



STOKE SUB HAMDON PARISH COUNCIL

MRS. SARAH MOORE, PARISH CLERK. 24 High Street, Stoke sub Hamdon, Somerset TA14 6PS
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MINUTES OF THE MONTHLY MEETING HELD ON WEDNESDAY 8TH JUNE 2022 AT THE HAMDON YOUTH & FAMILY CENTRE

22/078/a PRESENT:

Members: Mrs. Lyn Foley (Chairman), Mr. Owen Setter (Vice Chairman), Mrs. Denise Burton, Mr. Paul Goulder and Mrs. Moira Hulett

Others: Mrs. Sarah Moore (Clerk), Mr. John Bailey (County Councillor) and no members of the public

22/078/b APOLOGIES:

Mrs. Barbara Brooks, Mr. Hugh Donovan, Mr. Paul Jeffery, Mrs. Rebecca Merrick, Mr. Graham Middleton, Mrs. Suzanne Nelms, Mr. Mike Hewitson (District Councillor) and Ms. Emily Pearlstone (County Councillor)

The Clerk reported that Cllr Jeffery has decided to resign from the council. Due to work commitments and other personal obligations, he feels that he is unable to commit to the parish council as he would like. Cllr Foley expressed her thanks for everything Cllr Jeffery had done during his time as a councillor.

22/079 DECLARATION OF INTERESTS

Cllr Foley declared an interest in the Community Shop

Cllr Burton declared an interest in the Sports & Recreation Trust and the Charity Shop

Cllr Goulder declared an interest in the Hamdon Youth Group

Cllr Hulett declared an interest in the Community Shop and the Sports & Recreation Trust

22/080 CO-OPTION

The Clerk said a resident who had stood as a candidate for election but was unsuccessful, asking if they could be considered for co-option. However, before accepting the resident as a potential councillor, the official advertisement in accordance with LGA 1972 s.87 needs to go on the noticeboard and website as there may be other residents who wish to join. This notice will need to go for a month before candidates can be considered.

22/081 PUBLIC SESSION

There were no public in attendance.

22/082 MINUTES OF THE PREVIOUS MEETING

Cllr Foley said under *Minute ref: 22/69/f* should read 'tickets given away' and not 'sold'. It was RESOLVED to approve and sign the Minutes of the May meeting.

22/083 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 given. **Action Clerk**

- ii. Community Shop Award: Cllr Foley confirmed she would forward the details over to the Clerk after the presentation. **Action Cllr Foley**
- iii. Freedom of Information request to the police for the number of accidents in the village: Cllr Brooks said the chair of the Transport Strategy Group is dealing with this.
- iv. Hamdon Youth and Family Centre: The rubbish is still to be cleared from the site. **Action Cllr Goulder**
- v. Damaged Access Cover in the High Street: The Clerk reported that this is not BT's cover but Gigaclear. **Action Clerk**

22/084 DISTRICT & COUNTY COUNCILLORS

22/084/a Mike Hewitson – District Councillor

No report.

22/084/b John Bailey – County Councillor

Cllr Bailey's report had been circulated to councillors.

Cllr Bailey went through his report and specifically referred the item on the County's new Local Transport Plan and the Local Walking and Cycling Plans. Information about these can be found on the Somerset Sustainable Transport site. Cllr Goulder asked whether these plans include electric cars and associated infrastructure. A discussion was held, and Cllr Bailey commented that charging points could go in the Memorial Hall car park. The Clerk pointed out that this would have to be discussed with the Trustees of the hall. The Clerk mentioned that SSDC are installing a charging point in the Ham Hill Road car park. It was mentioned that there is an issue for individual households on where charging point could be installed especially for those with no drives and limited parking. Cllr Goulder suggested setting up a group to investigate this and the Clerk mentioned that Cllr Brooks had already carried out some initial research, and it was agreed for this to come under the Transport Strategy Group remit.

Cllr Bailey congratulated the village organisations on a successful Jubilee weekend.

Cllr Bailey said he was happy to help with the Highway issues and bring officers along to meet on site.

Cllr Bailey thanked Cllr Goulder for attending the Hamdon Youth Group meeting
(*Cllr Bailey left the meeting*)

22/085 SPORTS & LEISURE

It was agreed to relook at the Working Parties at next month's meeting

22/085/a Hamdon Youth Centre

No report.

22/085/b Hamdon Youth Group

Cllr Goulder said the HYG meeting was very positive, and they have a 5-year plan based around the Parish Council's funding. Unfortunately, they will run out of money within five years if they do not find funding from somewhere else and Cllr Goulder suggested continuing the funding as long as the Parish Council can afford it. Cllr Goulder said there is no business plan, and their main fundraiser would like to step down. The Clerk said that the Parish Council cannot fundraise for another group, but we can signpost grant opportunities to other groups. Cllr Burton said the group could employ a fundraiser to do their fundraising for them.

Cllr Goulder asked what the Parish Council needed to know from the Hamdon Youth Group and Cllr Foley asked whether they were considering developing a business plan and strategy especially as costs are going up.

Cllr Goulder said the group is in desperate need of volunteers. A discussion was held, and Cllr Foley suggested included helping the group within the Council's 5-year plan whether it is signposting or support in getting volunteers. It was suggested putting an article in the newsletter asking for volunteers and the Clerk said that this needs to come from the group themselves.

Cllr Hulett said if the youth group is happy, she will put a post on the Stoke sub Hamdon Facebook page. Cllr Goulder will check with the youth group. **Action Cllr Goulder**

22/085/c Memorial Hall & Grounds

No report.

22/085/d Play Areas

Inspection Reports

No reports received.

22/085/e Sports & Recreation Trust

Cllr Hulett also reported that the Charity shop is doing well, and they are looking at purchasing a BBQ as a community asset.

The Sports and Recreation Trust have asked if the contacts on the back of the newsletter can be checked as some of them will be out of date. Cllr Hulett agreed to check through the contacts on the back of the newsletter and let the Clerk have any updates. **Action Cllr Hulett**

Cllr Hulett said that the Sports and Recreation Trust have been offered the capital grant of £13,241.00 from the S106 Playing Pitch Contribution for the West Street development, and this contribution was specifically for the Floodlighting Project. This award is to go towards the completion of Phase 2 of that project, which is to improve access by re-surfacing the car park area. The Trust have also been awarded the funding for the skateboard park from SSDC of around £20,000 and understand that the Parish Council will match fund this amount. The Clerk said she would need to check whether this was formally approved. **Action Clerk**

Cllr Hulett also said a resident has agreed to help with the skateboard park project.

22/085/f Any Other Issues

The Clerk said she has received a copy of the letter which was sent by HCAP to the Department for Levelling up, Housing and Communities regarding the funding towards the purchase of the URC. Unfortunately, HCAP have had to withdraw their application.

Cllr Foley asked why HCAP had not received the £12,500 the Parish Council had set aside towards the purchase of the building. The Clerk said that this money was only ring-fenced on the proviso that HCAP got the funding and the mortgage. Cllr Foley said the Chairman of HCAP needs to formally let the Parish Council know that this ring-fenced amount is no longer needed.

22/086 **VILLAGE ENVIRONMENT**

22/086/a Allotments:

Cllr Foley said a meeting was held at Stonehill allotments to discuss a way forward regarding the vacant plots. It was discussed to potentially have it as a small conservation area. Cllr Foley said she has asked Ham Hill rangers if they would help with the cutting back of the vegetation which has proved quite positive. However, a discussion needs to be held with the allotment holders to ask for their help.

The Clerk pointed out that it had been resolved at a previous meeting that the area to the right of the play area had been set aside as a future project for an extension to the play area. However, the area to the back of the play area is just vacant plots.

Cllr Hulett suggested approaching the Sports and Recreation Trust for funding for the play area extension. It was agreed to clear and measure the area in the first instance. Cllr Setter said whoever clears it needs to be mindful of the hedgehogs.

It was agreed for a letter to be sent out to the allotment holders to meet on site to discuss a way forward. **Action Cllr Foley & Clerk**

22/086/b Crime & Anti-Social Behaviour:

Nothing to report.

22/086/c Footpaths:

The Clerk said there are notices up in various locations around the village regarding the Duchy of Cornwall submitting a landowner deposit to Somerset County Council. These went up at the end of February and the public notice was put in the March edition of the newsletter. Under s.15a of the Commons Act 2006, if a landowner submits a deposit within 20 years of the previous deposit, it will prevent any recreational users of the land reaching the 20 years' use

required by the Greens registration criteria. However, it does not take away any rights which may already be established.

Also, the deposit under s.31(6) of the Highways Act helps to protect any claim for any part of the land to become a town or village green. However, it does not take away any rights which may already be established.

22/086/d Ground Maintenance:

The Clerk said the groundsman has caught up with the maintenance. However, the only outstanding item is the verge in Ham Hill Road opposite Princes Close.

Cllr Foley asked whose responsibility it was to cut the grass at Queen's Crescent. The Clerk said that this was Abri's as is Princes Close.

The Clerk said the lengthsman has weed sprayed between St Mary's Church and Stonehill. He has also refurbished the outside of both noticeboards. However, the lock for the noticeboard at the Co-Op is still jammed and the Clerk is going to get another set of keys cut so that he can refurbish the inside as well. He has prepared the railings at the top of Windsor Lane for painting. He has partly pressure washed the steps at Cole Lane but this does not successfully get rid of the algae so he will treat this on his next visit. The lengthsman has clipped around the traffic signs in North Street but is unable to cut back the trees/bushes fully as he is not permitted to do so during nesting season.

22/086/e Highways & Transport:

- i. **Road Closures:** Langlands, Cole Lane and Greatfield Lane will be closed between 21st and 23rd June in order for ducting works to be carried out.
Foldhill Lane, Martock will be closed on 30th June for 9 days so that Gigaclear can carry out works to build a plinth for the access cabinet
Overnight resurfacing works are being carried out on the A303 Tintinhull to Cartgate, westbound only between 6th and 24th June.
- ii. **SID:** Cllr Burton said a resident has asked why the Speed Indicator Device does not go at the bottom of North Street.

22/086/f Street Lighting:

The Clerk said light on the triangular warning sign in Ham Road is flashing so this needs to be reported.

Action Clerk

22/086/g Defibrillators:

Cllr Foley said there were no issues with the defibrillators and the reports have been sent off.

22/086/h Community Shop:

Cllr Foley said the Community Shop has won the Best Small Convenience Store of the Year: South West England (Somerset) and a presentation will be held on the 15th of June.

22/086/i Any Other Issues:

The Clerk said she no longer has a volunteer to deliver the newsletters in Morley Road. The Clerk said the volunteer who delivers the newsletters at the top end of North Street has not been available for the last two months. Cllr Foley asked if the newsletters for North Street could be dropped off at the Community Shop and there will be someone who can deliver them.

Cllr Hulett asked if she could publish the road closures on the Stoke sub Hamdon Facebook page.

22/087 FINANCE

22/087/a Matters for Report

- i. **Monthly Bank Reconciliation**

The Clerk gave the monthly bank reconciliation report as of 31st May 2022

	£
Current Account	31,295.57
Lloyds Reserve	43,833.17
Melton Building Society	33,428.98
Cambridge & Counties	<u>22,730.67</u>

Sub Total	131,288.39
Outstanding Payments	<u>0.00</u>
Total as Cash Book	131,288.39

Less Ring-Fenced Amounts

	£
Pavilion Reserve Account	29,530.67
Asset Management Reserve Account	22,574.70
Allotment Deposits	1,013.67
Bequest – Plants	150.00
Hamdon Youth Centre	<u>-25,992.53</u>
Total	31,549.82

Budget Working Capital 99,738.57

- ii. Annual Interest from Melton Building Society
The Clerk reported that interest of £102.95 was received from the Melton Building Society on 1st May 2022
- iii. Account Signatories
The Clerk said Lloyds Bank required some information about Cllrs Foley and Setter prior to setting them up as signatories. This information will be sent to the Clerk.

Action Cllrs Foley & Setter

22/087/b Matters for Resolution

i. <u>Invoices Payable</u>				
Sarah Moore	Expenses for May	£	22.25	BACS
Stable Print	June Newsletters	£	205.00	BACS
Evis Ground Maintenance	Ground Maintenance for May	£	666.66	BACS
Hamdon Youth & Family Centre	Annual Management Grant	£	2,000.00	BACS
HMRC	PAYE Period 1-3	£	1,133.40	BACS
ElanCity	Additional Mounting Bar for SID	£	78.60	BACS
Pinnacle Accountancy Services	Internal Audit	£	138.00	BACS
Somerset Association of Local Councils	Chairman Training	£	<u>30.00</u>	BACS
	Total		£ 4,273.91	

It was RESOLVED to approve the payments

22/087/c Annual Governance Statement 2021/22

It was RESOLVED to approve the Annual Governance Statement for 2021/22

22/087/d Annual Accounting Statements 2021/22

It was RESOLVED to approve the Annual Accounting Statement for 2021/22

22/088 PLANNING

22/088/a Planning Information:

None declared.

22/088/b Parish Planning Working Party Feedback on Applications:

22/01308/HOU & 22/01309/LBC – removal of existing conservatory and erection of a garden room to side of dwelling – The Well House, 17 Windsor Lane, Stoke sub Hamdon TA14 6UE – no observations or objections

22/01326/COU – change of use of existing two storey barn from 2 holiday units to a beauty salon on the ground floor and an unrestricted flat on the first floor (retrospective) – West End Farm, West Street, Stoke sub Hamdon - no observations or objections

22/088/c Planning Decisions and Reports:

i. Reports

22/00640/HOU & 22/00907/LBC – erection of single storey extension to dwelling – 15 North Street, Stoke sub Hamdon TA14 6QQ – awaiting decision

20/00991/OUT – outline application with all matters reserved save for access for the residential development of land for up to 17 no. dwellings (amended) - Land at Masons Lane, Montacute. – awaiting decision. The developers have submitted an amended flood risk assessment.

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 – awaiting decision – no further update

ii. Decisions

There are no decisions this month.

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

22/089 **GOVERNANCE**

None declared.

22/090 **CORRESPONDENCE**

None declared.

22/091 **MEMBERS' & CLERK'S REPORTS**

The Clerk asked councillors to cc her in on all emails so that she has records for the parish. This was agreed.

22/092 **ITEMS FOR FUTURE AGENDAS**

Working Parties

5-Year Plan

The Clerk said she has set up an Emergency Plan for Montacute and would councillors like to have one set up for Stoke.

22/093 **DATE OF NEXT PARISH COUNCIL MEETING**

There being no further business the Meeting closed at 9.04pm. It was agreed to hold the next meeting on 6th July 2022 at 7pm