

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**TUESDAY 17<sup>TH</sup> NOVEMBER 2015 IN THE MEMORIAL HALL**

**15/124/a PRESENT:**

**Members:** Mrs Barbara Brooks (Chairman), Mr Paul Spearpoint (Vice Chairman), Mr Graham Middleton, Mrs Rebecca Merrick and Mrs Wendy Hall.

**Others:** Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), Mr John Bailey (County Councillor) and 13 members of the public.

**15/124/b APOLOGIES:**

The PCSO and Mr Malcolm Uhlhorn

**15/125 DECLARATION OF INTEREST:**

Cllrs Merrick and Spearpoint declared an interest in matters relating to the Sports and Recreation Trust.

**15/126 SUSPENSION OF STANDING ORDER:**

The Clerk said that she had been asked by members for a resolution to temporarily suspend Standing Order 8 – Voting on Appointments so that the voting for the co-option could be carried out by a ballot.

Proposed: Cllr Brooks                      Seconded: Cllr Merrick                      agreed unanimously

**15/127 CO-OPTION:**

Cllr Brooks explained that there were six vacancies on the Parish Council and eight members of the public interested in joining. The Clerk explained that she had received written notification from one member of public who had decided to withdraw their interest as they felt that they could not commit enough of their time. The Clerk said that Mr Malcolm Uhlhorn had given his apologies as he was in hospital and she explained that his absence did not exclude him from being co-opted. It was agreed that should Mr Uhlhorn be co-opted then the Clerk would get his declaration of acceptance signed before the next meeting.

The Clerk asked members to propose and second each candidate:

Mr Neil Bloomfield -	Proposed: Cllr Hall	Seconded: Cllr Middleton
Mr Hugh Donovan -	Proposed: Cllr Spearpoint	Seconded: Cllr Brooks
Mr Chris Earl -	Proposed: Cllr Merrick	Seconded: Cllr Brooks
Mr Brian Evans -	Proposed: Cllr Brooks	Seconded: Cllr Spearpoint
Mrs Marilyn Hart -	Proposed: Cllr Hall	Seconded: Cllr Merrick
Mrs Kathy Smith -	Proposed: Cllr Spearpoint	Seconded: Cllr Brooks
Mr Malcolm Uhlhorn -	Proposed: Cllr Hall	Seconded: Cllr Spearpoint

The Clerk explained the ballot procedure and asked members vote and sign their ballot papers. The first ballot resulted with majority votes for Mr Neil Bloomfield, Mr Hugh Donovan, Mr Chris Earl and Mr Malcolm Uhlhorn. A second ballot was held for the remaining two places which resulted in a majority vote for Mr Brian Evans. A third ballot was held for the remaining place which resulted in a majority vote for Mrs Marilyn Hart.

Cllr Brooks apologised to Mrs Smith, explaining to the meeting that where there were fewer vacancies than candidates, it was inevitable that someone had to be disappointed, and that it in no way reflected her suitability. Cllr Brooks encouraged her to apply again should a vacancy arise.

The new members were asked to join the Parish Council and the Clerk handed out introductory letters and folders containing Standing Orders, Code of Conduct and various guides and, asked for the Register of Interests to be completed and for a Declaration of Acceptance to be signed. The Clerk countersigned the Declaration of Acceptances.

**15/128 PUBLIC SESSION:**

A resident raised his concerns over the planning application 15/04864/COL for West End Stores stating that there were serious health and safety issues. The resident went on to explain that he had copies of planning documentation from 1991 and 1997 which states that no goods should be put in the driveway or at the front of the dwelling. Cllr Brooks explained to new members about the planning issues regarding West End Stores. The resident also expressed concerns about the fire risks.

Two more residents also expressed concerns about the fire risks and stated that there were problems with a rat infestation. Cllr Brooks said that residents need to make a formal complaint to the Environmental Health department at SSDC.

A resident said that the parking in East Stoke near the Windsor Lane and Stonehill was extremely dangerous and because the parking was up to the Windsor Lane junction there was zero visibility around the bend. The resident expressed concerns that there could be a head-on collision. Cllr Bailey said that cars parked within 15m of a corner are liable to an enforcement notice. Cllr Brooks said that as there are no lines in that vicinity Highways would be contacted.

**Action Clerk**

A resident said that the community Christmas meal had been cancelled due to lack of response and thanks the parish council for their support.

*(Cllrs Middleton and Bloomfield left the meeting to attend another meeting)*

Cllr Brooks gave permission for Cllr Bailey to give his report *(see minute ref: 15/131/b)*

The Chairman of the Sports and Recreation Trust explained the possibility of installing of a boules court in the Memorial Hall grounds by the trees on the West Street edge of the grounds. The court would be 10ft x 40ft, with the court surface being constructed of stone and quarry dust and edged with tantalised timber. The cost of the installation is £3,080 plus VAT and the maintenance of the court would be in the region of £200 every couple of years. The Chairman of the Sports and Recreation Trust said that the Trust would pay for the installation and asked if the Parish Council would agree to pay for the maintenance. A discussion was held and the Trust was asked to provide 2 additional quotations and Cllr Seal said that she would find out whether planning permission was needed.

**Action Cllr Seal**

*(Cllr Bailey left the meeting).*

Cllr Brooks proposed for the boules court to be installed in the Memorial Hall grounds.

Proposed: Cllr Brooks    Seconded: Cllr Hall    4 agreed, 2 abstained

Cllr Brooks asked members to agree on whether the Parish Council should maintain the court.

Proposed: Cllr Hall    Seconded: Cllr Evans    4 agreed, 2 abstained

A resident said that the Hamdon Youth Group had put in an objection to planning applications 15/04359/FUL and 15/04360/LBC relating to the Methodist Church.

Cllr Brooks explained to the new members that the application was for a change of use to a residential dwelling but the church could have a community use for youth facilities and that she and the Clerk had attended a meeting with SSDC to apply for the church to go onto the Community Asset Register under the Community Right to Bid Scheme. This did not in any way commit the Council to any financial, legal or moral responsibility to continue with a Right to Bid process. What it did do was give the Council some breathing space to seek possible solutions in retaining the use of the property.

The resident explained that he would be carrying out a feasibility study both on current facilities in the village and using the Methodist Church as a youth facility. The report would include a review on current facilities available, storage space, a petition – the community view on keeping the church as an asset, cost analysis – cost of building at present, running costs and what income/funding can be sought and what community support there was.

The resident asked for the Parish Council's support on the feasibility study. The majority agreed. A discussion was held where questions were raised about the possible use of the recreation ground car park which will be put into the feasibility study and the possible use of the URC church.

Cllr Brooks asked for members to ratify the Chairman's Action on 9<sup>th</sup> November to instruct the Parish Clerk to sign the nomination form for the placing of the Methodist Church onto the Community Asset Register in order to protect community facilities.

Proposed: Cllr Donovan      Seconded: Cllr Merrick      agreed unanimously

*(Cllrs Earl and Evans left the meeting to attend another meeting)*

#### **15/129      MINUTES OF PREVIOUS MEETING:**

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

Proposed: Cllr Merrick      Seconded: Cllr Hall      agreed unanimously

*(Cllr Spearpoint left the meeting)*

#### **15/130      MATTERS ARISING FROM MINUTES:**

##### **15/130/a      Defibrillator Installation**

The Clerk explained that the electrician had installed the cabinet on the biomass building at the Prince of Wales and that the representative from Heartstart now needed to carry out his inspection. Once that had been completed then he would be able to give a training date and the second defibrillator for the Memorial Hall could be ordered.

*(Cllr Spearpoint returned to the meeting)*

The Clerk explained that she had received an email from Hamdon First Aid which stated that they would be willing to provide additional training. Cllr Merrick said that the Sports and Recreation Trust had given funding to Castle School for a defibrillator to be installed in the school.

#### **15/131      DISTRICT & COUNTY COUNCILLORS:**

##### **15/131/a      Sylvia Seal – District Councillor:**

Cllr Seal explained to new members what hers and the District Council's roles were.

Cllr Seal gave her report.

- Ham Hill - a hole appeared in Witcombe Valley. Somerset Heritage was contacted but there had been no response. Therefore, SSDC Engineering team have filled the hole in with local stone.
- Ham Hill has been put forward as a designated space under the Land Protection Order. If this proposal goes through then there will be enforcement notices in place regarding dogs mess and dogs on leads when sheep are on the hill.
- Somerset Waste Partnership are clamping down on food recycling and are putting stickers and tags on bins if food has been found in general waste.
- SSDC are looking at a business plan on the feasibility on combining services with another authority.

The Clerk read out a letter of thanks to the parish council, Cllr Seal and the rangers on Ham Hill for getting the trees cut back. The Clerk said that it had been agreed that the front (northern side) and western side would be cut back as the trees were obscuring the monument but only the western side of the hill had been done. Cllr Seal agreed to look into this. **Action Cllr Seal**

##### **15/131/b      John Bailey – County Councillor:**

Cllr Bailey's report had been circulated prior to the meeting.

Cllr Bailey welcomed the new councillors and then reported on three items from his report

- Health and Wellbeing Grant 2015/16: Cllr Bailey asked to be informed of any potential projects.
- Bus Cuts: SCC is undertaking two consultations between 9<sup>th</sup> November 2015 and 11<sup>th</sup> January 2016 on Subsidised Local Bus Services and Concessionary Fares.
- Hamdon Youth Group: SCC has paid half the grant. This grant is dependent on achieving the County benchmark for quality Youth provision and due to information being delayed about the Methodist Church insurance the remaining 50% of the grant cannot be accessed. Hamdon Youth Group is actively looking for a new venue. Representatives of HYG will be attending the December PC meeting to give the annual update and request for funding for the youth worker to continue into 2017/18.

**15/132 SPORTS & LEISURE:**

**15/132/a Memorial Hall and Grounds:**

The Clerk reported that the Memorial Hall Committee have put in a request for the annual grant of £1,000 and a grant for the hall insurance of £701.12. Both grants were agreed.

Proposed: Cllr Merrick      Seconded: Cllr Hall      agreed unanimously

**15/132/b Sports and Recreation Trust:**

i) **Boules Court**

This item was covered under *Minute ref: 15/128*

**15/132/c Hamdon Youth Group:**

This item was covered under *Minute ref: 15/131*.

**15/132/d Play Areas:**

Cllr Spearpoint reported that the contractors had started work but there was an issue with the water supply especially at Stonehill.

**15/132/e Any Other Issues:**

i) **Grant Request for Youth Club & Boys Brigade.**

The Clerk had been notified that the amount of the grant would be £864 which would be to cover the overheads for the hall. It was agreed to provide the grant.

Proposed: Cllr Spearpoint      Seconded: Cllr Merrick      agreed unanimously

**15/133 VILLAGE ENVIRONMENT:**

**15/133/a Crime and Anti-Social Behaviour:**

No report given. The Clerk mentioned that a vehicle had been broken into on Ham Hill on Remembrance Sunday during the service and a handbag was stolen.

**15/133/b Street Lighting:**

Cllr Spearpoint reported that a streetlight in Norton Road was not working. He said that it might be under the remit of Yarlington Housing Group.

**15/133/c Allotments:**

No report given.

**15/133/d Footpaths:**

No report.

**15/133/e Highways and Transport:**

- i) **Bus Consultation:** Cllr Brooks elaborated on Cllr Bailey's report (*see Minute ref: 15/131/b*). Cllr Brooks stated that there were two parts to the consultation: the first is about the withdrawal of free travel prior to 9.30am, the withdrawal of free companion travel for disabled pass holders and a reduction in the half fare scheme currently in place for travel on Community minibus and Community Car transport. The proposal is to reduce the discretion to 25% of the fare in the future. The second is the withdrawal of some funding for bus services. Two services going through the village are potentially affected - the route 81 from South West Coaches and the N9 Nippy Bus Martock. For both services funding withdrawals

are planned. For the 81 service, this may affect Monday to Saturday services as there are two return services, and this may be reduced. For the Nippy Bus, the 8am Saturday service will be affected.

- ii) Traffic Regulation Orders: Cllr Brooks gave an update on the Traffic Regulation Orders which were sent to Highways in August 2014. Cllr Brooks explained that the TRO'S had not been dealt with at the time they were submitted but should now be processed this year. However there appear to have been some delays and Cllr Bailey is looking into this issue.
- iii) Castle School Car Parking: Cllrs Brooks and Bailey are hoping to meet with the new governing head of Castle School shortly to re-introduce the idea of the school providing some overnight and weekend parking for residents of Castle Street. This proposal was originally put forward by the Transport Group last year. However this proposal was delayed by the school becoming an academy

**15/133/f** Community Emergency Plan:

No report given. It was agreed to discuss this at next month's meeting.

**15/133/g** Any Other Issues:

- i) Donation for Community Christmas Lunch: This item was reported on under *Minute ref: 15/128*. A discussion was held and Cllr Brooks suggested that perhaps a longer term 'Befriend a Neighbour' Scheme could be introduced to build up confidence on a more gradual basis. It was agreed that more expert advice would be needed if this type of scheme were to be set up.
- ii) Volunteer Award Scheme: Cllr Brooks said that a working party needed to be set up. Following discussion it was agreed to ask for volunteers at the next meeting. It was agreed to do some research on how other villages have approached this scheme; to arrange a village consultation to consider what categories were appropriate and to make organise the event itself.
- iii) Somerset Landscape – Additional Work: The Clerk said that she had received an update from Somerset Landscapes regarding the additional work:
  - Trees – West Street: The trees will be removed once the leaf fall is over.
  - Removal of Brambles at the rear of Stonehill Allotment Site: The brambles have been trimmed back off the building and road at no extra charge. Once the growth has died back they will assess the amount of rubbish clearance needed first.
  - Boundary Fence to Stonehill Play Area: This has been strimmed at no extra charge
  - Whirligig Lane and Tunwell Lane: The brambles and nettles have been cleared. SSL have contacted Rights of Way to find out whether they will fund the dig-back; still waiting a reply. If there is no funding then it will cost the Parish Council £800.
  - Furlands Allotment: A plot was strimmed at a cost of £25 which is included in the October invoice.
  - Dead Willow Tree and Brambles: The cost to remove the dead Willow tree and brambles in the Memorial Hall grounds is £380.

It was agreed to wait until SSL had heard back from Rights of Way regarding the dig-back work in Whirligig Lane and Tunwell Lane. It was also agreed that as a resolution had previously been passed for the Clerk to approve any work up to £500 the work in the Memorial Hall grounds could go ahead.

**15/134** FINANCE:

**15/134/a** Matters for Report

- i) Finance/Budget Meeting: It was agreed to hold the Finance meeting on Thursday, 26<sup>th</sup> November at 7pm.

**15/134/b** Cheques for Signature

Sarah Moore	Expenses October	£ 140.14	Chq 1994
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Stable Print	November Newsletters	£ 190.00	<i>Chq 1995</i>
Somerset Landscapes Ltd	Groundsman for October	£ 427.99	<i>Chq 1996</i>
Barbara Brooks	Expenses for 'Celebrate Stoke' Event	£ 191.02	<i>Chq 1997</i>
Stoke sub Hamdon Memorial Hall	Healthy Hearts Classes	£ 36.00	<i>Chq1998</i>
St Mary's PCC	Annual Grant Churchyard Maintenance	£ 1,250.00	<i>Chq1999</i>
Smith of Derby Ltd	Annual Service for URC Clock	<u>£ 253.20</u>	<i>Chq 2000</i>
	Total	£ 2,488.35	

Proposed: Cllr Hall    Seconded: Cllr Brooks    agreed unanimously

The Clerk handed Cllr Brooks the cheque numbered 1997.

**15/134/c**    Matters for Resolution

None declared.

**15/135**    **PLANNING:**

**15/135/a**    Parish Planning Committee Feedback on Applications:

**15/04359/FUL & 15/04360/LBC** – Change of use from D1 non-residential institution to one C3 dwelling house, with associated internal and external alterations – The Methodist Church, West Street, Stoke sub Hamdon TA14 6QG – The Parish Council objected to this application on the grounds that there is a viable community use. Also see *Minute ref: 15/128*.

**15/04864/COL** – Certificate of lawfulness for the existing use of mixed storage and residential purposes with ancillary retail – West End Stores, West Street, Stoke sub Hamdon TA14 6QL – objection on the grounds that the existing use was not mixed storage but continued to be retail and the unauthorised storage has resulted in health and safety issues. Also see *Minute ref: 15/128*.

The planning committee's observations and objections were approved.

Proposed: Cllr Brooks    Seconded: Cllr Merrick    agreed unanimously

**15/135/b**    Planning Decisions and Reports:

**15/04214/ADV** – erection of parish council notice board - Memorial Hall grounds, West Street, Stoke sub Hamdon TA14 6PZ – this application was granted

**15/04215/ADV** – erection of a wall mounted parish council notice board – Co-Op car park, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – this application was granted.

It was agreed to appoint an additional member to the planning committee at the next Parish Council meeting.

**15/136**    **CORRESPONDENCE:**

- i) *Parking in East Stoke:* This item was discussed under *Minute ref: 15/128*.
- ii) *Memorial Hall Annual Grant:* This item was discussed under *Minute ref: 15/132*.

**15/137**    **MEMBERS' & CLERK'S REPORTS:**

- i) *Somerset County Council Telephone Number:* The Clerk reported that SCC now operates a single telephone number which is 0300 123 2224.
- ii) *New BBC2 Series:* The BBC have a new series called 'Britain's Most Spectacular Backyard Builds' and are asking for a variety of people to take part. The programme celebrates Britain's most passionate inventors, makers, engineers and tinkerers.

**15/138**    **ITEMS FOR FUTURE AGENDAS:**

Review Committees

There being no further business the meeting was closed at 9.30pm. The next meeting will be held on Tuesday, 8<sup>th</sup> December at 7pm.