

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 2ND JUNE 2021** **AT THE HAMDON YOUTH & FAMILY CENTRE**

21/078/a PRESENT:

Members: Mrs Barbara Brooks, Mr Hugh Donovan, Mr Andy Dawe, Mrs Lyn Foley, Mr Paul Jefferies, Mrs Rebecca Merrick, Mr Graham Middleton Mrs Suzanne Nelms, Mrs Alex Schellenberg and Mr Bill Southcombe

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

21/0078/b APOLOGIES:

Mr Neil Bloomfield (County Councillor)

21/079 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 and the panelling refurbishment work being carried out at the Youth Centre.

Cllr Foley declared an interest in the Community Shop.

Cllr Jefferies declared an interest in the Sports & Recreation Trust

Cllr Merrick declared an interested in the Memorial Hall and the Sports & Recreation Trust

Cllr Nelms declared an interest in the Friends of Ham Hill

21/080 PUBLIC SESSION:

No members of the public were in attendance.

21/081 MINUTES OF PREVIOUS MEETING:

It was RESOLVED to approve and sign the Minutes of the March meeting.

21/082 MATTERS ARISING FROM MINUTES:

The Clerk reviewed the items on the Action List:

- i. Overhanging trees between Co-Op and Loder's Corner: A letter has been sent to SCC complaining about this issue. **Action Clerk**
- ii. Telephone Box Renovation: Cllr Southcombe said made a start with the renovation of the kiosk and will complete it within the next couple of weeks. **Action Cllr Southcombe**
- iii. Dog Fouling on Recreation Ground: The Clerk said SSDC have erected some signs and has supplied some extra signs which the Clerk will deliver to the Sports and Recreation Trust over the next few days **Action Clerk**
- iv. Broken Service Cover in the High Street: This belonged to BT and has now been replaced.
- v. Cable on Memorial Hall Grounds Wall: This also belongs to BT and was reported at the same time as the service cover but unfortunately this has yet to be fixed. **Action Clerk**
- vi. Defibrillators: The Clerk said the new pads have arrived and these have been given to Cllr Foley who will is now doing the regular checks on both defibrillators at the Prince of Wales and the Memorial Hall. The Clerk said she needs to contact HeartStart for the batteries and some more pads. **Action Clerk**

21/083 DISTRICT & COUNTY COUNCILLORS:

21/083/a Mike Hewitson – District Councillor

Cllr Hewitson explained that the District Council were having ICT issues especially emails and asked for councillors to contact him by phone instead.

(Cllrs Dawe and Nelms entered the meeting)

Cllr Hewitson said SSDC outsourced the running of the recent unitary poll. Unfortunately, some offensive material was uploaded onto the website by hackers which caused problems with some of the electorate. SSDC have apologised to Somerset County Council and the Secretary of State.

There has been a rise in anti-social behaviour in both Stoke and Norton.

21/083/b Neil Bloomfield – County Councillor:

No report received.

21/084 **SPORTS & LEISURE:**

21/084/a Hamdon Youth Centre:

Cllr Brooks reported the Hamdon Youth Centre has held their AGM. The Centre has received the Restart grant from SSDC, and the Trustees have agreed to donate £17,000 to the Parish Council towards the refurbishment of the Centre.

Cllr Brooks said a quote had been received from D R Jones Group for the panelling work in the main hall of £5,481 plus VAT. This was considered overpriced for the amount of work required and, as other firms were unwilling to quote Cllr Donovan said if the Parish Council purchased the materials, he would carry out the work. The cost of the materials would be £1,016.67 plus VAT and Cllr Donovan quoted £2,880 for 18 days labour. The total cost of the work being £3,856 plus VAT (on the materials). Due to timescales, councillors had already been asked to approve this quotation prior to the meeting. Cllr Brooks asked councillors to formally ratify this approval. Cllr Donovan declared an interest and abstained from voting. It was RESOLVED to accept Cllr Donovan's quotation. Cllr Brooks thanked Cllr Donovan for the work carried out so far.

Cllr Brooks said hopefully Phase 2 of the refurbishment may be able to start during the summer holidays.

(Cllr Merrick entered the meeting)

21/084/b Hamdon Youth Group:

Cllr Brooks said the Youth Group have been holding some outreach sessions in Stoke and some in Norton village hall. The Youth Group have received the Restart grant from SSDC and have agreed to donate £1,000 to the Parish Council towards the refurbishment of the Youth Centre.

21/084/c Memorial Hall and Grounds:

Cllr Brooks said the Memorial Hall Committee has received the Restart grant from SSDC. The Trustees have installed a Hive system so the heating can be controlled remotely. Cllr Brooks said although she is still Chairman of the Memorial Hall, she will be taking 3-4 months off due to other work commitments and asked Cllr Merrick to do the reports for the parish council meetings which she kindly agreed to do.

21/084/d Play Areas:

The Clerk reported that the metal liner in the litter bin has rusted through, and she was checking to see whether a replacement liner be sourced. **Action Clerk**

The Clerk agreed to send the monthly play area inspection spreadsheet to Cllrs Nelms and Schellenberg. **Action Clerk**

21/084/e Sports and Recreation Trust:

The Sport and Recreation Trust's Inspection Report for May had been circulated to councillors. Cllr Merrick said the Trust has also received the Restart grant from SSDC and thanked Cllr Hewitson for all the support they have received from SSDC.

Cllr Merrick said the Charity Shop has re-opened. The May Fayre Committee considered holding an event over the August Bank Holiday, but this may not be possible due to the short notice.

Cllr Hewitson asked if there had been any patrols from the dog warden and could he have some feedback. **Action Cllr Merrick**

21/084/f Any Other Issues:

None reported.

21/085 **VILLAGE ENVIRONMENT:**

21/085/a Allotments

The Clerk said she is still receiving the rent in and there have been no further issues regarding the payment of the deposit. Cllr Donovan asked how many vacant plots there were at Stonehill. Cllr Donovan said vacant plots at Stonehill were in a terrible condition. A discussion was held, and it was agreed to advertise the plots again in both the newsletter and in the Community Shop stating plots are available in varying sizes. The Clerk suggested that once the plots had been strimmed/weed sprayed the Parish Council could get a weed suppressant membrane to go onto the plots until they are rented out. Cllr Nelms suggested paying one of the allotment holders the job of clearing them. It was RESOLVED to get the allotments cleared and to purchase some weed suppressant membrane. **Action Clerk**

21/085/b Crime and Anti-Social Behaviour:

No report.

21/085/c Footpaths:

No report.

21/085/d Ground Maintenance:

i. Groundsman

Cllr Schellenberg asked if the groundsman could clear the wall in Cole Lane. The Clerk said that this was the responsibility of the residents of Brocks Mount as it forms part of their boundaries. Cllr Merrick said she would have a look and speak to the residents. **Action Cllr Merrick**

Cllr Brooks said the groundsman had not cut the grass in the Youth Centre grounds. **Action Clerk**

(Cllr Hewitson left the meeting)

ii. Parish Lengthsman

The Action report had been circulated to councillors.

The Clerk said she met with lengthsman to discuss the following:

- Overgrown trees at Sea Wall - as this is a large job so it would be more cost effective to get the 'Trees' team to carry out this work. The Clerk said she was waiting for a quote from Streetscene.
- The vegetation clearance along the roadside in Langlands and the ivy/brambles on the Memorial Hall wall. This will be done once BT have moved their cable.
- Weed clearance at the lower half of North Street.
- Cut back overhanging vegetation at the back of Great Field Lane
- Digging away soil over a drain in Tunwell Lane.
- Postcreting the post of the noticeboard in the Memorial Hall grounds.
- The weeds at the top of the High Street (non-pavement side). The lengthsman said a risk assessment needs to be carried out as this is a high-risk area and a traffic light system may be required. The lengthsman will check with Streetscene on whether he would be allowed to do the work.

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Cllr Donovan gave an update on the speed indicator device. The SID has been in Norton Road and despite the ongoing roadworks there were incidents of excessive speed. Hugh has already sent the data reports out to everyone and offered to send the software to councillors.

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The Clerk reported that there would be road closures at Castle Street on 1st June for 20 days to enable work to be carried out by Gigaclear to be carried out and in Ham Hill Road on 7th June for 2 days to enable work to be carried out by Wessex Water.

21/085/f Street Lighting

Nothing to report.

21/085/g Defibrillator Report

This item was discussed under *Minute ref: 21/082 (vi)*.

21/085/h Community Shop

Cllr Foley said the shop was going well but it a little quieter than usual with people now going back to work. The AGM should be held shortly.

21/085/i Any Other Issues:

- i. **Bus Shelter**
Cllr Schellenberg had sourced some quotes of different styles of bus shelter and a comparison report of these had been circulated to councillors. A discussion was held regarding the pros and cons of wooden shelters compared to metal shelters. It was agreed to have a shelter with metal sides and roof and mesh infill. Cllr Schellenberg agreed to get quotes from the companies and ask for a mock-up picture to see what it would look like at the site to bring to the next meeting. **Action Cllr Schellenberg**
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21/086 FINANCE:

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- i. The Clerk gave the monthly bank reconciliation report as of 31st May 2021.

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Total as Cash Book	191,293.15
 <u>Less Ring-Fenced Amounts:</u>	
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Bequest – Plants	150.00
Hamdon Youth Centre	<u>8,632.76</u>
Total	85,126.41
 Budget Working Capital	 106,166.74

- ii. Melton Building Society
The Clerk confirmed the annual interest had been received of £127.06.

21/086/b Matters for Resolution.

i. Invoices Payable:

		£	
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Stable Print	June Newsletters	195.00	BACS
Evis Ground Maintenance	May Ground Maintenance	666.66	BACS
HMRC	PAYE Period 1-3	163.60	BACS
SSDC	Parish Lengthsman – April	173.16	BACS
Mr R Findlay	Return of Allotment Fees & Deposit	36.33	BACS
Came & Company	PC Insurance	3,749.08	BACS
Hugh Donovan	Reimburse Materials for HYFC Panelling	1,019.66	BACS
Total		6,111.74	

The Clerk said she has collected the accounts from the internal auditor and asked if their invoice of £138 could be added to payments. It was RESOLVED to pay the invoices.

21/086/c ANNUAL GOVERNANCE STATEMENT:

The Annual Governance Statement was circulated to councillors. It was RESOLVED to approve and sign the Annual Governance Statement for 2020/21.

21/086/d ANNUAL ACCOUNTING STATEMENT:

The Annual Accounting Statement was circulated to councillors. It was RESOLVED to approve and sign the Annual Accounting Statement for 2020/21

21/087 PLANNING:

21/087/a Planning Information:

No information received.

21/087/b Parish Planning Working Party Feedback on Applications:

21/01684/PAPV – notification for prior approval for the installation of a solar photovoltaic system on the roof of premises – Rangers Office, Ham Hill, Stoke sub Hamdon - no observations or objections.

21/087/c Planning Decisions and Reports:

Reports

21/00920/HOU – replacement of two rear windows and addition of two conservation rooflights – Church Farm House, East Stoke, Stoke sub Hamdon TA14 6UF – no published progress since last month.

20/03624/TCA – notification of intent to carry out tree surgery works to no. 1 tree within a Conservation Area – Rag Cottage, 27 High Street, Stoke sub Hamdon TA14 6PR – no published progress.

20/02274/DPO – application for the modification of section 106 agreement between South Somerset District Council, Abbey Manor Developments Ltd and Blue Cedar Houses Ltd attached to planning approval 16/03872/FUL dated 22 December 2016 and approval 17/00186/FUL dated 24th February 2017 to remove the age restriction attached to the approvals. – Land and Buildings, Greatfield Lane, Stoke sub Hamdon TA14 – No further published progress.

20/00991/OUT – outline application with all matters reserved save for access for the residential development of land for up to 30 no. dwellings - Land at Masons Lane, Montacute – No further published progress.

20/01831/FUL – the erection of a detached chalet style dwelling and associated access and parking - Land rear of Princes Close Car Park, Stoke Sub Hamdon – No published progress.

Decisions

20/01403/PDE – proposed single storey rear extension – 50 Norton Road, Stoke sub Hamdon TA14 6QW – Permitted.

It was RESOLVED to ratify the Planning Working Party's recommendations.

21/088 GOVERNANCE:

Nothing to report.

21/089 CORRESPONDENCE:

No correspondence has been received.

21/090 MEMBERS' & CLERK'S REPORTS:

Cllr Schellenberg asked for an update on the new website. The Clerk said she was still uploading the information and needed some more photographs. Cllr Brooks asked Clerk if they could meet so she could see how the new website was progressing.

Action Cllr Brooks & Clerk

Cllr Foley said a number of residents have been complaining about Hamdon Medical Centre and the local NHS provision. She said residents do not know how they could complain to the Symphony Group about the communication and service levels and is there anything the Parish Council can do to help. Also, it is felt that the surgery is discriminating against some residents as you can only book appointments online and not everyone has internet access. Unfortunately, the Parish Council do not have the power to do anything, it needs village residents to petition to Symphony Group. It was suggested writing to the Symphony Group and Hamdon Medical Centre expressing the concerns raised about the levels of service and also contact other parish councils to ask them to do the same.

Action Cllr Brooks & Clerk

It was agreed for Cllr Foley to keep a general record of concerns so that these issues could be raised in the letter.

Action Cllr Foley

21/091 ITEMS FOR FUTURE AGENDAS:

None declared.

21/092 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 21.06pm. The next Parish Council meeting will be held on Wednesday, 7th July 2021 at 7.00pm in the Hamdon Youth and Family Centre.

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21/080 **PUBLIC SESSION:**

No members of the public were in attendance.

21/081 **MINUTES OF PREVIOUS MEETING:**

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21/082 **MATTERS ARISING FROM MINUTES:**

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(Cllrs Dawe and Nelms entered the meeting)

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Cllr Hewitson asked if there had been any patrols from the dog warden and could he have some feedback. **Action Cllr Merrick**

21/084/f Any Other Issues:

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21/085 **VILLAGE ENVIRONMENT:**

21/085/a Allotments

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20/01831/FUL – the erection of a detached chalet style dwelling and associated access and parking - Land rear of Princes Close Car Park, Stoke Sub Hamdon – No published progress.

Decisions

20/01403/PDE – proposed single storey rear extension – 50 Norton Road, Stoke sub Hamdon TA14 6QW – Permitted.

It was RESOLVED to ratify the Planning Working Party's recommendations.

21/088 GOVERNANCE:

Nothing to report.

21/089 CORRESPONDENCE:

No correspondence has been received.

21/090 MEMBERS' & CLERK'S REPORTS:

Cllr Schellenberg asked for an update on the new website. The Clerk said she was still uploading the information and needed some more photographs. Cllr Brooks asked Clerk if they could meet so she could see how the new website was progressing.

Action Cllr Brooks & Clerk

Cllr Foley said a number of residents have been complaining about Hamdon Medical Centre and the local NHS provision. She said residents do not know how they could complain to the Symphony Group about the communication and service levels and is there anything the Parish Council can do to help. Also, it is felt that the surgery is discriminating against some residents as you can only book appointments online and not everyone has internet access. Unfortunately, the Parish Council do not have the power to do anything, it needs village residents to petition to Symphony Group. It was suggested writing to the Symphony Group and Hamdon Medical Centre expressing the concerns raised about the levels of service and also contact other parish councils to ask them to do the same.

Action Cllr Brooks & Clerk

It was agreed for Cllr Foley to keep a general record of concerns so that these issues could be raised in the letter.

Action Cllr Foley

21/091 ITEMS FOR FUTURE AGENDAS:

None declared.

21/092 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 21.06pm. The next Parish Council meeting will be held on Wednesday, 7th July 2021 at 7.00pm in the Hamdon Youth and Family Centre.