

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 7TH FEBRUARY 2018 IN THE MEMORIAL HALL

18/001/a PRESENT:

Members: Mr Hugh Donovan (Acting-Chairman), Mr Andy Dawe, Mr Robert Manning, Mr Malcolm Uhlhorn and Mr Stephen Waldock

Others: Mrs Sylvia Seal (District Councillor), Mr Neil Bloomfield (County Councillor), Mrs Sarah Moore (Clerk) and 2 members of the public

18/001/b APOLOGIES:

Mrs Barbara Brooks (Chairman), Mrs Rebecca Merrick, Mr Graham Middleton,

Cllr Donovan stated that the meeting was being recorded.

18/002 DECLARATION OF INTEREST:

Cllr Uhlhorn declared an interest in the Memorial Hall.

Cllr Dawe declared an interest in matters relating to planning application 18/00032/FUL

18/003 PUBLIC SESSION:

Cllr Donovan moved the District Councillor's report forward to the public session.

Cllr Seal said that she had a confidential report to give to the parish council regarding Legg's Stores and asked for the recording of the meeting to be paused.

Other items for report were:

- Somerset Housing Fair is being held on Thursday, March 8th at the Westland Leisure Complex between 2pm and 7pm. This will give residents the opportunity to look at the different housing products available. It is free to attend and there will be guidance and advice on owning your own home, renting an affordable house etc. and the event will be of interest to first time buyers, people moving up the property ladder or downsizing and wanting to own their own home and it will cover shared-ownership too. Cllr Seal said that she would forward a copy of the information onto the Clerk so that it could go in the newsletter. **Action Cllr Seal**
- On March 2nd the Great British Spring Clean is being held across the country. Parishes are being asked to do a litter pick. The Clerk mentioned that Stoke have previously carried out a litter pick just before the May Fayre.
- South Somerset are to receive £1.9million funding for the Western Corridor/link road for the new development at Brympton
- There was a consultation on South Western Railway on proposed new timetables. The proposals were to revise timetables on all SWR routes including the West of England line. The proposal looked at ways of reducing the journey time and considering omitting the stops at Clapham Junction or Woking. SSDC replied that they had concerns that omitting these stops would reduce connectivity for residents wishing to make the onward journey to destinations such as Gatwick or Heathrow. SSDC also said that they would welcome additional trains via Yeovil Pen Mill, Castle Cary and Bruton and asked for the late train which currently finishes at Gillingham to be extended further on down the line.

A presentation was given by the Hamdon Community Arts Project. An update was given on the project following a meeting with representatives of the Synod. A feasibility study has been undertaken and a business plan has been drawn up to find out whether the project can be taken forward. A copy of the business plan had been circulated to all council members.

Cllr Donovan asked for an outline of what the risks are of the building not being used for a project of this nature. The HCAP representative replied that if the project fails the only option for the Synod is to try and sell the building on the open market but as the building is a very

large Grade II* listed building and planning permission for changes would be difficult a sale would not be feasible. Therefore, this could mean that the building would be boarded up and maintained in a safe condition by the Synod. The Church has asked the HCAP to prepare a business plan to cover operating costs only not a purchase cost. If the project does not work, then the current user groups would have to relocate, and this in itself could prove problematic. The Hamdon Playgroup currently have a permanent set up and as there are no other full-time facilities in the village it is possible that the playgroup could close. The band currently use the church to practice and store equipment and if alternative facilities are not suitable then the band will either move to another area or fold. The Charity Shop makes use of the storage area which is convenient to the shop and as many of the volunteers are older members of the community flexibility of the storage facility is required. The Stoke Performing Arts Group are currently able to set up on a permanent basis for rehearsals.

A discussion was held regarding alternative solutions for the user groups, the village clock and whether the church could provide HCAP a loan.

Cllr Donovan asked what was expected from the parish council. It was hoped that the parish council could provide grant support in principle so that further funding could be sought, and a request of £1,000 grant is made annually for five years starting in the 2019/20 financial year. Cllr Donovan thanked the Hamdon Community Arts Project and said that the council would need to consider their proposals.

(Cllr Seal left the meeting)

18/004 MINUTES OF PREVIOUS MEETING:

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

Proposed: Cllr Uhlhorn Seconded: Cllr Dawe 2 agreed; 1 abstained

18/005 MATTERS ARISING FROM MINUTES:

18/005/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Defibrillator Training – This is still ongoing.
- ii) The overhanging trees along East Stoke are yet to be cut back. Cllr Bloomfield has asked this to be investigated. **Action Cllr Bloomfield**
- iii) North Street Line Marking – The lines in the middle of the road and the directional markers on the speed bumps have worn away and are non-existent. Cllr Bloomfield said that no regulation order is needed then these could be sorted out on the rolling programme. **Action Cllr Bloomfield**
- iv) Blocked Drain, East Stoke – The Clerk said that despite reporting this on the SCC website no confirmation has been received on whether this has been cleared. Cllr Bloomfield said that it is possible to check the status on the website.

Cllr Donovan agreed for Cllr Bloomfield to give the remainder of his County Councillor's report (*see minute ref: 18/006/b*)

(Cllr Bloomfield left the meeting)

- v) Dog bin and litter bin – These should be delivered within 5-10 days
- vi) Tender documents for tree works – it was agreed that this is put on hold until July
- vii) Acquisition of land for additional churchyard – The Clerk said that she had contacted the Land Agent at the Duchy of Cornwall and a meeting has been arranged for the 16th February.
- viii) King George V Silver Jubilee Fountain – The monument conservation firm has reported that they do not carry out valuations. This is ongoing.
- ix) Buildings Insurance for the pavilion and shed – The Clerk said that the annual additional premium would be £364.32. For the interim period up to 1st June payment of £120.78. Payment is required within 14 days, so the Clerk said that she would pay it and asked councillors for a resolution so that she could reclaim it back. Cllr Dawe asked whether this included the obligation that the Duchy was included as an insured

party on the liability section. The Clerk apologised and said that she would get this sorted out. **Action Clerk**

Proposed: Cllr Waldock Seconded: Cllr Manning agreed unanimously

- x) New Councillors/Hamdon Youth Group – Cllr Waldock declined the position of Hamdon Youth Group representative. It was agreed to advertise and, it was agreed that the parish council needed more councillors, and an advert was to go in the newsletter. **Action Clerk**
- xi) Memorial Hall Play Area – The Clerk said that she still needed to get quotes for the gates. **Action Clerk**
- xii) Allotments – The Clerk said that the rent letters had been sent out.
- xiii) Garden Village Information – The information still needed to be sent to councillors
- xiv) Theft from cars in Ham Hill Road carpark – an article will be placed in the March newsletter.
- xv) Procurement policy and amendment to Standing Orders - A meeting needs to be arranged for Cllrs Uhlhorn, Dawe and the Clerk to sort out the procurement policy wording and terms.
- xvi) Newsletter Volunteer Request – Several residents have volunteered to deliver the newsletter at the bottom of North Street.

18/006 DISTRICT & COUNTY COUNCILLORS:

18/006/a Sylvia Seal – District Councillor

This item was covered under *Minute ref: 18/003*

18/006/b Neil Bloomfield – County Councillor:

Cllr Bloomfield's report had been circulated to councillors.

- Still looking into the ownership and possible funding for work to be carried out on Tunwell Lane and Whirligig Lane.
- Cllr Bloomfield said that the drainage works at Windsor Lane/East Stoke appear to be a success and he will ask the officer for an update. The two manholes have been installed and the flow direction for the drains correctly County Council have investigated the footpath, Dannings Well, after a resident raised concerns about the condition of the path and they have concluded that it is in a good state of repair and no further action will be taken.
- There is a Library Consultation which will possibly affect the Martock library. The Clerk said that this is on the agenda for discussion later in the meeting.
- SCC have committed to building 24 new schools at a cost of £120million.
- The Government have given SCC an extra £2million to assist with adult social care.

18/007 SPORTS AND RECREATION TRUST REPORT:

18/007/a Inspection Report:

The Inspection report states that there is a significant amount of dog mess on the recreation ground. Cllr Donovan said that the Trust could alleviate the problem by stipulating dogs should be kept on leads. Cllr Waldock was not sure whether this would work. Cllr Donovan thought that the only other route would be prosecution. This problem is not isolated to the recreation ground but throughout the village.

It was agreed to put an article in the newsletter and the Clerk said that she would ask the dog warden to put up signs.

The Clerk suggested that the Sports and Recreation Trust contact SSDC to enquire whether a Public Space Protection Order could be put in place.

Cllr Waldock suggested asking the schools to hold an awareness event for the children.

18/007/b Maintenance Grant Request:

A request has been received for an increase of the annual grant towards the upkeep of the recreation ground from £2,000 to £7,000 for 2018. The Chairman of the Sports and Recreation

Trust explained how much it costs to maintain the grounds. Cllr Donovan said that an increase of £5,000 would be a large increase on the precept and this request would need serious consideration. A discussion was held. It was asked whether the land could be used for other activities which could be offered to the village or villages who could contribute to resources. A five-year strategy was carried out in 2012 and a village consultation was held regarding other facilities, but the consensus of the village was that it would preferred to have other facilities in the centre of the village rather than on the recreation ground. Cllr Donovan applauded the work of all the volunteers and fundraisers who work for the Sports and Recreation Trust. Cllr Uhlhorn asked whether at some point in the future the Parish Council and the Sports and Recreation Trust could combine their ground maintenance contracts. Cllr Donovan asked to see a copy of the Sports and Recreation Trust's contract specification. Cllr Donovan said that there could be a possibility of saving money by combining maintenance contracts with other parishes and schools.

Cllr Donovan thought there were a lot of people doing some valuable work and it was the parish council's duty to support these volunteers and the voluntary work to produce funds is phenomenal.

The Chairman of the Sports and Recreation Trust said there were three other times

- the Trust's AGM was being held on 6th March at 7.30pm in the Working Men's Club
- The Management Agreement between the Parish Council and the Sports and Recreation Trust needs reviewing and;
- A new Parish Council representative is needed on the Trust

(the Chairman of the Sports & Recreation Trust left the meeting)

18/008 SPORTS & LEISURE:

18/008/a Hamdon Youth Centre:

No report given.

18/008/b Hamdon Youth Group:

No report given.

18/008c Memorial Hall and Grounds:

No report given.

18/008/d Play Areas:

The playground inspection report had been circulated to all members. Cllr Uhlhorn pointed out that the biggest issue was the amount of litter and broken glass in the Memorial Hall play area especially underneath the swings. Most of the equipment is in reasonable working order except the rolling log where the bearings are stuck.

18/008/e Any Other Issues:

The request for the grant for the Hamdon Community Arts Project was discussed under *Minute ref: 18/003*. Cllr Donovan asked for comments from councillors. A discussion was held, and it was agreed in principle to give a grant of £1,000 subject to a sufficiently robust business plan at the time the grant is applied for.

Proposed: Cllr Uhlhorn Seconded: Cllr Manning agreed unanimously

18/009/a Allotments

This item had been reported on under *Minute ref: 18/005*.

18/009/b Community Emergency Plan:

No report given.

18/009/c Crime and Anti-Social Behaviour:

No report given.

18/009/d Footpaths:

No report given

18/009/e Ground Maintenance:

Cllr Uhlhorn said that the contractor has completed the first cut of the year.

18/009/f Highways and Transport:

No report given.

18/009/g Street Lighting

No report given.

18/009/h Any Other Issues:

None declared.

18/010 FINANCE:

18/010/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 31st January 2018

Current Account	£	100.00
Business Reserve Account	£	94,151.48
Sports & Recreation Trust Reserve Account	£	14,419.38
Asset Management Reserve Account	£	27,240.64
Total	£	135,911.50
Outstanding Transfers	£	1,150.65
Outstanding Cheques	(£	7,183.25)
Total as Cash Book	£	127,577.60

ii) Data Protection Renewal of £35 Paid Via Direct Debit

The Clerk reported that the renewal had been received from the ICO and payment of £35 will be made by direct debit in March.

18/010/b Matters for Resolution

As Cllr Donovan was the only signatory at the meeting it was agreed for the Clerk to obtain the other signatures after the parish council meeting.

i) Cheques Payable:

Sarah Moore	Expenses/Reimbursement		
	January	£	58.64 Chq 2146
Stable Print & Design Ltd	February Newsletters	£	190.00 Chq 2147
Countrywide Ground Maintenance	Ground Maintenance December	£	655.20 Chq 2148
Somerset Association of Local Councils	Information Governance Training & Councillor Training Sept 2017	£	70.00 Chq 2149
	Total	£	937.25

Proposed: Cllr Waldock Seconded: Cllr Uhlhorn agreed unanimously

ii) Other:

The Clerk asked whether the council wished to take up membership for the Community Council of Somerset. It was agreed to defer this item until the next meeting

18/011 PLANNING:

18/011/a Planning Information:

No report given.

18/011/b Parish Planning Working Party Feedback on Applications:

18/00032/FUL – the conversion of existing outbuilding to study/workshop and the erection of a garage/store – The Old Vicarage, High Street, Stoke sub Hamdon TA14 6RQ – there were no observations or objections

18/011/c Planning Decisions and Reports:

i. Reports

No report given.

ii. Decisions

18/00089/NMA – non-material amendment to planning application 16/03872/FUL, repositioning of windows due to first floor layout changes – Great Field Lane, Stoke sub Hamdon – application permitted

17/04572/TCA – removal of 4 fir trees within a conservation area – 21 North Street, Stoke sub Hamdon, Somerset – application permitted

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

Proposed: Cllr Manning Seconded: Cllr Waldock 2 agreed; 1 abstained

18/012 GOVERNANCE:

No report given.

18/013 CORRESPONDENCE:

i. Library Service Consultation 2018

Information regarding the consultation had been circulated to all councillors.

Cllr Uhlhorn said that village libraries in Somerset are being closed and the consultation is proposing ways of fund raising and involving the community. This will be discussed at the next meeting and an article will go in the newsletter.

ii. Grant Request St Mary's Church

A grant request of £876.75 has been received from St Mary's Church for 50% of the annual cost of the maintenance contract. This is an increase of £52 on the previous year. It was agreed to give the grant of £876.75.

Proposed: Cllr Waldock Seconded: Cllr Dawe agreed unanimously

18/014 MEMBERS' & CLERK'S REPORTS:

Cllr Manning said that a decision was needed regarding the Sports and Recreation Trust grant increase as the Chairman of the Sports and Recreation Trust wanted to take the decision to the AGM. A discussion was held, and it was agreed to increase the grant to £4,000 for 2018/19

Proposed: Cllr Dawe Seconded: Cllr Donovan agreed unanimously

18/015 ITEMS FOR FUTURE AGENDAS:

Co-Option.

18/016 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.45pm. The next meeting will be held on Wednesday, 7th March at 7.00pm.