op Store. The Clerk had already given some background history of the area. There were three suggestions which were agreed to be forwarded onto SSDC and these were

- Vespasian Close – This was the name of the Roman emperor who invaded Ham Hill;
 - Stockett Close – This was the Saxon name for East Stoke or;
 - Nursery Close – The site of the development used to be a Nursery.
- iii. Street Name Proposal for Development behind the Co-Op Store
The Clerk reported that she had received notification that the order for the street name 'Tayberry Close' for the new development adjacent to Stanchester Academy will be heard at Yeovil Magistrate's court.

17/069/b Parish Planning Committee Feedback on Applications:

17/01632/COL – Certificate of lawfulness for the existing use of site as a mixed use of residential and retail with ancillary use – West End Stores, West Street, Stoke sub Hamdon TA14 6QL – Stoke sub Hamdon Parish Council confirm that they were still in agreement with their original submission given to the District Council that a CLEUD should not be granted. The Parish Council continues to believe that the use of the site is unlawful; that the site's main use is not the ancillary retail and associated mixed storage applied for retrospectively, but is actually the hoarding of windows and doors. The piling up and hoarding windows and door materials to an unacceptable height and quantity in the front garden, round the sides and at the back continues to be an eyesore and a serious public health issue for the village and also a health and safety issue for the owner himself. As a consequence of the use of the site, there is a continual rat problem causing public health and safety issues, and a very real fire risk, not only to the property and materials themselves, but also potentially to neighbouring properties and to commercial petrol pumps at a nearby garage. There is visible long term damage to neighbouring fences which is ongoing.

17/01351/FUL – garage extension to include art room, garden store and workshop – Woodcroft, East Stoke, Stoke sub Hamdon TA14 6UF – No observations or objections

17/01775/FUL – insertion of 4 windows – Working Men's Club, 12-14 High Street, Stoke sub Hamdon TA14 6PS – No observations or objections

17/069/c Planning Decisions and Reports:

- i. Reports
No reports given
- ii. Decisions
17/01331/TCA - Notification of intent to fell 1 No Spruce tree within a Conservation area - Woodcroft, East Stoke TA14 6UF - Application permitted
17/01492/NMA - Application for a Non Material Amendment to 16/03872/FUL for amendment to landscaping scheme - Land and Buildings, Greatfield Lane - Application permitted.

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

Proposed: Cllr Merrick Seconded: Cllr Middleton 1 abstained; 7 agreed

17/070 CORRESPONDENCE:

No correspondence.

17/071 MEMBERS' & CLERK'S REPORTS:

The Clerk said to Cllr Dawe that SALC were holding a new councillor training session on 21st June between 7pm – 9pm at the Edgar Hall, Somerton. Unfortunately Cllr Dawe has a prior engagement that evening. The Clerk agreed to keep him informed of the next available session.

Action Clerk

17/072 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, 7th June 2017 at 7.00pm.