

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**WEDNESDAY 1<sup>ST</sup> NOVEMBER 2017 IN THE MEMORIAL HALL**

**17/141/a PRESENT:**

**Members:** Mrs Barbara Brooks (Chairman), Mr Hugh Donovan (Vice Chairman), Mr Neil Bloomfield (Parish Councillor & County Councillor), Mr Andy Dawe, Mrs Caroline Freeman, Mr Robert Manning, Mrs Rebecca Merrick, Mr Graham Middleton, Mr Malcolm Uhlhorn and Mr S Waldock

**Others:** Mrs Sarah Moore (Clerk) and no members of the public

**17/141/b APOLOGIES:**

Mr Brian Evans and Mrs Sylvia Seal (District Councillor),

Cllr Brooks stated that the meeting was being recorded.

**17/142 DECLARATION OF INTEREST:**

Cllr Brooks and Cllr Uhlhorn declared an interest in the Memorial Hall.

Cllr Merrick declared an interest in the Sports & Recreation Trust and the Memorial Hall.

**17/143 PUBLIC SESSION:**

There were no members of the public in attendance.

**17/44 MINUTES OF PREVIOUS MEETING:**

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

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

**17/145 MATTERS ARISING FROM MINUTES:**

**17/145/a Review of Action List**

The Clerk reviewed the items on the Action List:

- i) Defibrillator Training – Still waiting for HeartStart to confirm a date.
- ii) Stonehill Play Equipment – The play equipment has been installed and the crawl tunnel has been repaired.
- iii) Various Highway issues – The overhanging trees along East Stoke are yet to be cut back.
- iv) SSDC Playground Inspection Report – The Clerk confirmed that this had just been received and had been passed onto Cllr Uhlhorn
- v) North Street Line Marking – Awaiting a report from Highways      **Action Clerk**
- vi) Highway Verge and West Street Layby Cutting – No quotes have been received from the groundsman or a programme of works. Cllr Uhlhorn agreed to write to the groundsman. It was agreed to sign the cheque but the Clerk will hold onto it until the groundsman provides the information needed.      **Action Cllr Uhlhorn**
- vii) Pothole at the Entrance to Lake Lane – It appears that this has been repaired.
- viii) Verge between Windsor Lane and Highway – The tenant has been asked to cut the verge back.
- ix) Litter Bin –For discussion later in the meeting (*see minute ref: 17/149*).
- x) Pavilion and Assets – For discussion later in the meeting (*see minute ref: 17/147*).
- xi) Land Maintenance Projects – For discussion later later (*see minute ref:17/149*)
- xii) Pavement Repair in North Street – The Clerk is waiting to hear back from Highways. The Clerk confirmed that the Highways have been told that the tenant is willing to pay 50% of the cost and that a resident has had an accident in this area.      **Action Clerk**
- xiii) Blocked Drain, East Stoke – There has been no update regarding this item.

- xiv) NatWest Signatories – Agreed councillors will visit Natwest **Action Cllrs Evans & Uhlhorn**
- xv) Beech Tree Sapling – Cllr Uhlhorn agreed to talk to SSDC about any possible tree donation. **Action Cllr Uhlhorn**
- xvi) Approximate Cost of Tree Work - Cllr Uhlhorn agreed to provide this. **Action Cllr Uhlhorn**

**17/146 DISTRICT & COUNTY COUNCILLORS:**

**17/146/a** Sylvia Seal – District Councillor

No report received

**17/146/b** Neil Bloomfield – County Councillor:

Cllr Bloomfield gave his report:

- The Nippy bus has ceased to operate. An alternative bus will run from Bower Hinton through to West Coker and into Yeovil, but not through Stoke, only Martock.
- Somerset County Council have now received the Bond money from the developer for Brocks Mount but it appears that it is not enough to carry out the S106 work. Alternative schemes are being looked into.
- Somerset County Council has agreed to surface the verge near the top of Bonnies Lane. This is expected to be a form of scalplings surface.
- The drains at the top of Bonnies Lane and the High Street are being investigated. The blockage is probably due to silt.
- Double yellow lines in Hamdon Close and Matts Lane. Due to a number of complaints from residents it is proposed to line on both sides of the junction from Matts Lane into Hamdon Close.
- Speed monitoring equipment was installed for two weeks in West Street and it showed that no intervention was required.
- East Stoke/Windsor Lane drains – it is expected that Highways will be able to investigate these in January.

The Clerk commented that there is a pothole near the junction in Matts Lane. Cllr Bloomfield agreed to investigate this. **Action Cllr Bloomfield**

**17/147 SPORTS AND RECREATION TRUST REPORT:**

**17/147/a** Inspection Report:

No report given.

**17/148 SPORTS & LEISURE:**

**17/148/a** Hamdon Youth Centre:

Cllr Brooks said that progress was still slow, but ongoing. Cllr Brooks confirmed that there would be an Extraordinary meeting before the contract is signed.

Cllr Uhlhorn enquired about the disabled access. Cllr Donovan reported that a preliminary survey had been carried out and various suggestions had been made but the ideal solution is for a slope to be installed along the east side of the building which will enable the existing entrance to be kept

Cllr Middleton asked where the burials were and it was confirmed that they were on the left hand side of the doorway.

**17/148/b** Hamdon Youth Group:

Cllr Brooks said that representatives will be coming along to the December meeting to explain how the group is expanding and that they will be asking for an increase in funding from both Norton and Stoke. This will be discussed further during the budget report later in the meeting.

**17/148/c** Memorial Hall and Grounds:

Cllr Brooks passed on the Hall Committee's thanks for the grant towards the refurbishment. The committee is busy fundraising. Councillors noted that the Hall now had a maintenance and health and safety member and had moved onto online banking.

**17/148/d** Play Areas:

No playground inspection report had been received.

The Clerk passed the SSDC annual playground inspection report to Cllr Uhlhorn.

**17/148/e Any Other Issues:**

Cllr Waldox commented that dog fouling was becoming an increasing problem on the recreation ground. Cllr Merrick said that a report is being compiled in conjunction with the football teams, the dog warden is being kept informed but it is getting to the stage when dogs will be banned from being off the lead or from the recreation ground altogether. Cllr Merrick said that offences have been witnessed and Cllr Bloomfield said that there needs to be a prosecution. The Clerk suggested that the Trust apply to SSDC to have a protection order put in place. Cllr Merrick will raise the issue at the next Sports and Recreation Trust meeting, and it was agreed that an article should go in the parish newsletter.

**Action Cllr Brooks**

**17/149 VILLAGE ENVIRONMENT:**

**17/149/a Allotments**

No report given.

**17/149/b Community Emergency Plan:**

No report given.

**17/149/c Crime and Anti-Social Behaviour:**

No report given.

**17/149/d Footpaths:**

No report given

**17/149/e Ground Maintenance:**

This matter had been raised under Matters Arising (*see minute ref: 17/145/a*)

Cllr Uhlhorn said that he had prepared a specification for the tree surgery and planting in the Memorial Hall which had been sent the Clerk. The Clerk explained that the letters of interest had been sent out and had received two replies and tender documents have been sent out. These are expected back before the next meeting.

**Action Clerk**

**17/149/f Highways and Transport:**

No report given.

**17/149/g Street Lighting**

No report given.

**17/149/h Any Other Issues:**

i. **Christmas Tree Recycling Service**

Streetscene are offering the Christmas tree recycling service again. The Clerk said she would ask the Hall committee for the compound to be placed at in the car park

ii. **Winter Service**

It was agreed to check the grit bins to see if they needed refilling **Action Cllr Donovan**  
The Clerk said that we have the opportunity of collecting 10 extra bags of grit. Noted that we had enough for this year and to put an article in the newsletter about salting the roads and not private pathways. **Action Cllr Brooks**

iii. **Litter Bin**

Cllr Dawe provided photographs of possible sites for a litter bin along East Stoke. It was agreed to install a litter bin at the top of Windsor Lane on the railings.  
A discussion was held on the type of litter bin to purchase and it was agreed to purchase a Trimline 25 bin from Glasdons at a cost of £45.21 excl VAT subject to approval from Streetscene as to its siting **Action Clerk**

Proposed: Cllr Brooks

Seconded: Cllr Uhlhorn

agreed unanimously

**17/150 FINANCE:**

**17/150/a Matters for Report**

i) **Monthly Bank Reconciliation**

The Clerk gave the monthly bank reconciliation report as at 31<sup>st</sup> October 2017

Current Account

£ 100.00

Business Reserve Account	£ 105,559.78
Sports & Recreation Trust Reserve Account	£ 14,418.18
Asset Management Reserve Account	£ 27,238.38
<b>Total</b>	<b>£ 147,316.34</b>
Outstanding Transfers	£ 3,093.75
Outstanding Cheques	(£ 1,518.94)
<b>Total as Cash Book</b>	<b>£ 142,703.65</b>

ii) Budget Planning

Cllr Donovan gave a presentation on the budget for the next financial year. The Clerk had prepared the budget which had been circulated to all councillors.

The key project was the Methodist Church but a number of other major projects have been discussed. As the parish council do not own the Memorial Hall then that asset fund reserve is not required now so can be used in other areas. Some has already been utilised to provide redecorating grants for the Hall. It was agreed to set up another reserve to make long term provision for purchase of additional land for a churchyard, as St Marys churchyard was likely to close over the new few years. The Clerk to talk to the Duchy of Cornwall about the acquisition of some land **Action Clerk**

The other potential major projects were a Bus Shelter in West Street, landscaping improvements to Sea Wall, and improving the footpaths at Tunwell/Whirligig lanes (a smaller project).

It was agreed to consider these three projects and plan to phase these over a period of two to three years. The bus shelter was long term for the 2019/20 budget and following resident consultation approval. Approximately £2,000 - £3,000 each was needed for remedial work at Sea Wall to make it safe and on Tunwell/Whirligig lanes. It was noted that Highways have some money left over in their maintenance budget and it may be possible to get funding. Agreed the Clerk would email Cllr Bloomfield with the details **Action Clerk**

*(Cllr Waldock left the meeting)*

Councillors noted that if a grant can be obtained then there would not be such an impact on the budget.

*(Cllr Waldock returned to the meeting)*

iii) Letter to NatWest – Transfer of Funds into Asset Reserve Accounts

The Clerk apologised but had not brought the letter to instruct NatWest to transfer £3,700 to the Asset Management reserve account and £2,400 in the Sports and Recreation Asset reserve account. The Clerk said a resolution was not required only three signatories. It was agreed for the Clerk to contact Cllrs Brooks, Donovan and Middleton outside of the meeting to get the letter signed. **Action Clerk**

**17/150/b** Matters for Resolution

*(Cllr Freeman left the meeting. Cllr Manning left the meeting)*

As Cllr Brooks had declared an interest in the Memorial Hall Cllr Donovan chaired this agenda item

i) Cheques Payable:

Sarah Moore	Expenses/Reimbursement		
	October	£ 22.45	Chq 2126
Stable Print & Design Ltd	November Newsletters	£ 190.00	Chq 2127
Countrywide Ground			
Maintenance	Ground Maintenance –	£ 655.20	Chq 2128
Barbara Brooks	Purchase of Council Laptop	£ 939.60	Chq 2129
	for the Parish Clerk		
Somerset Association of			
Local Councils	Affiliation Fees 2017/18	£ 517.74	Chq 2130
Stoke sub Hamdon			
Memorial Hall	Redecorating Hall - Grant	£ 3,000.00	Chq 2131
	<b>Total</b>	<b>£ 5,324.99</b>	

(Cllr Manning returned to the meeting)

Proposed: Cllr Dawe                      Seconded: Cllr Manning                      2 abstained; 6 agreed

The Clerk passed cheques 2128 and 2130 to Cllr Brooks

- ii) Other:  
None declared.

**17/151                      PLANNING:**

**17/151/a                      Planning Information:**

No report given

**17/151/b                      Parish Planning Working Party Feedback on Applications:**

**17/03959/FUL** – rear ground floor extension – 12 North Street, Stoke sub Hamdon TA14 6QP – no observations or objections.

**17/151/c                      Planning Decisions and Reports:**

- i. Reports  
No report was given.
- ii. Decisions  
**17/02706/FUL** – Change of use of land to equestrian and the erection of a stable building (Relocation of Stables – Land rear of Montacute Road, East Stoke, Stoke sub Hamdon – Permitted with conditions  
**17/03311/LBC** - Application for the removal of stone wall and reconstruction to improve parking, replacement of external glazed door and window and internal alterations to provide new door opening.- Hoods 34 North Street, Stoke sub Hamdon TA14 6QR – Permitted (retrospective)  
**17/03540/PDE** - Proposed rear extension (i) the projection of the extension beyond the rear wall is 3.6m (ii) the maximum height of the extension is 3.2 (iii) the height of the eaves of the extension is 2.6m - 27 Stonehill, East Stoke, Stoke sub Hamdon TA14 6RH - Permission not required  
**17/03073/FUL** - The siting of a children's adventure play area and outdoor gym equipment - Recreation Ground, Stoke sub Hamdon – Permitted with conditions  
**17/03066/FUL** - Single-storey front porch extension to existing single-storey pavilion building - Recreation Ground, Stoke sub Hamdon - Granted  
**17/03560/TPO** - Notification of intent to carry out surgery works to 1 Beech, within SSDC Tree Preservation Order (STHA) 1998 - 16 Brocks Mount, Stoke sub Hamdon TA14 6PJ - Permitted

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

Proposed: Cllr Uhlhorn                      Seconded: Cllr Manning                      agreed unanimously

**17/152                      GOVERNANCE:**

No report given.

**17/153                      CORRESPONDENCE:**

No correspondence received

**17/154                      MEMBERS' & CLERK'S REPORTS:**

Cllr Merrick asked for the login details for SALC.

**Action Clerk**

Cllr Waldock asked what happened to the PCSO report that used to be in the parish newsletter. The Clerk explained that due to the lack of resources the police do not attend parish council meetings or generate individual reports for villages; there is only a generic report that covers the whole of the Hamdon beat which covers several parishes. Alternatively, residents can access the police.co.uk website for information.

**17/155            ITEMS FOR FUTURE AGENDAS:**

None

**17/1156            DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 9.15pm. The next meeting will be held on Wednesday, 6<sup>th</sup> December 2017 at 7.00pm.