

# STOKE SUB HAMDON PARISH COUNCIL

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## MINUTES OF MONTHLY MEETING HELD ON WEDNESDAY 3<sup>RD</sup> NOVEMBER 2021 AT THE HAMDON YOUTH & FAMILY CENTRE

### 21/139/a                      **PRESENT:**

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

**Others:** Mrs Sarah Moore (Clerk), Mr John Bailey, Chairman of Hamdon Youth Group and no members of the public

### 21/139/b                      **APOLOGIES:**

Mr Andy Dawe, Mr Mike Hewitson (District Councillor) and Mr Neil Bloomfield (County Councillor)

*(Cllr Southcombe entered the meeting)*

### 21/140                      **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 Jeffery declared an interest in the Sports & Recreation Trust

Cllr Merrick declared an interested in the Sports & Recreation Trust

Cllr Nelms declared an interest in the Friends of Ham Hill

Cllr Southcombe declared an interest in HCAP and the URC

### 21/141                      **PUBLIC SESSION:**

Mr Bailey gave a presentation Hamdon Youth Groups activities and financial position over the past year. Mr Bailey also asked Councillors to consider giving the usual grant toward the provision of a Youth Worker for 2022/23 as in previous years. This normally amounts to £6,352.90 but Mr Bailey said the Hamdon Youth Group committee have suggested the Parish Council give them a grant of half the usual amount and for the Parish Council to utilise the remaining amount towards the refurbishment of the Youth Centre with the proviso that the Parish Council commit to a grant of £6,352.90 in 2023/24.

Cllr Brooks thanked Mr Bailey for all the hard work the committee do for the young people of Stoke and Norton and for the consideration given in respect of the youth centre. Cllr Brooks said Councillors would discuss his request and proposal later in the agenda and let him know.

*(Mr Bailey left the meeting)*

### 21/142                      **MINUTES OF PREVIOUS MEETING:**

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

### 21/143                      **MATTERS ARISING FROM MINUTES:**

The Clerk reviewed the items on the Action List:

- i. Overhanging trees between Co-Op and Loder's Corner: No update on this issue. It was agreed to contact another section of the Highways department                      **Action Clerk**
- ii. Wall in Cole Lane and overhanging vegetation: Cllr Merrick said the management company had been dissolved by court order and the maintenance is down to the owners in Brocks Mount. However, Cllr Merrick said she was not comfortable telling owners to cut back vegetation unless the whole village was instructed to maintain their boundaries.

- iii. Newsletter: The Clerk said she had approached the editor of the Hambook about incorporating the newsletter in the Hambook. The Hambook's editor will speak to their deliverers in the first instance and pointed out that there would be a charge for this service. A discussion was held, and it was agreed the matter warrants further discussion but for the time being to continue delivering the newsletters separately.

**21/144 DISTRICT & COUNTY COUNCILLORS:**

**21/144/a** Mike Hewitson – District Councillor

No report received

**21/144/b** Neil Bloomfield – County Councillor:

No report received

**21/145 SPORTS & LEISURE:**

**21/145/a** Hamdon Youth Centre:

Cllr Brooks gave a progress report on Phase 2 of the refurbishment project which is slightly behind schedule due to the roof is still leaking, and a new roof will need to be installed before the majority of the internal work can recommence. Cllr Brooks explained that the cost for the new roof will come out of the Asset Reserve Fund and not the HYFC project as it is classified as maintenance of a village asset.

Cllr Brooks said some unexpected problems have arisen in relation to the creation of the disabled toilet in respect of floor levels, sealing up the external door in line with Conservation requirements, and replacing a ceiling joist. All these extra jobs will amount to £503 plus VAT. Some adjustments need to be made to the width of the old toilet door as the Access Survey done via SSDC incorrectly advised that the width would meet regulations and the council are awaiting a price on this and, new doors have had to be sourced.

Cllr Brooks confirmed that the service area that is not affected by the leaks will be finished, the painting of the two external entrance doors and downpipes and access ramp handrail has now been completed and, the planning application and List Buildings Consent for the fire alarm system, emergency lighting and external CCTV have been approved.

**21/145/b** Hamdon Youth Group:

A discussion was held regarding the presentation, grant request and proposal given under *Minute ref: 21/141*. Councillors felt that the usual full amount should be given this year as HYG were now back to normal operations and RESOLVED to give the full amount of £6,352.90 for 2022/23. If HYG wish to make a donation in the future this was up to them.

In regard to the 2 year rolling grant request, councillors agreed that it would not be prudent to commit to detailed grant figures for future years in advance as the Parish Council would wish to consider both parties' financial position at the relevant time. However, it was the council's intention to support the youth provision on a permanent basis. It was RESOLVED to ask the Hamdon Youth Group to make the usual annual grant request on an annual basis.

**21/145/c** Memorial Hall and Grounds:

No report received.

**21/145/d** Play Areas:

The monthly inspection reports for the Memorial Hall and Stonehill play areas had been circulated to councillors.

The Clerk reported that the wetpour surfacing had been put down by Soft Surfaces Ltd on 21<sup>st</sup> October. However, when it was inspected there were some small holes in it. The Clerk said that she had contacted the contractors asking them to rectify what she thought was their error, but they set back a photograph showing the area was undamaged. A discussion was held, and it was agreed to check the warranty before paying the invoice. **Action Clerk**

**21/145/e** Sports and Recreation Trust:

The Inspection report was circulated to councillors.

**21/145/f** Any Other Issues:

Cllr Brooks asked Cllr Southcombe for an update on HCAP and the purchase of the United Reformed Church. Cllr Southcombe said that HCAP were unsuccessful in obtaining a Ministry of Housing, Communities & Local Government grant but will reapply in December. Cllr Southcombe said that HCAP will also be applying to the Princes Trust and the Big Lottery for

a grant. Cllr Southcombe said the church is being used for event and by the user groups and is optimistic HCAP will be successful.

A discussion was held on the Queen's Platinum Jubilee is on 3<sup>rd</sup> June 2022. It was agreed to hold a major village event to suggest to all the village organisations that we work together to have a village wide celebration. The Parish Council could provide a grant towards costs. Cllr Brooks said we need to be aware that Castle School will be holding a Circus Day on 12<sup>th</sup> June and the May Fayre will be held in the same month. Cllr Foley suggested that the May Fayre could be moved to the end of August and Cllr Jeffery agreed to talk to the May Fayre Committee.

**Action Cllr Jeffery**

**21/146 VILLAGE ENVIRONMENT:**

**21/146/a Allotments**

Cllr Nelms said the hedgehogs were starting to hibernate so the allotments can now be cleared. Cllr Nelms said she has approached the allotment holders and asked if they would like to form their own committee but there was very little interest. A discussion was held on how the plots could be kept free of weeds once the site had been cleared and it was agreed to get the parish lengthsman to clear the site and to ask him to provide a price for doing so

**Action Clerk**

Cllr Nelms asked if she could put some hedgehog houses in the allotments. Councillors thought this was a good idea, but it was agreed that the allotment holders would need to be approached first.

**Action Cllr Nelms**

**21/146/b Crime and Anti-Social Behaviour:**

No report.

**21/146/c Footpaths:**

No report.

**21/146/d Ground Maintenance:**

i. Groundsman

The Clerk said the groundsman was due to cut back the trees at the rear of the Memorial Hall at the beginning of October but due to parked vehicles he was unable to do it at that time. However, he has now completed the job.

The Clerk said she had received a complaint that fallen branches and grass cuttings from the Memorial Hall grounds were being dumped in the hedge at the back of the Memorial Hall grounds. The Clerk said she had asked the groundsman who had confirmed that the fallen branches had been put there temporarily until they were able to take them away. These have now been removed. The grass cuttings had been put there by someone else. The Clerk reported that she has reminded the groundsman to cut back the bank on Ham Hill road and, to cut the grass in Stonehill's play area.

ii. Parish Lengthsman

The Clerk said the lengthsman had been weed spraying throughout the village, has checked the drains and cleared them where possible. He has also cut back the overgrown verge outside the North Street allotments.

The Clerk said the work to Sea Wall has been delayed. Streetscene placed cones on the road adjacent to Sea Wall and notes on residents' vehicles, but the vehicles were not moved. Streetscene will try and complete the work later in the week. It was agreed to do a letter drop to the houses at the top of the High Street and Highway. **Action Clerk**

*(Cllr Middleton left the meeting)*

**21/146/e Highways and Transport:**

i. Speed Indicator Device

Cllr Donovan gave an update on the speed indicator device. The device is currently situated in West Street near the Memorial Hall and Cllr Donovan said that between 96% – 98% of inbound and outbound traffic was within the speed limit.

ii. Road Safety

The Clerk said she had contacted Somerset County Council on the process of getting a 20mph, the installation of an additional pole for the SID and about parking, especially large vans, close to a junction. The Clerk said that she had only just received a response and the information has only just been sent to councillors.

Cllr Brooks said she has put an article in the newsletter stating that the Parish Council is reforming the Transport Strategy Group and is asking residents to become involved.

The Clerk said she had copied the County Councillor in on the email to SCC and he has made some suggestions and has offered to attend the first TSG meeting.

**21/146/f** Street Lighting

No report.

**21/146/g** Defibrillator Report

Cllr Foley said the defibrillator reporting system has now changed and she has registered the two defibrillators on the new site. Cllr Foley said she would forward the login details to the Clerk. Cllr Foley said she had checked both defibrillators and there were no issues.

**Action Cllr Foley**

**21/146/h** Community Shop

Cllr Foley said there was nothing to report.

**21/146/i** Any Other Issues:

i. Bus Shelter

The Clerk said the bus shelter has now been ordered and will be installed at the beginning of December and Euroshel will also putting the Parish Council logo on the glass panels. Cllr Donovan asked whether SCC have agreed to move the bus stop and the Clerk said she had yet to find this out.

**Action Clerk**

ii. Website

The Clerk said she has set up a new email address for the clerk and it was agreed to set one up for the Chairman as well. The Clerk said she was going through the web pages changing the email address information.

**Action Clerk**

iii. BT Cable on Memorial Hall Wall

Cllr Schellenberg said there was a cable on the wall of the Memorial Hall and the Clerk said she had reported this along with a broken drain cover to BT in May. BT has fixed the drain cover but has not yet come out to fix this issue.

**Action Clerk**

iv. Damaged Drain – North Street

Cllr Foley said there was still an issue with a sunken drain in the road in North Street adjacent to the allotments and Great Field Lane. The Clerk said this had been reported a few months ago to SCC who agreed to contact Wessex Water for them to investigate it. Cllr Foley said this drain is getting worse and it was agreed to contact Wessex Water.

**Action Clerk**

v. Overhanging Vegetation

Cllr Foley said there is a lot of overhanging ivy on the wall opposite Castle Farm which is obstructing the pedestrian access. It was agreed to contact the owner and ask them to get it cut back.

**Action Clerk**

**21/147** **FINANCE:**

**21/147/a** Matters for Report

- i. The Clerk gave the monthly bank reconciliation report as of 31<sup>st</sup> October 2021.

	£
Lloyds Current Account	62,282.06
Lloyds Reserve Account	67,830.08
Melton Building Society	<u>33,326.03</u>
Cambridge & Counties	<u>22,730.67</u>
<b>Total as Cash Book</b>	<b>186,168.84</b>

Less Ring-Fenced Amounts:

	£
Pavilion Reserve Account	27,530.67
Asset Management Reserve Account	34,209.06
Allotment Deposits	938.67
Bequest – Plants	150.00
Hamdon Youth Centre	<u>28,331.10</u>

**Total** 91,159.50

**Budget Working Capital** **95,009.34**

ii. CIL Payment.

The Clerk reported that the Council had received a CIL payment for £1,702.80 from SSDC but she was not sure which development this payment was allocated and needed to contact SSDC.

Action Clerk

**21/147/b** Matters for Resolution.

i. Invoices Payable:

		£	
Sarah Moore	Expenses for October	21.85	BACS
Stable Print	November Newsletters	195.00	BACS
Evis Ground	October Ground Maintenance	666.66	BACS
Maintenance			
SSDC	Parish Lengthsman for September	346.32	BACS
Hamdon Property	Paint Exterior Doors to HYFC	964.23	BACS
Purple Hire Solutions	Hire of Portaloo for HYFC	208.65	BACS
	<u>LGA 72 s.137</u>		
The Royal British Legion	Donation towards the Poppy Appeal	75.00	Chq 000007
	Total	<u>4,494.81</u>	

It was RESOLVED to hold the payment for Soft Surfaces Ltd of £3,074.40 until the warranty on the wet pour surfacing had been checked (see *Minute ref:21/145/d*).

It was RESOLVED to pay the invoices for October.

ii. Other

The Clerk asked if she could apply for a credit card as the purchase of items such as the website domain name, defibrillator accessories etc need to be paid online and BACS payments are not an option. Also, there is no added security if paying by debit card. At present, such items are being paid out of personal accounts and reimbursed.

It was RESOLVED for the Clerk to apply for a credit card.

Action Clerk

**21/148** **PLANNING:**

**21/148/a** Planning Information:

Cllr Brooks said there is an informal consultation evening for both Stoke and Montacute Parish Councils on a potential development of 55 eco homes behind Stanchester Academy.

**21/148/b** Parish Planning Working Party Feedback on Applications:

**21/03109/DOC1** and **21/03110/DOC1** - Discharge of Condition 3 (Materials) on applications 17/00186/FUL (2 houses) and 16/03872/FUL (14 houses) - Land at Greatfield Lane, Stoke sub Hamdon – Strongvox have now purchased the site from Blue Cedar and have started re-building work. Some materials are now unobtainable and similar alternatives are being put forward.

**21/148/c** Planning Decisions and Reports:

Reports

**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 published progress from last month. Being delayed by the Phosphates issue.

**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. Being delayed by the Phosphates issue.

**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 24<sup>th</sup> February 2017 to remove the age restriction attached to the

approvals. – Land and Buildings, Greatfield Lane, Stoke sub Hamdon TA14 – Permitted but revised s.106 Agreement not yet published online.

Decisions

**21/02564/LBC** - Single Storey extension. - 15 North Street, Stoke sub Hamdon, TA14 6QQ – application withdrawn.

**20/01396/FUL and 20/1397/LBC** - Installation of wired Fire Alarm system, Emergency lighting and external CCTV system - Hamdon Youth & Family Centre, West Street, Stoke sub Hamdon TA14 6QG – approved.

**21/149 GOVERNANCE:**

Nothing to report.

**21/150 CORRESPONDENCE:**

A letter has been received from Ham & Doultling Stone stating that they will be checking for archaeological remains around the existing site from the stone circle up to the Prince of Wales pub and the work is being conducted by the Cambridge University from 15<sup>th</sup> November for 10 days. This work will help Ham & Doultling Stone with future planning applications.

**21/151 MEMBERS' & CLERK'S REPORTS:**

No reports received

**21/152 ITEMS FOR FUTURE AGENDAS:**

None declared

**21/153 DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 21.36pm. The next Parish Council meeting will be held on Wednesday, 1<sup>st</sup> December 2021 at 7.00pm in the Hamdon Youth and Family Centre.