

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING
HELD ON WEDNESDAY 5TH JUNE 2019
IN THE MEMORIAL HALL

19/083/a **PRESENT:**

Members: Mrs Barbara Brooks, Mr Hugh Donovan, Mr Andy Dawe, Mrs Rebecca Merrick, Mrs Suzanne Nelms, Mr Bill Southcombe and Mr Malcolm Uhlhorn

Others: Mr Mike Hewitson (District Councillor), Mrs Sarah Moore (Clerk), Mr John Allen (Chairman, Stoke sub Hamdon Sports & Recreation Trust) and no members of the public

19/083/b **APOLOGIES:**

Mr Graham Middleton and Mr Neil Bloomfield (County Councillor)

Cllr Brooks declared that the meeting was being recorded and asked the public to state if they did not wish to be recorded or whether anyone else wanted to record the meeting.

(Cllr Southcombe entered the meeting)

19/084 **DECLARATION OF INTEREST:**

Cllr Brooks declared an interest in the Hamdon Youth Group, the Hamdon Youth & Family Centre and the Memorial Hall

Cllr Donovan declared an interest in the Hamdon Youth & Family Centre

Cllr Merrick declared an interest in the Sports & Recreation Trust

Cllr Nelms declared an interest in Friends of Ham Hill and the Hamdon Community Arts Project

Cllr Southcombe declared an interest in the Hamdon Community Arts Project

Cllr Uhlhorn declared an interest in the Memorial Hall

19/085 **PUBLIC SESSION:**

Mr Allen introduced himself to councillors. Cllr Brooks said the discussion regarding the annual maintenance grant would be brought forward. It was agreed to pay £4,000 towards the maintenance of the recreation ground

Proposed: Cllr Donovan Seconded: Cllr Dawe 1 abstained; 4 agreed

Cllr Brooks explained that the grant would be paid via the new online bank system after the July Parish Council meeting. The Clerk asked Cllr Merrick for the Trust's account details.

Action Cllr Merrick

Cllr Brooks said a meeting will be arranged to discuss a potential joint ground maintenance contract with the Trust to see if there are any economies of scale which could benefit both organisations which will provide 'economy of scale'.

19/086 **MINUTES OF PREVIOUS MEETING:**

The Minutes of the May meeting were signed and approved.

Proposed: Cllr Nelms Seconded: Cllr Southcombe 1 abstained; 4 agreed

The confidential Minutes of the May meeting were signed and approved.

Proposed: Cllr Donovan Seconded: Cllr Dawe 2 abstained; 3 agreed

The draft minutes of the Annual meeting had been circulated. These will be approved at the next Annual Parish Council meeting.

19/087 MATTERS ARISING FROM MINUTES:

19/087/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Highway Issues – The Clerk said Highways have contacted Cllr Bloomfield stating that an inspection of the obstructing trees has been ordered. However, Cllr Bloomfield is still waiting to hear the outcome of this.
- ii) Refurbishment of picnic tables – Cllr Donovan said he had to dismantle a bench and take it home to pressure wash it, but this proved time consuming. The other furniture will need to be done in situ. Cllr Donovan said that he would need to use the water from the Memorial Hall and asked councillors if anyone had any additional hosepipe that he could use. Cllr Southcombe agreed to help. Cllr Donovan said that he had purchased some deck oil to treat the bench.
Action Cllrs Donovan & Southcombe
- iii) Stone Clad Litter Bins - The Clerk reported the planting will be done in June.
- iv) Online Banking – The Clerk said she had received the card reader etc. and needs to access the account. Cllr Brooks said the Clerk now needs to set up a payment and for the signatories to authorise. It was agreed to reimburse Cllr Donovan for the deck oil via an online payment. Cllr Brooks said that she also had the form to close the NatWest account.
- v) Damage to wall at the top of the High Street – The inspector has visited the site and stated that whilst some of the wall needs some repointing the wall appears to be structurally sound. However, the ownership of the wall has not been established. Cllr Brooks suggested contacting SCC and the landowner asking each of them to pay half the cost of the repair of the wall. Cllr Donovan suggested contacting the History Group to try and establish when the wall was built and by whom.
Action Clerk
- vi) Play Areas – This is being discussed under *Minute ref: 19/090/d*
- vii) Graffiti on the Skateboard Park – Cllr Merrick said she still needed to mention to the Sports and Recreation Trust that any incidents needed to be reported immediately to the police.
Action Cllr Merrick
- viii) Cllr Southcombe said he has removed the broken Perspex from the telephone box. Cllr Southcombe asked if the telephone boxes were still for sale. The Clerk said that they were being sold for £1 and it was agreed for the Clerk to go ahead and buy it if this was possible.
Action Clerk
- ix) The Clerk said that she had been informed by Highways that the road closure at the top of the High Street could not be deferred.
- x) Collapsed wall opposite the Windsor Lane junction - The Clerk said that the Duchy's structural surveyors have inspected the bank and wall and have some concerns over its structural integrity. As the wall is collapsing in various points along that bank it would prove too expensive to repair the wall in its entirety. Also, despite keeping stability for the some of the bank the tree roots are damaging the wall so some of the trees will be removed and the bank will be cut back. The work could be carried out at the end of August and the road will have to be closed.

19/088 DISTRICT & COUNTY COUNCILLORS:

19/088/a Mike Hewitson – District Councillor

Cllr Hewitson's report had been circulated to councillors. The report covered:

- who was in the District Executive,
- there was unanimous support for SSDC to declare a 'Climate and Ecological Emergency' so the Council will have to produce an Environment and Climate Change Strategy,
- what progress has been made with their Commercial Strategy,
- Ham Hill: a community litter pick had been organised on Sunday 18th May; the Lottery bid will be going out to parish councils for consultation. Cllr Hewitson will have more information before the next meeting.
- Cllr Hewitson is in discussions with Streetscene regarding the use of Glyphosate following the high-profile court case in the USA. Streetscene are looking at possible alternatives.
- East Stoke Road Safety incident: Cllr Hewitson has contacted Cllr Bloomfield, who has initiated enquiries with SCC. Cllr Hewitson has also written to Stanchester Academy. The school have indicated that they would fully support the parish council in getting a 20mph speed limit put in. Councillors acknowledged that speed was not a factor in this particular incident but it remains an issue that councillors have continually complained about in planning issues.
- Upcoming events – the next Area North Committee meeting is on 26th June and the next full council meeting will be on 20th June.

19/088/b Neil Bloomfield – County Councillor:

No report had been received except on the items discussed under *Minute ref: 19/087*. Cllr Brooks said it was disappointing that no report had been received regarding County issues.

19/089 **SPORTS AND RECREATION TRUST REPORT:**

Annual Maintenance grant of £4,000. This item was discussed under *Minute ref: 19/085*.

The Sports and Recreation Trust have also received a letter from SSDC regarding the cessation of the annual playground inspections and have asked the parish council whether they are interested in an 'economy of scale' by grouping all the play areas together. It was agreed to discuss the matter when the Trust and the Parish Council meet to discuss the ground maintenance.

The Clerk said she has received three quotations:

- Play Inspection Company – 1 or 2 facilities = £55 per site; 3 or 4 facilities = £95 per site
- Wicksteed Leisure = £45 per site plus £15 for a risk assessment per site
- Playforce = £150

The Clerk said she would enquire whether the Play Inspection Company carry out a separate risk assessment as well.

Action Clerk

19/090 **SPORTS & LEISURE:**

19/090/a Hamdon Youth Centre:

Cllr Brooks said there has been no meeting since the last parish council meeting. The Centre had a stall at the May Fayre which was run by the Brownies, Guides and Youth Groups which raised awareness of the Centre. The Centre has had a one-off booking from Hamdon Brass which is the Stoke Youth Band and they may be willing to book the centre on a long-term basis. Cllr Brooks said a website is being developed for the

centre and, Trustees have applied for a grant from the Co-Op for equipment etc. Also, a listed buildings application is being written up for the removal of the pews in both the church hall and back hall and for the church hall flooring to be removed.

19/090/b Hamdon Youth Group:

Cllr Brooks said next year the youth group will be running a series of play days during the summer holidays. The group's numbers are increasing with 60 registered with around 35 attending at each session.

19/090/c Memorial Hall and Grounds:

Cllr Brooks said there has been no meeting since the last parish council meeting. The Memorial Hall was used to hold the craft stalls and the café for the May Fayre.

19/090/d Play Areas:

i. **Playground Repairs Quotes**

Cllr Uhlhorn said that he has considered the quotations presented to the council at the last meeting and recommends that for the swings at Stonehill the environmental and financial cost the repair of the swings outweighs replacing them and suggests that the council accept the Wicksteed Leisure quotation. However, Wicksteed have failed to quote for the repair of the wetpour for the multipurpose unit and parts for the seesaw and said clarification is needed before going ahead. Councillors agreed that providing clarification is met Wicksteed Leisure would carry out the repairs.

Proposed: Cllr Brooks Seconded: Cllr Donovan agreed unanimously

Cllr Uhlhorn said there was an £87 difference between the prices from Caloo and Wicksteed for the replacement of safety surfacing at the Memorial Hall play area and again recommended using Wicksteed Leisure. Cllr Uhlhorn also recommended replacing the existing log roll with the Wicksteed 'walk the plank' equipment.

Proposed: Cllr Merrick Seconded: Cllr Donovan agreed unanimously

19/090/e Any Other Issues:

None declared.

19/091 VILLAGE ENVIRONMENT:

19/091/a Allotments

No report given.

19/091/b Crime and Anti-Social Behaviour:

No report given.

19/091/c Footpaths:

No report given

19/091/d Ground Maintenance:

Cllr Uhlhorn said that he and the Clerk will be carrying out an inspection of the village and the Clerk has arranged a meeting with the new franchisee. Cllr Uhlhorn thought that the contractor was beginning to catch up with the work but there were a lot of areas that needed attending to. Cllr Uhlhorn mentioned the new trees in the Memorial Hall grounds needed watering and asked for assistance from councillors. Cllr Donovan agreed to do this when he is cleaning the benches. **Action Cllr Donovan**

Cllr Brooks said there is a meeting with the Sports and Recreation Trust to discuss an 'economy of scale' contract and prepare the tender document. **Action Cllr Uhlhorn**

19/091/e Highways and Transport:

The Clerk reported that there were two road closures:

- A303 Cartgate Roundabout Overnight Road Closure between 11th June and 13th June. This is to enable resurfacing work to take place.
- The road will be closed along Ringwell Hill, Bower Hinton, Hurst and Water Street on 8th July so that Somerset Highways can carry out resurfacing work. This work is expected to last for 16 days.

19/091/f Street Lighting

No report given.

19/091/g Any Other Issues:

Cllr Southcombe said that he has received a complaint about the tactile paving opposite the shop at The Cross. Cllr Southcombe said that under the Highway Code it is not against the law to park on a tactile cross but advisory. The Clerk said the person being fined should appeal to Somerset County Council. Cllr Southcombe said there needs to be clarification on tactile paving and asked for the Clerk to write to Somerset County Council.

Action Clerk

Cllr Brooks produced the regular monthly defibrillator checks from the First Responder who confirmed that checks have been carried out on both defibrillators and will endeavour to carry these checks out on the 1st week of every month. This will now be a new standing agenda item.

Cllr Brooks said the Annual Parish Meeting was held on Wednesday 29th May with 12 residents in attendance. This year's meeting was a different format to previous years and was very positive. The topics raised were:

- The seat in corner of recreation ground adjacent to the far football pitch is difficult to get to because of narrow sometimes muddy and slippery path. This comes under the Sports and Recreation Trust remit and the Chairman of the Trust was able to answer this question
- Weeds in gutters and drains. The situation regarding SCC and SSDC was explained but pointed out that weeds had been recently sprayed and should now die off. Residents pointed out that the weeds themselves needed to be physically removed. They suggested bringing back on a regular basis the employment of a road sweeper with a cart. It was agreed to bring this idea to council for discussion. It was also agreed to put something in the parish newsletter about taking responsibility to clear outside your own house
- Food Bank. A gentleman wanted the council to encourage the use and frequency of the Lords Larder Food Bank at the Co-Op. It was explained that Hamdon Youth Group and the Youth Centre had done one session recently and were now committed to doing this as part of community work at least three times a year and other residents advised there were currently food banks at The Shop on the Cross and at St Marys Church. It was agreed to put something in the parish newsletter on a regular basis.
- Fencing round children's play areas. A resident wanted to know if this was necessary. It was advised that it was there for safety purposes to stop children running off and recommended under 'safeguarding' principles.
- Red telephone box. It was suggested that the box could be utilised for something such as a book exchange. It was explained that the box still owned by BT.
- A resident had noted that they had witnessed the open selling and taking of drugs in one of the local pubs. Residents were encouraged to report every incident to police to enable them to take action.
- Three residents said that there was a need for a bus shelter outside the Memorial Hall Grounds as this bus stop was very well used. They suggested the Charity Shop or the Sports & Recreation Trust could fund the purchase.

However, it was explained that this would be outside their Trust's objects and that street furniture came under the responsibility of the parish council.

- It was asked if Dannings Well footpath could be levelled as it is difficult to walk along. Whilst it cannot be tarmacked it was agreed that the parish council would discuss the possibility of improving it.
- A resident asked Langlands and Great Field could be made one way on the grounds that there will be a lot of extra traffic once the development is finished. This suggestion was universally rejected by the other residents present.
- The Priory – It was asked why the National Trust were not making the most of allowing easy access and promoting the property as a tourist site which would be good for the village. It was agreed that the parish council would write to the Trust to find out what their future plans were.
- Ham Hill monument and the Brownies First World War Remembrance pebbles. The Clerk raised the issue of the pebbles being vandalised. From discussions with the Rangers at the May Fayre had resulted in two options: an Information Plaque with the 1923 photo of the Prince of Wales explaining about the war memorial and the link to village residents and the name on the pebbles; and secondly using a large boulder and setting the stones in it with information. The Rangers had agreed to speak to the Quarry owners and do all the Scheduled Monument paperwork for us.
- St George & Dragon plaque at the back of St Marys has disappeared. Agreed Sarah would ask Rev Annie Gurner, and Min Hodges as she was a bell ringer and a member of the History Group if they knew its whereabouts.
- Speeding – especially in North Street. Residents were concerned generally about speeding. Advised residents that the parish council were intending later in the year to purchase a portable Speed Indicator Device (SID) for the village and had applied for a grant for this.

Cllr Donovan commented on the condition of the Sea Wall area and mentioned there was money in the asset reserve account which could be utilised. Cllr Merrick said it had been previously agreed to leave this project until later in the year for budget purposes. The Clerk mentioned that it was discussed at the last meeting to review the projects and this could be brought back to the meeting in September.

The Clerk said a couple of residents have complained about the condition of the paths in the Jubilee Wood. The Duchy has explained that they are having difficulty in finding a contractor with suitable equipment to cut the narrow paths. The Clerk said she has passed on some contact detail to the Duchy. Cllr Southcombe said that he had a ride on mower and agreed to cut the paths. Cllr Southcombe asked the Clerk to contact the Duchy.

Action Clerk

The Clerk explained that Montacute Parish Council have considerable problems in getting Somerset County Council to cut the verges back. Montacute Parish Council have received a quotation for this job and have asked whether Stoke have an issue regarding verges. Cllr Uhlhorn said most of the areas are part of the groundsman's contract.

Cllr Brooks asked about the road sweeper with the cart who used to clean the streets in the village. The Clerk said several years ago a local man who was employed by District Council used to keep the streets clean and tidy. Cllr Donovan said a resident had been clearing the gutters. The Clerk said that Montacute Parish Council have a lengthsman who is subcontracted out by SSDC to keep the village tidy and do odd jobs. The Clerk said that she would ask SSDC if this programme is still open for new enquiries as the parish council were keen to keep the village tidy.

Action Clerk

19/092 FINANCE:**19/092/a Matters for Report**i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 10th May 2019

	£
NatWest Current Account	100.00
NatWest Business Reserve Account	168,047.68
Lloyds Current Account	47,778.62
Total	215,926.30
Outstanding Transfers	-570.95
Outstanding Bank Charges	-46.00
Outstanding Cheques	-6,941.39
Total as Cash Book	208,367.96

Ring-Fenced Amounts:

	£
Pavilion Reserve Account	16,842.12
Cemetery Project	9,916.47
Asset Management Reserve Account	30,982.50
Bequest – Plants	150.00
Hamdon Youth Centre	40,384.36
Total	98,275.45

Unallocated Money **110,092.51**

ii) Internal Audit

The Clerk reported that unfortunately she has not received the accounts back from the internal auditor. She said she had received a letter from them requesting a bank statement, but all the information is with the auditor. The Clerk said the council may need to hold an extraordinary meeting to approve the accounts.

19/092/b Matters for Resolutioni) Cheques Payable:

	£	
Sarah Moore	78.85	Chq 2238
Expenses/Reimbursements May		
Stable Print & Design	195.00	Chq 2239
Countrywide Ground Maintenance	655.20	Chq 2240
Ground Maintenance for April		
Barbara Brooks	118.80	Chq 2241
Grants Online Subscription		
Hamdon Youth Group	6,290.00	Chq 2242
Youth Worker Grant		
Friends of Norton sub Hamdon Primary School	150.00	Chq 2243
Grant towards Polytunnel		
Stoke sub Hamdon Sports & Recreation Trust	500.00	Chq 2244
Grant for May Fayre Programmes		
Total	7,987.85	

A letter has been received from Martock Job Club requesting a donation towards the Club. Martock Job Club have assisted 12 people from Stoke sub Hamdon and it costs £100 per person. A discussion was held, and it was agreed to donate £200 and to ask for an official poster to go on the noticeboard and for some information about what they do.

Proposed: Cllr Brooks Seconded: Cllr Southcombe agreed unanimously

19/096 MEMBERS' & CLERK'S REPORTS:

No reports given.

19/097 ITEMS FOR FUTURE AGENDAS:

None declared.

19/098 EXCLUSION OF PRESS AND PUBLIC:

The Press and Public are excluded from the meeting in accordance with Section 1(2) of the Public Bodies Admission to Meetings Act 1960 by reason of the confidential nature of business to be discussed.

Item to be discussed is 'Commercial in Confidence'.

19/099 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.40pm. The next parish council meeting will be held on Wednesday, 3rd July 2019 at 7.15pm.