

**MINUTES OF STOKE SUB HAMDON PARISH COUNCIL  
MONTHLY MEETING HELD ON  
TUESDAY 8<sup>TH</sup> SEPTEMBER 2015 IN THE MEMORIAL HALL**

**15/096/a      PRESENT:**

**Members:** Mrs Barbara Brooks (Chairman), Mr Paul Spearpoint (Vice-Chairman), Mrs Rebecca Merrick and Mr Roger Bevan

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

**15/096/b      APOLOGIES:**

Mrs Wendy Hall, Mr Graham Middleton, Mr Bruce Wilson and the PCSO

The Clerk explained that she had received notification from Cllr Wilson stating that he was standing down as Parish Councillor due to work commitments.

**15/097      DECLARATION OF INTEREST:**

Cllr Merrick declared an interest in matters relating to the Sports and Recreation Trust. Cllr Spearpoint declared an interest in the grant request towards the ground maintenance at St Mary's Church as the church was being represented by a family member.

**15/098      CO-OPTION:**

Cllr Brooks explained that Mr Neil Bloomfield had attended this meeting and was hoping to be co-opted onto the parish council. However, there were now five people now interested in joining and as there was only a quorum Cllr Brooks said that she would like this to be dealt at the next meeting. This was agreed.

Proposed: Cllr Bevan                      Seconded: Cllr Merrick                      agreed unanimously

**15/099      PUBLIC SESSION:**

A resident explained that a small group of people have set up a performing arts group in the village and are staging a play which will be held in the Tithe Barn at The Priory next summer. The play has been written by a resident about a local who lived in the village in the early twentieth century. It tells the story of him growing up in the Stoke and then going off to the Battle of the Somme. The group are asking residents to get involved and are hoping to get a grant from the Heritage Lottery fund. The resident said that both the District and County Councillors were supporting the project and asked if the Parish Council would show their support and possibly give a donation.

Cllr Brooks said that when the project has been further developed could the Parish Council been given some figures/costs and more information so that a decision can be made.

The resident said that the group were hoping to set up a permanent performing arts group. Cllr Brooks commented that the Parish Council are hoping to refurbish the hall and it would be an ideal venue. Cllr Brooks also pointed out that there was a networking event being held shortly and asked the resident to come along. Cllr Seal pointed out that the support from the Parish Council would help towards any Heritage Lottery funding.

A resident representing St Mary's Church explained that the expenses for ground maintenance had gone up and asked if the Parish Council could increase the annual grant to 50% of the bill. Cllr Brooks explained that a letter had been received from St Mary's Church requesting £1,250 grant; the usual annual grant is £700.

Cllr Bevan asked the resident if there had been competitive tendering for the contract. The resident said she was not sure as she was not the treasurer but only a representative. Cllr Brooks asked if the treasurer could provide two more quotes.

A resident explained that they were hoping to provide Christmas lunch on Christmas day in the Memorial Hall for people who live on their own and the elderly. This is a community led project which would be non-profit making. In order to keep the costs down there would be a

charge of around £10 per head and asked the Parish Council for a donation should the project go ahead. The resident said that information had been put in the newsletter and she would be doing a leaflet drop. A discussion was held regarding how residents could be notified and Cllr Brooks asked members to think of some suggestions.

A resident said that she had come along to find out about the decision for the play area at Stonehill. Cllr Brooks said that asked if agenda item 15/103 - Stonehill Play Area Designs/Quotations could be moved forward to be discussed in the Public Session. This was agreed.

A comparison report on the three quotations had been circulated to all members prior to the meeting. The three quotations were from Wicksteed Leisure - £24,999.00, Caloo - £33,700.00 and HAGS SMP - £25,660.00. The Clerk went through the differences to the number of play pieces, the type of surfacing and incidental costs. A discussion was held and it was agreed to accept the quotation from Caloo.

Proposed: Cllr Spearpoint    Seconded: Cllr Brooks    agreed unanimously

It was also agreed to put an article in the newsletter of what was being installed at the Stonehill/East Stoke play area.

#### **15/100            MINUTES OF PREVIOUS MEETING:**

Cllr Bevan asked if the approved minutes could be emailed to all councillors after a meeting. The Clerk agreed that this would be done.

Cllr Bevan had requested that some amendments to be made to the minutes but this had not been done prior to the meeting. These were as follows:

*15/087/b – change the word ‘place’ to ‘position’*

*15/089/a – Cllr Bevan said that he said the activity should not be described as ‘goal practice’ but ‘mucking about kicking a ball against a wall’.* This was not changed as this phrase was made in the letter from the Memorial Hall Committee.

*15/090/f – change ‘working progress’ to ‘work in progress’*

*15/090/g – Cllr Bevan had concerns over this item but did not say what needed changing.* This was left unchanged.

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

Proposed: Cllr Spearpoint    Seconded: Cllr Brooks    1 agreed: 1 abstained

#### **15/101            MATTERS ARISING FROM MINUTES:**

##### **15/101/a            Parish Noticeboard**

The Clerk confirmed she had sent the planning application to the Planning Department at SSDC.

##### **15/101/b            Defibrillator**

The Clerk said that she was having difficulty getting quotes from electricians. One electrician who had responded said that it would be difficult to install the cabinet on the biomass building.

Cllr Bevan said that the landlord of the Prince of Wales had not had confirmation of the site. The Clerk confirmed that she had met with the landlord prior to contacting any electrician and it was the landlord who stated that he would prefer it on the biomass building rather than the pub’s wall.

Cllr Brooks said that other electricians are being contacted.

*Action Clerk*

##### **15/101/c            Networking Event**

Cllr Brooks said that she had sent an email to all the village organisations stating that the Parish Council would like to hold a networking event in either October or November. This event will give the organisations the opportunity to encourage new membership and to

promote their activities. The organisations have asked to respond by 18<sup>th</sup> September and Cllr Brooks will give an update at the next meeting.

*Action Cllr Brooks*

**15/101/d** Matts Lane

An update had been received from the Duchy of Cornwall regarding the copse in Matts Lane. The trench has now been filled in and there is a new gate to the site. The blackthorn area is now being 'mulched' before the hazel is coppiced as this will give better access to carry out the hazel work. This was due to commence week beginning 24<sup>th</sup> August depending on availability of the equipment. The larger pieces of wood will be removed from the site but with some being left in stacks to protect the hazel bases from deer. Due to the amount of coppicing there will also be some burning of waste wood so that the area is left tidy and ready for planting. No work will commence on the pond at this stage.

The Duchy of Cornwall have also said that a second trench has been made at the bottom of 'Shelves' and that the bramble and thorn will be mulched in that area so that the tenant can access the area in order to fill in the trench.

**15/101/e** Royal Mail Post Box – High Street

A letter has been received from the Royal Mail Group in London via David Laws office which states that there has been a review of their previous decision and the post box will now be repaired and restored.

**15/101/f** Provision of Dog Waste Bins

The Clerk explained that she looked into the cost of purchasing additional dog bins and had sent a request to Streetscene for five additional pick up points to be put on their rota. However, she had not yet received a response from the Streetscene team as the person dealing with this matter was on annual leave. Cllr Seal explained that these additional pick up points would not be agreed to due to the cost of sending out extra teams.

Cllr Bevan pointed out that the dog waste bags were currently being put in litter bins and subsequently going into landfill. A further discussion was held and Cllr Seal said that she would speak to Streetscene and ask them to email the Clerk and Cllr Brooks. *Action Cllr Seal*

**15/102** **DISTRICT & COUNTY COUNCILLORS:**

**15/102/a** Sylvia Seal – District Councillor

Cllr Seal gave her report:

- Ham Hill: The Wood Fayre was well attended; meeting was held with the National Trust ranger to discuss park to park walks; has been awarded the Green Flag Heritage Award and; making better access for horses in Witcombe Valley
- Cole Lane – has discussed this with Streetscene and it will be cleared. Cllr Brooks asked if the debris could be cleared and not put onto the bank as it comes back down into the lane and blocks the drains.
- Westend Stores – the enforcement notice will be reissued.

**15/102/b** John Bailey – County Councillor:

Cllr Bailey's report had been circulated to members.

Cllr Bailey commented on the road closure at the junction of Water Street and Stoke Road in Martock. There is a meeting on 9<sup>th</sup> September when the situation should be reconciled.

Cllr Bailey asked if there was an update for the Hamdon Youth Group. The Clerk confirmed that the Memorial Hall Committee were more than happy for the HYG to use the Memorial Hall but said that the hall is booked practically every evening. If the HYG still want to meet on a Monday could they consider changing their start time to 7.45pm as there is a prior booking which does not finish until 7.30pm. There is also Tuesday evenings free with the exception of the 2<sup>nd</sup> Tuesday of the month.

Cllr Bailey reported that he had forwarded the bus petition and letter to SCC.

Cllr Bailey mentioned the Health and Wellbeing grant and Sports 50 and agreed to send the Clerk some details.

*Action Clerk*

**15/103** **SPORTS & LEISURE:**

**15/103/a** Memorial Hall and Grounds:

Cllr Brooks had circulated a report of the hall's refurbishments prior to the meeting. Cllr Brooks explained about the refurbishment of the hall and the Parish Council's responsibilities. She also said that she had met with the chairman of the Memorial Hall Committee to discuss the requirements and what order the work needs to be done. Cllr Brooks explained that the building needs to be made water tight so the windows, fascias and guttering are priority. Also it was felt that the Wi-Fi needs to be installed with the lighting/PA system to be dealt with after Christmas.

The costs are as follows:

Supply and fit 2 sealed window units	WK Windows	£ 272.00
Cap over fascias with white board and renew guttering	WK Windows	£2,088.00
Wi-Fi:		
Line and router	B.T.	£ 123.00
Unlimited Broadband (2yr Contract) per month	B.T.	£ 40.00

All prices are inclusive of VAT

Cllr Brooks asked for a resolution for work to be carried out on the windows, fascias and guttering and, for the Parish Council to pay the Wi-Fi for the first year, in the first instance. Should the hall get additional bookings then the Memorial Hall Committee can possibly pay thereafter. This is subject to review.

Proposed: Cllr Spearpoint    Seconded: Cllr Bevan    agreed unanimously

**15/103/b Sports and Recreation Trust:**

Cllr Spearpoint mentioned that there have been discussions for a Boules pitch to go on the recreation ground but it has been suggested that it may be better if it was situated on the Memorial Hall grounds near the trees along the front. Cllr Merrick said that the Sports and Recreation Trust have received a quotation. Cllr Brooks asked we needed to find out more information about timescales and potential plans, and then bring it to a future meeting for discussion.

**15/103/d Hamdon Youth Group:**

This item was discussed under *Minute ref: 15/102/b*.

**15/103/e Play Areas:**

- i. The Clerk reported that she had received the playground inspection report from SSDC.
- ii. The Stonehill play area design/quotations had been discussed under *Minute ref: 15/099*
- iii. A comparison report on the three quotations for a new multi-play unit in the Memorial Hall grounds had been circulated to all members prior to the meeting. The three quotations were from Wicksteed Leisure - £22,000.00, Caloo - £22,995.00 and HAGS SMP - £17,830.00. The Clerk went through the differences in cost for the removal of the existing piece of equipment, the type of surfacing and incidental costs. Cllr Merrick suggested asking Caloo for a further discount as it had been agreed that they would be installing the play equipment at Stonehill. It was agreed in principle to accept the quotation from Caloo subject to obtaining a further discount.

Proposed: Cllr Merrick    Seconded: Cllr Brooks    agreed unanimously

Cllr Spearpoint asked if could get some remedial work done up to the cost of £500. The Clerk pointed out that three quotes were still required.

**15/103/f Any Other Issues:**

None declared.

**15/104 VILLAGE ENVIRONMENT:**

**15/104/a Crime and Anti-Social Behaviour:**

No report given.

The Police and Crime Commissioner is holding a public forum on 17<sup>th</sup> September at the AgustaWestland Leisure Centre.

**15/104/b Street Lighting:**

The Clerk said that a resident had just reported that the light in Whirligig Lane was not working. This has not yet been reported as the light's number needs to be obtained.

*Action Clerk*

**15/104/c Allotments:**

**Stonehill:**

- i) The Clerk apologised for forgetting to sort out the strimming around the play area fence and vacant plots. *Action Clerk*
- ii) A complaint has been received from a resident in Windsor Lane as the brambles at the end of the allotment site are growing over his wall and through his summerhouse. The resident will hold the Parish Council responsible for any damages if the area is not cleared. Cllr Bevan proposed to get all the brambles cut down to ground level now and then have them dug out in either November or December. *Action Clerk*

Proposed: Cllr Bevan    Seconded: Cllr Brooks    agreed unanimously

- iii) The Clerk confirmed a letter had been sent to the resident regarding parking on his allotment (*Minutes ref: 15/090/c*). Cllr Spearpoint commented that the resident was still parking there and it appears that he is subletting part of his allotment. It was agreed for the Clerk and Cllr Spearpoint to meet to discuss the situation. *Action Clerk & Cllr Spearpoint*

**Furlands:**

A resident had expressed concerns over the number of unused allotments and the general poor state of the site. The Clerk said that residents were reluctant to take on these plots due to access difficulties and lack of water supply. A discussion was held on how the vacant plots may be maintained and one suggestion was made to give the land back to the Duchy of Cornwall. However, there were implications for existing allotment holders and it was agreed to discuss this at a further meeting.

**15/104/d Footpaths:**

No report.

**15/104/e Highways and Transport:**

Cllr Bevan commented on parking in the village and asked why the Memorial Hall car park was a private car park. A discussion was held regarding the line marking of the hall car park and Cllr Brooks said that the car park been marked out to maximise the use for the hall so that spaces were not taken up on the road.

- i) **Transport Strategy Group Report**  
The report had been circulated to all members and Cllr Brooks asked for any comments. Cllr Brooks explained that she had a meeting with Cllr Bailey and County Highways to discuss drain and gully cleaning plan. The area around East Stoke and Windsor Lane is currently on a special annual cleaning programme and the remainder of the village is on a 4 yearly cleaning programme. It was agreed to look into swapping part of the special annual programme to include the bottom of Kings Road and North Street up to Cole Lane, Ham Hill Road from Shelves to the junction of the High Street, and West Street from Norton Road to Matts Lane.  
Cllr Bevan commented that in the postcode area of TA14 6UF at the bend in the road there is a dip which fills with water. Cllr Brooks said that as the drains have now been cleared this should not happen again.
- ii) **Road Closure – Water Street and Stoke Road, Martock**  
There will be a temporary road closure of Water Street and Stoke road from 28<sup>th</sup> September. Work is expected to last for three weeks. Also see *Minute ref: 15/102/b*.

**15/104/f** Community Emergency Plan:

Cllr Bevan reported that he is waiting for two consultees to respond and will bring it to the next meeting.

*Action Cllr Bevan*

**15/104/g** Any Other Issues:

- i) The Priory  
Cllr Brooks outlined the discussions the National Trust was having with the Parish Council and other parties on urgent necessary remedial work and possible outcomes.
- ii) Trees - High Street  
Cllr Brooks said that although both Highways and the Duchy of Cornwall deny ownership of the strip of land at the top of the High Street they have agreed to a 'one off, without prejudice' clearance of the trees with the Duchy of Cornwall cutting down the trees and Highways providing the traffic management.
- iii) Cole Lane  
Cllr Brooks said that a resident has asked if Cole Lane could be cleared of the leaves as they block the drains. Cllr Brooks asked if the leaves could be removed and not put up onto the bank. Cllr Seal agreed to contact Streetscene.

*Action Cllr Seal*

**15/105** FINANCE:

**15/105/a** Matters for Report

The Clerk read out the report from the external auditors, Grant Thornton. The report stated 'Section 1, Comparatives

*The figures for 31 March 2014 in Boxes 2 and 3 have been restated from the figures presented on 2014 Annual Return following the other matters noted in last year's external report. The column that had been restated should have the word 'restated' beneath the £ symbol'.*

The Clerk explained that in the previous year's annual report the external auditors had instructed that the precept support grant could not be included with the precept in box 2 but had to be shown under other receipts in box 3. They had not indicated that the column should have the word 'restated' against it.

**15/105/b** Matters for Resolution

i) <u>Cheques Payable:</u>				
Sarah Moore	Expenses July & August	£	185.71	Chq 1980
Stable Print	September Newsletters	£	190.00	Chq 1981
Somerset Landscapes Ltd	Groundsman: part August & September	£	450.19	Chq 1982
Olivia Adams	Internal Audit	£	120.00	Chq 1983
Stoke sub Hamdon				
Memorial Hall	Healthy Hearts	£	66.00	Chq 1984
SSDC	Playground Inspections	£	188.40	Chq 1985
Smith Planning & Design Ltd	2 x Location Plans	£	<u>26.40</u>	Chq 1986
	<b>Total</b>		£ 1,226.70	

Proposed: Cllr Bevan    Seconded: Cllr Merrick    agreed unanimously

- ii) Other:  
None declared.

**15/106** PLANNING:

Cllr Brooks reported that she had met with a developer regarding a potential development site in West Street. The 2 acre site would have between 20-25 houses on it and they would be 2, 3, and 4 bedroom properties. A discussion was held and there were concerns on the impact of the village as it is a green site which could lead to in-fill and make the village longer. Cllr Brooks explained it was made clear to the developer that the Parish Council

would be looking to them to include either first time buyer homes at discounted prices or social housing, so we could encourage our younger generations to stay in the village.

**15/106/a** Parish Planning Committee Feedback on Applications:

None declared.

**15/106/b** Planning Decisions and Reports:

**APP/R3325/C/14/3000142** – appeal against enforcement notice – Westend Stores, West Street, Stoke sub Hamdon TA14 6QL – The appeal has been allowed and the enforcement notice quashed.

**15/02401/FUL** – change of use of premises to a hot food takeaway and alterations – 5 High Street, Stoke sub Hamdon TA14 6PP – The application has been refused.

**15/107** **CORRESPONDENCE:**

**15/107/a** Redecoration of the Railings in North Street

A resident has requested that the railings at the top of North Street are cleaned and repainted before they deteriorate. It was agreed to find out when they were installed and to get some quotations for the redecoration. *Action Clerk*

**15/107/b** Food Banks

SSDC have asked if there is anywhere in the parish where people can donate food so it can then be taken to either Yeovil or Taunton to be made up into food parcels for the needy. It was stated that the parish already provides a food bank in the village; the Lord's Larder at the church.

**15/108** **MEMBERS' & CLERK'S REPORTS:**

**15/108/a** Members' Reports:

Cllr Brooks asked for comments on SSDC's Statement of Community Involvement Consultation. A summary report had been sent to all members. Cllr Bevan commented that this is a resurgence of something which happened around five years ago. Cllr Brooks said that anyone submitting a planning application is encouraged to consult with their neighbours prior to submitting an application. However, by doing this it will have no effect on the outcome of the application.

**15/108/b** Clerk's Report:

The Clerk reported that there was some confusion on the part of the person running the Playdays event regarding the Memorial Hall. The organiser had been informed that he had to book the hall prior to the event but did not do so and that he also expected to get the hall facilities and electric for free.

**15/109** **ITEMS FOR FUTURE AGENDAS:**

Co-Option  
Networking Event  
Boules Pitch  
Furlands Allotment Site

There being no further business the meeting was closed at 9.45pm. The next meeting will be held on Tuesday, 13<sup>th</sup> October at 7pm.