

STOKE SUB HAMDON PARISH COUNCIL

MRS. SARAH MOORE, PARISH CLERK. 24 High Street, Stoke sub Hamdon, Somerset TA14 6PS
Tel: 01935 822455 E-mail: clerksshpc@hotmail.co.uk



MINUTES OF MONTHLY MEETING HELD ON WEDNESDAY 8TH JANUARY 2020 IN THE MEMORIAL HALL

20/001/a PRESENT:

Members: Mrs Barbara Brooks, Mr Hugh Donovan, Mrs L Foley, Mrs Rebecca Merrick, Mr Graham Middleton, Mrs Suzanne Nelms, Mr Bill Southcombe and Mr Malcolm Uhlhorn

Others: Mrs Sarah Moore (Clerk), Mr Mike Hewitson (District Councillor), and no members of the public

20/001/b APOLOGIES:

Mr Andy Dawe 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.

20/002 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 Foley declared an interest in the Community Shop

Cllr Merrick declared an interest in the Sports & Recreation Trust

Cllr Southcombe declared an interest in the Hamdon Community Arts Project

Cllr Uhlhorn declared an interest in the Memorial Hall

20/003 PUBLIC SESSION:

There were no members of the public in attendance

20/004 MINUTES OF PREVIOUS MEETING:

It was RESOLVED to approve and sign the Minutes of the December meeting and confidential minutes.

(Cllr Hewitson entered the meeting)

20/005 MATTERS ARISING FROM MINUTES:

20/005/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) Overhanging trees and vegetation in East Stoke – Highways will investigate the ownership of the bank. If it comes under Highways ownership a works order will be raised but no timescales have been given. It was agreed to wait until Highways have given an update
- ii) Telephone Kiosk in West Street – The Clerk will circulate the contract once it has been returned by the Community Heartbeat Trust.
- iii) Tactile Paving in High Street – Cllr Bloomfield has agreed to investigate this matter further, but no information has been received **Action Cllr Bloomfield**

- iv) Stonehill Allotment – Cllr Nelms agreed to check if the plots in question have been dug over and to take photographs. Action Cllr Nelms
- v) Provision of Bus Shelter – The bus company have confirmed the most used bus stop is the one outside the Memorial Hall. The bus company have offered their assistance in ascertaining the best possible place for a shelter.
- vi) Grit Bin for Orchid Acre Close – Cllr Hewitson agreed to ask the resident to contact the Clerk Action Cllr Hewitson

20/006 DISTRICT & COUNTY COUNCILLORS:

20/006/a Mike Hewitson – District Councillor

Cllr Hewitson said he had no report this month due to the Christmas break and that the Area North meeting was cancelled in December. The Full Council ratified the appointment of a new s151 Officer who will be joining the District Council in 3 months' time, and a new Monitoring Officer.

Cllr Hewitson commented on the press release from Somerset County Council regarding the possibility of a single 'Unitary' Authority.

20/006/b Neil Bloomfield – County Councillor:

The report was given under *Minute ref: 20/005/a*

20/007 SPORTS AND RECREATION TRUST REPORT:

Cllr Merrick reported the AGM is will be held on 3rd March, the CCTV is still on track to be installed in February and the hedge has now been cut back.

The Clerk said she had only received the Facilities Maintenance Plan 2020 that afternoon. Cllr Brooks said because of the lateness of the report this would be discussed at the February meeting.

Cllr Brooks asked if the Sports and Recreation Trust reports can go under the main Sports and Leisure section of the agenda. Action Clerk

20/008 SPORTS & LEISURE:

20/008/a Hamdon Youth Centre:

Cllr Donovan said the listed planning consent is still being addressed and the work that requires full planning permission has been separated out so that internal work can be carried out.

20/008/b Hamdon Youth Group:

No report given.

20/008/c Memorial Hall and Grounds:

No report given.

20/008/d Play Areas:

Cllr Uhlhorn said the pedestrian gate in the Memorial Hall play area is still not shutting properly as it has dropped on its hinges. It was agreed to contact the handyman to fix the problem. Action Clerk

Cllr Uhlhorn said Wicksteed Leisure have encountered some problems regarding the repair of the swings at the Stonehill play area and have quoted for some additional parts. Cllr Uhlhorn and the Clerk will liaise to discuss this new quotation which can then be raised at the next meeting. Action Cllr Uhlhorn & Clerk

20/008/e Any Other Issues:

No report given.

20/009 VILLAGE ENVIRONMENT:

20/009/a Allotments

It was agreed that before addressing the issue regarding the allotment holder at Stonehill, photographic evidence was needed – see *Minute ref: 20/005/a*.

It was agreed that once there is proof of non-compliance to RESOLVE that the allotment holder's tenancy of the allotments at Stonehill be terminated with immediate effect due to his continual breach of tenancy conditions and to RESOLVE that the Parish Clerk be authorised to write him to that effect. Cllr Middleton said also to state which tenancy conditions have been breached. Concerns were raised about the length of time the allotment holder has had their allotments. However, the Clerk clarified that a tenancy is renewed on an annual basis. Cllr Brooks said that this particular allotment holder has previously been written to regarding incidents on their plots.

Cllr Brooks reported that a resident asked if she could run a garden scheme at the youth centre and Cllr Brooks suggested making an allotment available. The Clerk said there were some plots available at Furlands which the parish council could make suitable for use. It was agreed to offer a plot free for a year.

20/009/b Crime and Anti-Social Behaviour:

Cllr Foley raised the matter of 'county lines' drug issues and the grooming of young people within the village. Cllr Foley felt it is the duty of the parish council to raise awareness in the village and that she has already spoken with the landlords of the public houses. Cllr Nelms suggested bringing back the pub watch scheme where offending people are banned from all the pubs in the village.

Cllr Foley commented that drug dealers are giving children incentives to entice them into working for them. The Clerk suggested holding a village meeting to raise awareness and Cllr Brooks agreed to draft a letter to the schools, pubs etc. It was also agreed to put an article in the newsletter making residents aware of 'county lines' once we had received advice on the facts.

Action Cllr Brooks

Cllr Donovan said that he would forward an email he had received to all councillors.

Action Cllr Donovan

20/009/c Footpaths:

No report given.

20/009/d Ground Maintenance:

Cllr Uhlhorn said four contractors expressed an interest in the new ground maintenance contract. However, one decided not to tender. The three contractors who tendered were Countrywide Ground Maintenance, Evis Ground Maintenance and K M Dike Nurseries. Cllr Uhlhorn said all the prices were comparable and he put forward his recommendation. A discussion was held, and it was RESOLVED to award the contract to Evis Ground Maintenance.

Cllr Uhlhorn said a meeting was required with the new contractor in order for the contract document to be signed.

Cllr Southcombe said the fibreglass tree supports around the trees in the Jubilee wood were coming away and could possibly be recycled. It was agreed to contact the rangers on Ham Hill to find out whether they could make use of them.

Action Clerk

Cllr Foley suggested contacting the farmer to find out whether he would be able to transport them.

20/009/e Highways and Transport:

A report had been circulated to councillors regarding the additional Speed Indicator Device quotes and a response from Somerset County Council on Highway compliance. The Clerk gave an example of a S.I.D. report.

It was RESOLVED to purchase a SID from Truvelo at a cost of £3,275 subject to approval from SCC.

The clerk said prior to purchasing a device the council needed to inform SCC which device the council has agreed on and to let them know where in the village the SID will be placed. Cllr Brooks agreed to look at the best locations so the Clerk can contact SCC.

Action Cllr Brooks & Clerk

20/009/f Street Lighting

No report given.

20/009/g Defibrillator Report

The Clerk said she has not received a report for two months.

20/009/h Befriending Scheme

Cllr Foley said the befrienders have been invited to the Stoke Lunch Club to meet residents.

20/009/i Any Other Issues:

The Clerk said as the parish council does not have the General Power of Competence, she has checked with the Somerset Association of Local Councils whether the parish council can give a grant towards the community shop. SALC have confirmed that a grant can be given under the Local Government Act 1972 s.137. A discussion was held. Cllr Donovan said if a grant was approved then this would have to come out of the council's asset reserves. Cllr Foley said this would be a one-off grant. Cllr Foley also stated that the community shop has now had FCA approval.

It was RESOLVED to fully support the project and give a one-off grant of £3,900.

(Cllr Hewitson left the meeting)

20/010 FINANCE:

20/010/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 31st December 2019

	£
Lloyds Current Account	164,864.02
Outstanding Cheques	75.00
Total as Cash Book	164,789.02

Ring-Fenced Amounts:

	£
Pavilion Reserve Account	20,042.12
Cemetery Project	12,316.47
Asset Management Reserve Account	33,382.50
Bequest – Plants	150.00
Hamdon Youth Centre	37,115.76
Total	103,006.85

Budget Working Capital **61,782.17**

ii) Quarterly Budget Comparison

The Comparison of Budget report as at 31st December 2019 had been circulated to all councillors. The report shows the annual budget for 2019/20 and the actual spend to date. The Clerk reported that the 3rd quarter of the financial year the parish council's expenditure is on budget.

20/010/b Matters for Resolution

i) Invoices Payable:

Countrywide Ground Maintenance for	£	
Grounds November.	655.20	BACS
Maintenance (paid 04.12.19)		
Sarah Moore Expenses/Reimbursements	221.51	BACS
December		
Stable Print & January Newsletters	195.00	BACS
Design Ltd		
Countrywide Ground Maintenance for	655.20	BACS
Grounds December		
Maintenance		
HMRC PAYE – Period 8-10	120.80	BACS
	<u>1,847.71</u>	
Total		

It was RESOLVED to pay the invoices.

ii) Other:

Cllr Donovan said the Finance committee met and decided to readdress the major project lines. In order to avoid a significant increase in council tax in April they suggested making the provision of a Bus Shelter a long-term project especially as surveys, a consultation and planning will need to be carried out. It is recommended that this budget line is reduced from £10,000 to £1,500 which will take the budget down to £69,721. It was hoped to install the bus shelter in 2021/22.

It was RESOLVED to reduce the budget

Further demands on the parish council's finances from the Cemetery project, HCAP, the community shop, the befriending scheme, additional insurance and a new ground maintenance contract means added pressure on the council's asset reserve.

The Tax Base figure for 2020/21 has increased from 722.38 to 732.08 so the Finance committee is recommending increasing the precept by 12% making it £68,471 which is an increase of £8.90 p.a. on a Band D rate.

It was RESOLVED to increase the precept to £68,471

20/011 **PLANNING:**

20/011/a Planning Information:

No report given.

20/011/b Parish Planning Working Party Feedback on Applications:

There were no applications to report on.

20/011/c Planning Decisions and Reports:

i. Reports

19/02973/HOU – Alterations and the erection of a first-floor extension to side of dwellinghouse – 76 Ham Hill, Stoke sub Hamdon TA14 6RW – awaiting decision

ii. Decisions

19/02971/HOU – The erection of a single storey side extension and provision of additional off-road parking – 25 The Avenue, Stoke sub Hamdon TA14 6QB - approved

19/02873/HOU – Formation of a first-floor shower and construction of new dormer – Tudor, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ - approved

20/012 **GOVERNANCE:**

No report given

20/013 **CORRESPONDENCE:**

A letter was received from Somerset County Council regarding Unitary Authorities. This was discussed under *Minute ref: 20/006/a*

20/014 **MEMBERS' & CLERK'S REPORTS:**

Cllr Brooks said a date needed to be set for the village picnic for the VE day celebrations. A discussion was held, and it was agreed have the picnic on Sunday 10th May, to approach the gardening club for a marquee and to obtain quotes for a hog roast plus alternatives.

The Clerk said she has notified the Duchy about the mesh holding the bank back opposite Windsor Lane is slipping into the road. The Duchy will investigate this.

Cllr Donovan reported the drain opposite North Street Farmhouse is blocked.

Action Clerk

20/015 **ITEMS FOR FUTURE AGENDAS:**

None declared.

20/016 **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'.

20/017 **DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 9.30pm. The next parish council meeting will be held on Wednesday, 5th February 2020 at 7.15pm.