

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**TUESDAY 14<sup>TH</sup> OCTOBER 2014 IN THE MEMORIAL HALL**

**14/145/a PRESENT:**

**Members:** Mr M Sampson (Chairman), Mr Paul Spearpoint, Mrs Rebecca Merrick, Mrs Janet Rose, Mr Neil Bloomfield, Mrs Wendy Hall and Mr Bruce Wilson.

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

**14/145/b APOLOGIES:**

Mrs Barbara Brooks (Vice Chairman), Mr Graham Middleton and Mr Steve Hay

**14/146 DECLARATION OF INTEREST:**

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

**14/147 CO-OPTION:**

Cllr Sampson proposed to co-opt Mr Roger Bevan onto the Parish Council. Mr Bevan had previously been on the Parish Council and already has an understanding of how a Parish Council works.

Proposed: Cllr Sampson      Seconded: Cllr Hall      Agreed unanimously

The Clerk gave Mr Bevan copies of the Standing Orders, Code of Conduct and Register of Interests, and asked him to sign a Declaration of Acceptance.

**14/148 PUBLIC SESSION:**

A representative of Boon Brown gave a brief background to planning application 14/04476/FUL. This application is for a development of 14 residential properties on some of the Southcombe's site in Langlands. It was explained to Boon Brown that the application had only just been received so the application could not be fully considered at this meeting. The representative from Boon Brown was able to answer some questions that the Councillors had.

The Chairman of the Sports and Recreation Trust asked for an update regarding the possible grant for the National Trust's Tithe Barn. Cllr Sampson said that this matter would be discussed under Matters Arising.

**14/149 PCSO REPORT:**

The Clerk said that she had to go to the police.uk website to view the information specifically for Stoke sub Hamdon as the report she receives from the police only gives information for the whole of the Hamdon Beat. The information on the website is two months out of date.

*(The PCSO entered the meeting)*

The PCSO introduced himself to those who had not already met him. The issue of the reports were discussed.

**14/150 DISTRICT & COUNTY COUNCILLORS:**

**14/150/a Sylvia Seal – District Councillor:**

Cllr Seal reported that an enforcement notice had been sent to the resident in West Street. It states that the land in front of the property must be cleared by the end of the year and the remaining items to be removed by the end of March 2015.

Cllr Seal stated that there may be a new toddler group being set up in Stoke for expectant mothers and children up to 2 years of age.

Cllr Seal gave her report on Ham Hill and said that the rangers are carrying out scrub clearance; there will be pumpkin carving and a bonfire night event.

Cllr Seal commented on the new legislation where press and public will be able to record council meetings and the full council will be trialling this. Cllr Sampson commented on the logistics of the Parish Council purchasing suitable recording equipment.

Cllr Seal reported that the District Council will be giving a loan to Somerset Waste Partnership for the replacement of their vehicles.

Finally, Cllr Seal said that the District Council will soon be having its own Highway Officer who will work in conjunction with County Council.

**14/150/b John Bailey – County Councillor:**

Cllr Bailey pointed out that the project mentioned under *Minute ref: 14/137* needs to be a Parish Council led project.

Cllr Bailey's report had been circulated prior to the meeting. Cllr Bailey said that the Hamdon Youth Group will be presenting their annual report at the November Parish Council meeting. He also mentioned that he has written a letter to Somerset County Council stating that there has not been enough support/technical advice with regard to the issues in Brocks Mount and the transport strategy programme.

Cllr Bailey said that an action group for the flooding issues need to be continued and that the proposed works for East Stoke may come to fruition at the start of next year.

**14/151 MINUTES OF PREVIOUS MEETING:**

*Minute ref: 14/136* was amended. A couple of sentences were added which read "Cllr Spearpoint agreed to act on behalf of the Parish Council with regard to the adventure playground. It was agreed to discuss this and the letter about the disabled access at the next meeting."

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

Proposed: Cllr Rose

Seconded: Cllr Spearpoint

Agreed unanimously

**14/152 MATTERS ARISING FROM MINUTES:**

**14/152/a Post Box – High Street**

Cllr Spearpoint informed members that Royal Mail was going to remove the post box which is situated in the wall of the old Post Office as they consider it to unstable and not safe. Cllr Spearpoint said that he and the Clerk had met with a representative from Royal Mail in Bath who had assured them that subject to a ground survey a new free standing post box will be installed somewhere on the High Street possibly near the Parish Council's noticeboard. A discussion was held and several concerns were raised about the cost effectiveness of it being removed, that the post box is a George VI box and that it is situated in the centre of the village which is a conservation area. It was agreed that a letter would be sent to Royal Mail in Bath and copied to David Laws MP

**Action Clerk**

*(Cllr Bailey left the meeting)*

**14/152/b Bequest**

Cllr Bloomfield questioned whether the bequest should have been left to the Parish Council or the Charity Shop. The Clerk read out the letter from the solicitor which clearly states that the money was given to the Parish Council to be used for the benefit of the community.

It was agreed to ring-fence the money until it could be used for this purpose.

**14/152/b National Trust Tithe Barn**

The Chairman of the Sports and Recreation Trust provided some background information in support of a project to provide lighting and power points to the Priory's Tithe Barn which would assist events such as the May Fayre. He mentioned that this would be a community project between the National Trust, the Sports and Recreation Trust and the Parish Council with each organisation providing a third of the cost to the project. Cllr Hall asked if there were any public conveniences at the Tithe Barn for such events and it was confirmed that there are no public conveniences and that event organisers would need to provide mobile conveniences. Cllr Rose pointed out that the floor in the Tithe Barn was very uneven. Cllr Sampson asked whether planning permission would be required and the National Trust have assured the Sports and Recreation Trust that planning would not be needed. Further questions such as who would pay for the electricity supply and whether holding events in the Tithe Barn would take revenue away from other locations were asked. Cllr Sampson reiterated the point about the National Trust Act 1937 Section 7(2) where it states that the Parish Council would need to write to the Secretary of State before being able to agree to provide any funding towards National Trust properties. Cllr Bloomfield proposed to pay the grant to the Sports and Recreation Trust. A question was raised whether this was the correct procedure and Cllr Bloomfield amended his proposal to paying the grant to the National Trust subject to the letter being sent to the Secretary of State.

Proposed: Cllr Bloomfield    Seconded: Cllr Wilson    Agreed: 2  
 Against: 1  
 Abstained: 3

**14/153            FINANCE:**

**14/153/a           Matters for Report**

i)            Quarterly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation report as at 30<sup>th</sup> September 2014

Current Account	£    100.00
Business Reserve Account	£ 119,347.37
Asset Management Reserve Account	£    9,814.30
Sports & Recreation Trust Reserve Account	£    9,607.09
<b>Total</b>	<b>£ 148,868.76</b>
Outstanding Cheques	£            66.00
<b>Total as Cash Book</b>	<b>£ 148,802.76</b>

The Clerk pointed out that all monies held in the Sports & Recreation Assets and the Asset Management reserve accounts which total £29,421.39 are ring-fenced for specific purposes. The bequest of £1,000 is also ring-fenced and a new reserve account for the Memorial Hall is due to be set up. The amount agreed will match that of the Sports and Recreation Trust account. The total currently ring-fenced is £40,028.48.

ii)            Quarterly Budget Comparison

The Clerk distributed the Comparison of Budget report to all members. The report shows the annual budget and the expenditure for the financial year 2014/15. The report does not include the annual payments into the Sports & Recreation Assets and Asset Management reserve accounts. The report shows that all areas with exception of four are showing an under spend; the areas showing an over spend are: Staffing Costs by £880, Grants & Donations by £329.98, Property Maintenance by £1,789.98 and Subscriptions by £297.42. The grants & donations

and the Insurance will even out over the year but the subscriptions will be over budget this year as the SALC invoice for 2013/14 was not received and paid until this financial year. The Staffing Cost will also be over budget for the whole year due to an increase in staff hours and additional pay for hours work over the contracted amount. Against the budget set for 2014/15 for the second quarter there has been a total underspend of £14,579.21.

iii) Finance Committee Meeting - Budget

The Clerk said a Finance Committee meeting needed to be arranged in order to discuss the budget for 2015/16. It was agreed that the meeting would either be held on 29<sup>th</sup> or 30<sup>th</sup> October subject to Cllr Middleton's availability.

**14/153/b**      Cheques for Signature

Sarah Moore	Expenses September	£ 42.70	<i>Chq 1917</i>
HMRC	2 <sup>nd</sup> Qtr. Income Tax	£ 243.20	<i>Chq 1218</i>
Stable Print	October Newsletters	£ 190.00	<i>Chq 1219</i>
Somerset Landscapes Ltd	Groundsman for September	£ 345.79	<i>Chq 1220</i>
Barry Gosney	Installation of Kissing Gate	£ 475.20	<i>Chq 1221</i>
Duchy of Cornwall	Land Rent – Recreation Ground & Allotments	£ 744.00	<i>Chq1222</i>
St Mary's Church	Grant for Youth Club	£ 800.00	<i>Chq1223</i>

Proposed: Cllr Merrick

Seconded: Cllr Rose

Agreed unanimously

**14/153/c**      Matters for Resolution

None declared.

**14/154**      **MEMORIAL HALL AND GROUNDS:**

Cllr Spearpoint reported that the swing seats in the Memorial Hall play area and Stonehill play area needed replacing. Cllr Spearpoint said that it had been resolved at the last Parish Council meeting to replace the seats in the Memorial Hall play area but asked for a resolution to purchase the cradle seats for the Stonehill play area. The cost of the seats was: flat seats £38 each and; cradle seats £119 each.

Proposed: Cllr Sampson

Seconded: Cllr Rose

Agreed unanimously

The Clerk mentioned that she had received quotations from a couple of play equipment companies but still had to meet up with a third company. The average cost to revamp the Stonehill play area was in the region of £25,000.

**14/155**      **SPORTS AND RECREATION TRUST:**

Cllr Merrick asked if the adventure play area could go on the agenda as an on-going project. It was agreed to go under 'Working Parties'.

**14/156**      **HAMDON YOUTH GROUP:**

This was discussed under *Minute ref: 14/150/b*. Cllr Wilson said that the HYG was in need of volunteers. Cllr Spearpoint said that there is a meeting on 15<sup>th</sup> October to discuss the Cole Lane and Whirligig Lane project.

**14/157**      **PLANNING:**

**14/157/a** **Report on Planning Applications:**

**14/03860/S73** – S73 application to substitute plans of approved planning application 14/00860/FUL to amend fenestration details, window patterns and sub-division between dwellings – 18 North Street, Stoke sub Hamdon TA14 6QP – no objections or observations.

**14/03862/LBC** - Works to enable the conversion of outbuildings to dwelling refurbishment and erection of single storey extension and alterations to access; revised application 14/00864/LBC – 18 North Street, Stoke sub Hamdon TA14 6QP – no objections or observations.

**14/04218/FUL** – Installation of a self-contained biomass boiler plant room and fuel store for a new central heating system to serve the Inn – Prince of Wales Inn, Ham Hill, Stoke sub Hamdon TA14 6RW – no objections or observations..

**14/04390/FUL** – Erection of a dwelling house and garage/domestic workshop – Land adjacent The Stables, East Stoke, Stoke sub Hamdon TA14 6UQ – with the planning committee.

**14/157/b** **Planning Decisions and Reports:**

**14/03472/FUL** – Installation of new refrigeration plant and acoustic screen, relocation of existing AC condensers and redecoration to shopfront door and window frames. New steel security door installation – Co-operative Retail Services Ltd., East Stoke, Stoke sub Hamdon TA14 6UQ – granted subject to 3 Conditions

**14/02193/FUL** – Demolition of existing nursery buildings and erection of 12 houses and associated access works – Land adjacent Woodside, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ - refused

**14/03217/FUL** – Rear single storey extension to dwellinghouse – Ridgemont, East Stoke, Stoke sub Hamdon, TA14 6UQ – granted subject to 2 Conditions

**14/158** **CORRESPONDENCE:**

**14/158/a** **Upkeep of Churchyard:**

A letter requesting a grant of £638 towards the upkeep of the churchyard at St Mary's Church had been received. This grant is paid annually and the Clerk confirmed that there was a budget of £700 for this. Cllr Merrick proposed that £700 was paid.

Proposed: Cllr Merrick      Seconded: Cllr Bloomfield      Agreed unanimously

**14/158/b** **Castle Primary School**

The Clerk had received an email stating that a representative from Castle Primary School will be coming along to the November meeting to give a general update on the school in light of recent Ofsted reports.

**14/159** **HIGHWAYS & FOOTPATH:**

Concerns were raised regarding the layby in Matts Lane just before the turning to Hamdon Close. The traffic going into Matts Lane has increased considerably and vehicles are parked there pedestrians have to walk out into the road which raises a safety issue. It was agreed to write to Highways to get this layby removed. **Action Clerk**

Cllr Bevan mentioned that the school warning sign near Stanchester has been knocked down for over a year and not replaced. It was agreed to write to Highways. **Action Clerk**

**14/160** **STREETLIGHTING:**

None declared.

**14/161** **WORKING PARTIES REPORTS:**

**14/161/a** Allotments

None declared.

**14/161/b** Transport Strategy Group

None declared. The last meeting was cancelled.

**14/162** **MEMBERS' REPORTS:**

Cllr Sampson said that he was standing down as Chairman and resigning from the Parish Council for personal reasons. He thanked everyone for their support. Cllr Sampson said that as a 'line of succession' Cllr Brooks would be taking over as Chairman. This was agreed. Cllr Sampson asked whether he could still lay the wreath on Remembrance Sunday on behalf of the Parish Council. This was agreed.

**14/163** **ITEMS FOR FUTURE AGENDAS:**

None declared.

There being no further business the meeting was closed at 10.10pm and the next meeting will be held on Tuesday, 11<sup>th</sup> November at 7pm.