

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
TUESDAY 12TH NOVEMBER 2013 IN THE MEMORIAL HALL**

13/159/a PRESENT:

Members: Mr Mike Sampson (Chairman), Mr Paul Spearpoint (Vice Chairman), Mr Graham Middleton, Mr Bruce Wilson, Mrs Janet Rose, Mr Steve Hay, Rebecca Merrick, Mrs Wendy Hall, Mrs Barbara Brooks and Neil Bloomfield.

Others: Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), PCSO, Mr Peter Hulett (Chairman of the Sports and Recreation Trust and 4 members of the public.

13/159/b APOLOGIES:

Mr John Bailey (County Councillor)

The Clerk reported that Cllr Middleton apologised that he would be late but he had to attend an earlier meeting.

13/160 DECLARATIONS OF INTEREST:

Cllr Merrick declared an interest in matters concerning the Sports and Recreation Trust, Cllr Wilson declared an interest in the Hamdon Youth Group of which he is a volunteer, Cllr Spearpoint declared an interest on the Hamdon Youth Group and the Sports and Recreation Trust and Cllr Hay declared an interest in matters relating to Yarlinton Housing Group.

Cllr Bloomfield mentioned that after a conversation with the Clerk he said that as the work he has carried out for the Charity Shop was voluntary he did not think that he should declare any interests in either the Charity Shop or the Sports and Recreation Trust. Cllr Sampson pointed out that other members declare interests on their voluntary activities.

13/161 PUBLIC SESSION:

Representatives of the Tiny Turrets Nursery gave a presentation in respect of their grant request and formally invited members of the Parish Council to attend an opening ceremony once the work had been completed. Cllr Sampson said that this was on the agenda to be discussed later in the meeting and invited the representatives to stay and listen.

The Chairman of the Sports and Recreation Trust reported on survey results and the options for the youth shelter. Both reports had already been circulated. Cllr Sampson said that the options for the youth shelter would be discussed at the main finance meeting later in the month.

Cllr Wilson asked what would happen with regard to the insurance if the youth shelter were removed and the problem of the broken glass still remained. The Chairman of the Sports and Recreation Trust said that as there was a regime of inspection in place then the insurance is unaffected. Cllr Sampson said that the Parish Council was looking into the cost of glass collection and other possible security items.

A resident said that at the last meeting he offered to pick up the glass and reported that it was not present all the time. He asked what the timescale would be for getting the job done professionally and/or the youth shelter being removed. Cllr Sampson said that costs would be discussed and thanked the gentleman for collecting the glass.

A resident asked if anything was being done to increase the parking in the village. He said that unfortunately some spaces are unavailable at present due to the wall being rebuilt in Bonnies Lane and that the parking warden has persistently ticketing vehicles in that area. The resident said that looking around the village there are certain areas which have been lined that do not cause a danger and can be used as parking spaces. The Clerk mentioned that there was an item under correspondence from Somerset County Council regarding a parking issue and there has been a suggestion of a site meeting.

13/162 P.C.S.O. REPORT:

The PCSO report had been circulated to all members. For the month of October there were 4 incidents of criminal damage, 3 to vehicles in the High Street and 1 to a building in West Street; a burglary from a building on Ham Hill; 3 incidents of theft, 1 from a shop in East Stoke, a handbag was stolen from a car on Ham Hill and a theft of a CD player from a vehicle in the High Street; and, there were 4 calls of anti-social behaviour at the recreation ground. The report also states that there has been a spate of non-dwelling burglaries in surrounding villages where bikes and tools have been taken and it was asking residents to make sure that sheds and outbuildings are locked and any tools and bikes are marked with a postcode or something that will relate the items back to the resident. The Clerk was asked to put the item about the sheds in the newsletter.

Cllr Merrick asked about the time and frequency of visits to the recreation ground in relation to the number incidents reported. The PCSO said that depending on her shift pattern it was generally 2-3 times and during the hours of 1am and 4am the officers from Chard make regular visits.

Cllr Sampson pointed out that it was not only the recreation ground that had a problem with broken glass; there is broken glass in the play area and grounds of the Memorial Hall as well as the High Street and East Stoke. Cllr Sampson said that letters had been sent to all the pubs and the Co-Op asking for their help regarding selling to underage youths.

Action Clerk

13/163 DISTRICT & COUNTY COUNCILLORS:

13/163/a Sylvia Seal – District Councillor

Cllr Seal reported that about £4,000 worth of equipment had been stolen from one of the buildings on Ham Hill.

(Cllr Middleton arrived)

Cllr Seal also reported on the amendments to the Local Plan which is being put forward and that District Council is currently working on their budget.

Cllr Hay said that when the road sweeper was working in East Stoke it left a huge pile of leaves in the gutter between the junction of East Stoke and Windsor Lane in an area which is prone to flooding. These leaves have not been collected.

Cllr Seal said that she would report this to Streetscene. Cllr Spearpoint pointed out that the leaves are blocking the gutters in West Street from the recreation ground to the corner of Norton Road.

Action Cllr Seal

13/163/b John Bailey – County Councillor

Cllr Bailey's report had been circulated to members. The Finance Committee had discussed the funding for a youth worker on 6th November and they had agreed to the funding on the proviso of looking at the figures in full at the main finance meeting 20th November. Cllr Sampson said that he had emailed the Youth Club leader for the youth worker to talk to the youth on the consequences of damaging the youth shelter and skate park. Cllr Sampson also mentioned the youth shelter in Ilchester where they have a youth council who help with the glass/litter collection.

Cllr Bailey's report also covered Highway issues, Brocks Mount, Transport Strategy, the Health and Wellbeing fund and a Learning Disabilities consultation.

13/164 MINUTES OF PREVIOUS MEETING:

Cllr Merrick suggested that in future minutes under the finance section after the quarterly bank reconciliation there could be an appendix showing what the precept is being used for. Cllr Seal said that the inescapable commitments need to be shown. The Clerk thanked Cllr Merrick for her suggestion.

The Minutes of the previous meeting were approved and signed.

Proposed: Cllr Rose

Seconded: Cllr Wilson

Agreed: unanimously

13/165 MATTERS ARISING FROM MINUTES:

13/165/a Police & Crime Commissioner Meeting

The Clerk said that she had received information from the other parishes on what they would like discussed and had been asked whether the meeting would be open to the public. Cllr Sampson said that originally it was agreed that it would not be a public meeting. Cllr Hall suggested serving refreshments. It was agreed to serve tea and coffee. The Clerk reported on which parishes would be attending.

Cllr Sampson reported that the Beat Manager has suggested a Local Action Group meeting to discuss the problem areas in Stoke and Norton. Cllr Sampson mentioned that the last Local Action Group meeting was held in 2011. The Clerk said that although Norton was mentioned Norton Parish Council has not as yet been contacted.

13/166 FINANCE

13/166/a Matters for Report:

i) Finance Committee Preliminary Meeting

Cllr Sampson reported that at the preliminary Finance meeting a discussion was held regarding the provision of £3,000 a year for two years for a youth worker. The Finance Committee had agreed to this on the proviso of looking at the figures in full at the main finance meeting. It was also decided to look at costs regarding a gate and

associated works for Matts Lane, glass clearance and other security for the recreation ground. The Finance Committee had also discussed setting up a sinking fund for the Memorial Hall as this is a parish asset.

Cllr Sampson said that following the finance meeting he had looked into the costs regarding Matts Lane. He explained that as Matts Lane is a Class 4 highway it is illegal to gate a highway therefore the lane needs to be 'de-highwayed' to a bridleway. The legal costs to SCC to do this would be in the region of £3,000 but maybe more as it would need a traffic regulation order. A gating order would also need to be obtained and this would cost in the region of £1,500. A full consultation would need to be carried out with all landowners and the British Horse Society. The main gate would need to be 3 metres wide to enable tractors to get through and another gate situated next to the main gate of 1.5 metres wide for horses, disabled residents and pedestrians. The cost of the gates plus locks would be approximately £700. There are also the associated groundwork costs with mounting the gates and moving utilities and possibly the drain. The total approximate cost would be £6,000-£7,000. This would be a long term commitment to the Parish Council and will set a precedent for other areas in the village. Cllr Middleton mentioned that Ashill are going through a similar process and suggested talking to Ashill Parish Council regarding the costs affecting them. Cllr Middleton also said that this would be for the benefit of one person and asked whether the Parish Council could justify spending this amount for one person. Cllr Sampson said that all the landowners need to submit written requests and also permission from the Duchy of Cornwall is required. It was agreed that the Clerk would respond to the resident.

Action Clerk

The Minutes of the preliminary finance meeting were approved and signed.

Proposed: Cllr Rose

Seconded: Cllr Wilson

Agreed: unanimously

ii) Healthy Hearts Exercise Classes

Cllr Sampson explained that when Somerset County Council granted the Health and Wellbeing grant of £500 to the Healthy Heats Exercise Classes it was agreed at the October 2012 meeting (*see Minute ref: 12/142/b*) that the Parish Council would support the project with another £200. This would be ring-fenced for the next twelve months.

Action Clerk

13/166/b Cheques Payable:

Sarah Moore	Salary & Expenses for October	£ 332.95	Chq 1856
NigeNige	Groundsman Salary for October	£ 708.00	Chq 1857
Stable Print	November Newsletters	£ 190.00	Chq 1858

Proposed: Cllr Sampson

Seconded: Cllr Rose

Agreed unanimously

13/166/c Matters for Resolution

None declared.

13/167 MEMORIAL HALL AND GROUNDS

Cllr Spearpoint confirmed that he had given the contractor permission to proceed with the repairs to the steps on the multiplay unit.

13/168 SPORTS AND RECREATION TRUST

13/168/a Glass Clearance

A discussion was held regarding the provision of glass clearing and additional security near the skate park and youth shelter. The Clerk reported that she had received a quotation from Streetscene of £16.32 per hour for an hour two days a week. Due to specific rotas Streetscene could only to specific days only. Cllr Spearpoint said that he would also be submitting a quotation for the work. Cllr Hay asked if Cllr Spearpoint submitted a quotation how would he stand legally. The Clerk explained the tendering process and said that the Parish Council would consider all quotations and pass a resolution on the one which would be more beneficial to the parish and not necessarily on cheapest price. If Cllr Spearpoint was successful then he would not be an employee of the Parish Council but a contractor and would need to declare an interest and would be unable to vote on any matters pertaining to this matter as it would be pecuniary interest. Cllrs Middleton and Sampson explained about the installation and associated groundworks for CCTV and lighting in that area and that it would involve considerable cost. The Clerk said she is still waiting for quotations on this matter.

13/168/b Youth Shelter

With regard to removing the youth shelter and possibly moving it to another location Cllr Middleton proposed that, in view of the problems in that area, to write to Somerset County Council with supporting evidence stating that the youth shelter would be removed and would like a reply for the next parish council meeting where a decision or date would be agreed for its removal.

Proposed: Cllr Middleton Seconded: Cllr Hay 2 Agreed, 4 Abstained and 2 No Votes (D.o.I)
(*Cllrs Merrick & Spearpoint declared an interest and did not vote*)

After further discussion Cllr Bloomfield proposed to remove the youth shelter and its future use would be decided upon at a later date.

Proposed: Cllr Bloomfield Seconded: Cllr Middleton 3 Agreed, 1 Against, 2 Abstained and
2 No Votes (D.o.I)
(*Cllrs Merrick & Spearpoint declared an interest and did not vote*)

13/169 PLANNING

Cllr Sampson reported that a new provision tree preservation order have been received from South Somerset District Council the trees around the new development site in East Stoke.

13/169/a Report on Planning Applications

13/03622/FUL – erection of 18 dwellings and associated works including a new vehicular access, parking, open space and landscaping (amended plans) – land adjacent East Stoke House, Montacute Road, East Stoke, Stoke sub Hamdon – the amended plans had been submitted due to a change in the line of the affordable houses and there were no objections or observations.

Cllr Merrick asked about the parking and garage sizes. Cllr Middleton confirmed that these were standard sizes. Cllr Merrick asked if the affordable houses need to be offered to residents in the area. Cllr Sampson said that there must be a local connection.

(*Cllr Seal gave her apologies and left the meeting*)

13/169/b Planning Decisions and Reports

None declared.

13/170 CORRESPONDENCE

13/170/a Grant Request – Tiny Turrets

The Clerk read out a grant request from Tiny Turrets Nursery for some ‘all weather safety matting’ for the outside play area. The nursery has around 40 children aged between 2 and 4 years attending of which ¾ live in the village. A grant request form had been completed and 2 quotations had been provided with costs ranging between £3,500 and £4,300. The Charity Shop had also been approached for some funding. A discussion was held and Cllr Sampson pointed that this was originally a Somerset County Council project to move the nursery from Stanchester Academy to Castle Primary School. Cllr Middleton asked the Clerk to find out what other sources of funding was being used. Cllr Brooks proposed to give £1,000 towards the project. **Action Clerk**

Proposed: Cllr Brooks Seconded: Cllr Middleton Agreed unanimously

13/170/b Grant Request – Memorial Hall

The Clerk read out a request from the Memorial Hall Committee for the annual grant. A grant request form had been completed. Cllr Rose proposed that the annual grant of £1,000 be given.

Proposed: Cllr Rose Seconded: Cllr Hall Agreed unanimously

13/170/c Grant Request – St Mary’s Church

The Clerk read out a letter from Stoke sub Hamdon PCC requesting the annual grant towards the upkeep of the churchyard. The request was for £661. Cllr Sampson proposed to award the grant.

Proposed: Cllr Sampson Seconded: Cllr Middleton Agreed unanimously

13/170/c War Memorials Trust

The Clerk read out a letter from the War Memorials Trust which was asking for war memorials to be added to the website. There was also the possibility for advice or grants if the war memorial needs work carried out to it. It was agreed for the Clerk to register the war memorial and also the memorial stone which is in the Memorial Hall grounds. **Action Clerk**

13/170/c Somerset County Council - Parking

A letter had been received from Somerset County Council regarding a letter they had received from a resident in respect of parking in the High Street. The letter suggested organising a site meeting.

13/170/c Standing Orders

The Clerk reported that she had received amendments for the standing orders from NALC. There were some changes to the wordings and some additions but the layout of the document had been altered completely. The Clerk said that Stoke sub Hamdon Standing Orders would have to be adjusted accordingly and a resolution passed. **Action Clerk**

13/171 HIGHWAYS & FOOTPATHS

It was reported that Somerset County Council are conducting a risk assessment with a view to removing the 'H' bar markings in West Street near the junction of Langlands as the reduced visibility is considered to be low.

The Clerk reported that she had received the Highway Service information. It was agreed for this to go on the next agenda.

13/172 STREET LIGHTING

The Clerk said that she had to report that streetlights no.1 and 2 in Hillview Close were permanently on. This was reported twice. The Clerk said that she had also reported that the cover was loose on streetlight no. 2 in Princes Close and that this was probably due to the recent storms.

The Clerk reported that she had received an email from a resident regarding the streetlights in Brocks Mount. There are no streetlights working and as the road is unadopted Somerset County Council will not maintain the streetlights. Cllr Bailey is looking into this matter and there has been some discussion with the developer.

13/173 WORKING PARTY REPORTS

13/173/a Local Development Framework

None declared.

13/173/b Allotments

None declared.

13/173/c Local Action Group

None declared.

13/173/d Web Site

None declared.

13/174 MEMBERS' REPORTS

The Clerk was asked whether the roof to the clock cabinet in the United Reform church had been repaired. The Clerk confirmed that it had but she was still waiting for the contractor's invoice.

Cllr Wilson gave his apologies but he was unable to attend the Finance Committee meeting on 20th November.

13/175 ITEMS FOR FUTURE AGENDAS

Highway Service information.

There being no further business the meeting was closed at 10.40pm and the next meeting will be held on Tuesday, 10th December at 6.30pm.