

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
TUESDAY 13TH OCTOBER 2015 IN THE MEMORIAL HALL

15/110/a PRESENT:

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

Others: Mrs Sarah Moore (Clerk), PCSO, and 10 members of the public.

Speakers: Cath Holloway, Village Agent; Chris Cooper, Manager, Streetscene SSDC and; Chris Hunt, National Trust

15/110/b APOLOGIES:

Mr Graham Middleton, Mrs Sylvia Seal (District Councillor) and Mr John Bailey (County Councillor)

Cllr Brooks explained that Cllr Bevan had resigned from the Parish Council for personal reasons

15/111 DECLARATION OF INTEREST:

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

15/112 CO-OPTION:

Cllr Brooks explained that she had been told that the Legal Department at SSDC were advising that the co-option could not be carried out as there were not enough parish council members present at the meeting. Cllr Brooks suggested calling an extraordinary meeting but following discussion it was impossible to find a date for a majority of councillors and candidates to attend, and it was therefore agreed to conduct the co-option at the following parish council meeting. Cllr Brooks apologised to the candidates and invited them to introduce themselves to the meeting.

15/113 PUBLIC SESSION:

The treasurer of St Mary's Church explained that he had recently taken over the position of treasurer and apologised for not being able to provide three estimates. He explained that the church had already appointed a groundsman for the year. Cllr Merrick suggested that in the circumstances the council offer a grant of £1,250 for this year only and on the basis that three quotes would be mandatory next year.

Proposed: Cllr Brooks

Seconded: Cllr Hall

Agreed unanimously

A resident talked about the volunteer led Christmas lunch for those residents who would be on their own this Christmas. She said that they have plenty of people offering to help but only two people have responded to attend the lunch. A discussion was held on how the message could be circulated to residents; the resident said that flyers had already been placed in the doctors and the chemist. The Clerk suggested that a separate flyer could go into the newsletter.

The Village Agent, Cath Holloway, introduced herself and explained what service a village agent provides. She confirmed that she would be attending the 'Celebrate Stoke' Event on 17th October.

The Youth Worker gave an update on the Hamdon Youth Group. She explained that the group now had 26 members and they were covering a wide variety of topics; they are currently covering family, friends, communities and prejudices. The youth worker also said that there is a small youth council which has 4 members and they meet every other Wednesday in Norton.

Chris Cooper, Streetscene SSDC, introduced himself and gave an outline of the services that Streetscene provide. Cllr Brooks explained that the Parish Council had received a

request for new dog bins around the village. Mr Cooper explained that unfortunately additional bins would not be feasible due to the number of operational staff, the issue regarding the weight restriction on the vehicles and the overall cost. Cllr Brooks said that the Parish Council had looked into purchasing the extra bins and were happy to get them installed. Mr Cooper said that the Parish Council would need to have a commercial waste contractor to empty the bins and that the cost per bin is expensive. Mr Cooper explained that many villages were asking for more bins and Streetscene were exploring other options but could not provide a solution at present.

Mr Chris Hunt, National Trust, introduced himself and explained that the National Trust was looking at future options for The Priory and its grounds. He said that the National Trust had not understood the national importance of the priory with its 2 farms, a dovecote and chancery. He went on to explain that at present only 20% of the site can be accessed as some of the buildings are structurally at risk. Therefore the National Trust is looking at major conservation work. He commented on the future use for the site and that there were four options:

- Carry on renting out the residential wing and open it up to the public but have barriers at the private wing.
- Making the residential area into holiday lets
- Having a Franciscan community to run the site as a farm
- Setting up an ESCROW agreement and advertise for a tenant nationally

Mr Hunt did confirm that the site will not be put to commercial use. He said that the Tithe Barn could become an exhibition site in the next three years for use by the History Group or Somerset Arts but that would depend on how far the community want to get involved i.e. volunteer wardens.

Cllr Brooks suggested that it could be used as a mini information centre.

15/114 MINUTES OF PREVIOUS MEETING:

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

Proposed: Cllr Spearpoint Seconded: Cllr Merrick Agreed 1: Abstained 1

15/115 MATTERS ARISING FROM MINUTES:

15/115/a Cole Lane

Cllr Brooks confirmed that Cole Lane had been tidied up.

15/115/b Stonehill and Memorial Hall – New Playgrounds

The Clerk confirmed that Caloo would be installing the new equipment week beginning 16th November. The Clerk asked Cllr Spearpoint if he would be the alternative contact if she was not available. Cllr Spearpoint agreed.

15/115/c Community Emergency Plan

Cllr Brooks mentioned that Cllr Bevan had been undertaking the development of the Community Emergency Plan and asked for a member to carry on with this project. Cllr Spearpoint agreed.

15/115/d Allotments: Update on Strimming

The Clerk confirmed that she had met with the grounds contractor who had agreed to strim around the boundary of the play area fence on the allotment side at Stonehill. The Clerk said that he has agreed to strim a recently leased allotment at Furlands.

15/115/e Windsor Lane: Update on Removal of Brambles

The Clerk confirmed that when she met with the grounds contractor he agreed to cut the brambles back a metre around the resident's property in the first instance and will provide an estimate for the removal of the brambles at a later date. The grounds contractor also agreed to cut back Whirligig Lane but to dig back the soil and detritus in Tunwell would incur an extra charge. The Clerk confirmed that he would provide an estimate before carrying out the

work. The Clerk also confirmed that the contractor will be removing the trees in West Street in around 3-4 weeks.

15/116 DISTRICT & COUNTY COUNCILLORS:

15/116/a Sylvia Seal – District Councillor:

No report given.

15/116/b John Bailey – County Councillor:

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

15/117 SPORTS & LEISURE:

15/117/a Memorial Hall and Grounds:

i) Boules Pitch:

Cllr Brooks said that after a discussion with the Chairman of the Sports and Recreation Trust the question of maintenance has raised a few issues and said that this matter will be discussed at the next meeting. Cllr Brooks said that the cost of installing a Boules pitch would be around £3,000 plus VAT

ii) Quotation on Lighting Alterations:

Cllr Brooks said that some of the refurbishments were approved last month and the hall committee have now submitted a quotation for the lighting. Cllr Brooks asked for this to be deferred for discussion at a future meeting as she would like to speak with the chairman of the hall committee first

15/117/b Sports and Recreation Trust:

Cllr Merrick said that the Trust is waiting for the play officer at SSDC to come back with a design.

15/117/d Hamdon Youth Group:

This item was discussed under *Minute ref: 15/113.*

15/117/e Play Areas:

This item was discussed under *Minute ref: 15/115.*

15/117/f Any Other Issues:

None declared.

15/118 VILLAGE ENVIRONMENT:

15/118/a Crime and Anti-Social Behaviour:

The PCSO said that there were no issues reported and confirmed that anti-social behaviour has declined.

15/118/b Street Lighting:

The Clerk confirmed that the light in Whirligig Lane had been reported.

15/118/c Allotments:

This item was discussed under *Minute ref: 15/115.*

15/118/d Footpaths:

No report.

15/118/e Highways and Transport:

i) Update on Highway issues:

Cllr Brooks updated the members of the public about the work being carried out in liaison with Highways regarding the gullies etc.

The Clerk said that she had received confirmation from Somerset County Council that they have finally received the petition regarding the bus service.

The Clerk mentioned that she had also received a letter from the Duchy of Cornwall confirming the one-off clearance of the trees at the top of the High Street and that it suggested as neither the Duchy of Cornwall or Highways claim ownership then perhaps the Parish Council could look into the ownership further and consider managing the vegetation on the bank in the future.

ii) Provision of De-icing Material:

The Clerk said that Highways are offering parish councils ten 20kg bags of de-icing material which is to be collected from the depot on 21st November between

9am and 1pm. The Clerk confirmed that last year the parish council was able to store it behind the pavilion and it was agreed to seek permission again. Cllr Brooks agreed to arrange the collection.

15/118/f Community Emergency Plan:

This item was discussed under *Minute ref: 15/115.*

15/118/g Any Other Issues:

i) 'Celebrate Stoke' Event

Cllr Brooks gave an update of the progress of the organisation of the event so far. Cllr Brooks said that there were over 24 organisations attending and that the Working Men's Club had agreed to lend some tables if needed. It had been previously agreed that the parish council would fund the event. The total cost would be around £331.

Proposed: Cllr Spearpoint Seconded: Cllr Hall Agreed unanimously

ii) The Priory

This item was discussed under *Minute ref: 15/113.*

iii) Defibrillator

The Clerk confirmed that she had received the quotations for the installation of the cabinet. These were Phillip Higgins - £220; K S Electrics – 213.80 and; Bowshers Electrical Services - £265.00. The Clerk explained that the biomass building had Oak cladded walls and one of the inspection requirements was that the cabinet needed to be fitted flush to the wall. Only one company had stated that they would fit a sheet of wood onto the building and fix the cabinet onto that. It was agreed for the Clerk to ask the contractors to provide a quote based on this requirement. Cllr Brooks proposed that in order to avoid any further delay the Clerk is able to accept the new quote without bringing it back to the next meeting.

Proposed: Cllr Brooks Seconded: Cllr Merrick Agreed unanimously

Cllr Brooks asked for members to agree on the second defibrillator to be installed on the Memorial Hall. A discussion was held where Cllr Merrick asked whether it could be put in Castle School. Cllr Hall said that it would be in the school and not available for the village. It was agreed for the second defibrillator to be situated at the Memorial Hall and for the same electrical contractor to be used.

Proposed: Cllr Spearpoint Seconded: Cllr Hall Agreed unanimously

iv) Volunteer Award Evening

Cllr Brooks explained that many residents of the village are considerably active in volunteering for all types of causes for the benefit of individuals and organisations in the village and the parish council should recognise this publicly by holding a Volunteer Award ceremony during the Volunteer Award Week which runs from the 1st - 7th June next year. There would be several categories and the choice of categories would need to be considered. There would not be a monetary prize probably a small token of appreciation and the event would be judged independently for transparency purposes. Cllr Brooks explained that the event would be funded by the parish council and she asked members for their support. Cllr Brooks suggested setting up a working party over the next few weeks to discuss the proposals.

v) Provision of Dog Bins

This item was discussed under *Minute ref: 15/113.*

15/119 FINANCE:

15/119/a Matters for Report

i) Quarterly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation report as at 30th September 2015

Current Account	£ 100.00
Business Reserve Account	£ 133,622.72
Asset Management Reserve Account	£ 19,822.24
Sports & Recreation Trust Reserve Account	£ 9,610.93
Total	£ 163,155.89
Outstanding Cheques	£ 1,040.99
Total as Cash Book	£ 162,114.90

All monies held in the Sports & Recreation Assets and the Asset Management reserve accounts which total £29,433.17 are ring-fenced for specific purposes. There is also a bequest of £1,000 and the Health & Wellbeing grant of £400 which are ring-fenced to go towards the new defibrillators.

Cllr Brooks reminded the meeting that the recent major purchases for the play equipment at Stonehill and the Memorial Hall grounds totalling just over £68,000 were not yet reflected in the figures above.

ii) Quarterly Budget Comparison

The Comparison of Budget report as at 30th September 2015 had been circulated to all members. The report shows the annual budget for 2015/16 and the actual spend to date. 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 three are showing an under spend; the areas showing an over spend are: Staffing Costs, Grants & Donations and Subscriptions. Against the budget set for 2015/16 at the six month mark there has been a total underspend of £9,079.16.

The report also shows the ring-fenced amount for projects and these are:

Removal of trees in West Street	£ 1,308.00
Stonehill Play Area	£ 40,440.00
Memorial Hall Play Area	£ 27,594.00
Additional Defibrillator	£ 2,361.00
Defibrillator Installation	TBA
Noticeboard – Memorial Hall Grounds	£ 2,160.00
Relocation of Existing Noticeboard	TBA
Memorial Hall Refurbishment	£ 17,154.00
Additional Dog Bins	TBA

Estimated Total: £ 91,017.00

(on figures currently available)

15/119/b Cheques for Signature

Sarah Moore	Expenses September	£ 17.50	Chq 1987
Stable Print	October Newsletters	£ 190.00	Chq 1988
Somerset Landscapes Ltd	Groundsman for September	£ 397.99	Chq 1989
HMRC	Income Tax 2 nd Qtr	£ 196.80	Chq 1990
Skillbuild Ltd	Supply & Install Central Heating in Memorial Hall	£ 6,680.40	Chq1991
Duchy of Cornwall	Recreation Ground & Other Land Rent	£ 744.00	Chq1992
Grant Thornton UK LLP	Annual Audit	£ 360.00	Chq1993
	Total	£ 8,586.69	

Proposed: Cllr Merrick

Seconded: Cllr Spearpoint

Agreed unanimously

15/119/c Matters for Resolution

None declared.

15/120 **PLANNING:**

15/120/a Parish Planning Committee Feedback on Applications:

15/04214/ADV – erection of parish council notice board - Memorial Hall grounds, West Street, Stoke sub Hamdon TA14 6PZ – no objections or observations

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 – no observations or objections

15/04359/FUL & 15/04360/LBC – Change of use from D1 non-residential institution to one C3 dwellinghouse, with associated internal and external alterations – The Methodist Church, West Street, Stoke sub Hamdon TA14 6QG – this application has just been received and is with the planning committee for consideration

15/04489/TPO – application to carry out tree surgery work to 1 no of Beech tree subject to TPO SSDC (STHA 1) 1992 – land adjacent The Old Coach House, North Street, Stoke sub Hamdon TA14 6QR – this application is for information only no observations are required from the parish council

15/120/b Planning Decisions and Reports:

None declared.

15/121 **CORRESPONDENCE:**

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

An application for the annual grant for the youth club and boys brigade has been received but an amount was not specified. It was agreed for the Clerk to find out what amount is being sought.

15/122 **MEMBERS' & CLERK'S REPORTS:**

None declared.

15/123 **ITEMS FOR FUTURE AGENDAS:**

Co-option

Boules Pitch

Memorial Hall - Lighting

There being no further business the meeting was closed at 9.32pm. The next meeting will be held on Tuesday, 10th November at 7pm.