

# STOKE SUB HAMDON PARISH COUNCIL

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## **MINUTES OF MONTHLY MEETING** **HELD ON WEDNESDAY 6<sup>TH</sup> OCTOBER 2021** **AT THE HAMDON YOUTH & FAMILY CENTRE**

### **21/124/a                      PRESENT:**

**Members:** Mr Hugh Donovan, Mr Andy Dawe, Mr Paul Jeffery, Mr Graham Middleton, Mrs Suzanne Nelms and Mr Bill Southcombe

**Others:** Mrs Sarah Moore (Clerk), and 1 member of the public

### **21/124/b                      APOLOGIES:**

Mrs Barbara Brooks, Mrs Lyn Foley, Mrs Rebecca Merrick, Mrs Alex Schellenberg, Mr Mike Hewitson (District Councillor) and Mr Neil Bloomfield (County Councillor)

### **21/125                      DECLARATION OF INTEREST:**

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

Cllr Jeffery declared an interest in the Sports & Recreation Trust

Cllr Nelms declared an interest in the Friends of Ham Hill

### **21/126                      PUBLIC SESSION:**

A resident expressed their concern regarding the speed of the traffic along West Street and the High Street and the parking between the junction to Langlands and the Memorial Hall entrance.

*(Cllr Nelms entered the meeting)*

A large van parks in this area which obstructs the visibility of the Langlands junction. The resident also had concerns about the speed at which vehicles pull away from junctions and that there have been three accidents in recent months opposite the shop near the junction to North Street. As there is an increase in footfall because of the number of businesses at the top of the High Street and North Street, and it is one of the routes the children use to get to the primary school, the resident asked if the Parish Council could look into getting a 20mph speed limit in this area. The resident also asked if the Speed Indicator Device (SID) could go up in the area opposite the Memorial Hall.

*(Cllr Southcombe entered the meeting)*

Cllr Donovan explained that before requesting a change in the speed limit a lot of data needs to be collated for Highways and that includes residents reporting accidents. A discussion was held about reducing the speed limit, parking and double yellow lines. It was agreed for the Clerk to contact Highways for some advice and to ask the schools to discuss road safety with the children. It was also agreed to have road safety as a regular agenda item, to put an article in the newsletter and on Facebook asking residents to be mindful about parking. **Action Clerk** The Parish Council is concerned about traffic speed, accidents and parking in the village and are actively looking towards the possibility of a 20mph speed limit, the possibility of extra double yellow lines and addressing parking near junctions which obstructs visibility.

### **21/127                      MINUTES OF PREVIOUS MEETING:**

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

The Clerk reported that information given in the July minutes about the Sports and Recreation Trust applying for s.106 funding, see *minute ref: 21/099/e*, should read the West Street development and not the Southcombe's development.

### **21/128                      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. Reinstall pews at the back of the main hall in the Hamdon Youth Centre: The larger pew has now been installed and Cllr Dawe said he is refurbishing the two smaller pews.
- iii. Stonehill Allotments: The lengthsman has cut down the top of the overgrown vegetation. Cllr Nelms will now check if there are any hedgehogs nesting in this area and report back to the Clerk **Action Cllr Nelms**

**21/129 DISTRICT & COUNTY COUNCILLORS:**

**21/129/a** Mike Hewitson – District Councillor

No report received

**21/129/b** Neil Bloomfield – County Councillor:

No report received

**21/130 SPORTS & LEISURE:**

**21/130/a** Hamdon Youth Centre:

Cllr Donovan updated councillors on Phase 2 of the refurbishment work which started at the end of September. The young people are continuing to have their activities at the Centre but using the Main Hall only and all group leaders have expressed their gratitude that the Centre is able to remain open during the works so that young people can go back to some sort of 'normality' in indoor recreation outside of school and home environments. This is having a positive impact on their mental health and wellbeing.

The Clerk reported that the tree surgeon is unable to take down the Holly tree until the 13<sup>th</sup> of November so PlusNet will not be able to install the Wi-Fi until after this work has been completed.

**21/130/b** Hamdon Youth Group:

Cllr Brooks had attended the Hamdon Youth Group's AGM and their regular management committee meeting on 16<sup>th</sup> September on behalf of the parish council and sent in a report for the parish council. The youth group were once again holding normal sessions at Stoke on Monday evenings and Norton on Wednesdays. In addition to their usual activities the Youth Workers are also listening and talking to the young people on general issues such as loneliness, drugs, relationship issues etc. and are offering support on individual problems. This is what makes the Youth Centre facility such a valuable asset. At present attendance is not as high as it used to be and may take time to get back to normality.

At the committee meeting, members acknowledged that due to the payment of the Government COVID grants, and the considerably reduced outgoings during the pandemic year, the group were in a healthy financial position. As a result, a decision was made that (for this coming year only) they would only be asking for 50% of their usual annual grant request of £6,352.90, although they expected normal outgoings to be needed for the coming year as hire sessions resumed. The committee suggested that the Parish Council could use the 50% of the grant application they were not applying for i.e. £3,176, towards the refurbishment of the Centre as this would be benefitting young people long term. The usual formal grant application presentation would be made at the Parish Council's November meeting.

**21/130/c** Memorial Hall and Grounds:

No report received.

**21/130/d** Play Areas:

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

The Clerk said that the Duchy of Cornwall have no objections to the proposal to change the unused area in the allotments as an extension to the play area. However, they would like to know the specific details of any fencing and other structures before giving their final permission.

**Action Clerk**

If formal permission is given, it was agreed that the multi-goal would go up against the existing play area fence.

The Clerk confirmed that the new wet pour surfacing around the swings will be put down in October.

Cllr Nelms said there are very large ant's nests around the bottom-line edge of the play area fence line. Cllr Donovan said the grass needs to be cut a lot shorter and to inform the groundsman.

**Action Clerk**

**21/130/e Sports and Recreation Trust:**

The monthly recreation ground inspection report for July, the annual inspection report from the Play Inspection Company and the Quarterly Facilities Management report had been circulated to councillors.

The Clerk said a resident has complained to Streetscene about the litter bins, especially the one in the recreation ground car park, saying that they are always full and larger bins are needed. This information has passed onto the Sports and Recreation Trust.

**21/130/f Any Other Issues:**

None reported.

**21/131 VILLAGE ENVIRONMENT:**

**21/131/a Allotments**

This item was discussed under *Minute ref: 21/128 (iii)*.

**21/131/b Crime and Anti-Social Behaviour:**

No report.

**21/131/c Footpaths:**

Cllr Nelms said the public footpath near Sea Wall was appalling since the contractors for Gigaclear have carried out the groundworks. Cllr Donovan asked councillors to investigate the quality of work carried out around the village and report back at the next meeting so that the council can highlight any issues to Highways and Gigaclear and request remedial action to be taken.

**Action Whole Council**

In the meantime, as the Parish Council are concerned about the finish of the work Cllr Southcombe agreed to contact Gigaclear to discuss the issue.

**Action Cllr Southcombe**

The Clerk said the pavement between the top of the North Street down to the old URC needs resurfacing as there are numerous trip hazards. It was agreed to report this to Highways.

**Action Clerk**

**21/131/d Ground Maintenance:**

i. **Groundsman**

The Clerk said the groundsman is scheduled to cut back the trees/hedge at the rear of the Memorial Hall on 15<sup>th</sup> October. The Clerk said needs to talk to the groundsman about the verge in Ham Hill Road as it has not been cut back.

**Action Clerk**

ii. **Parish Lengthsman**

As stated in *minute ref: 21/131/a* the lengthsman had been cutting back the vegetation in the allotments. He has also been weed spraying the village.

**21/131/e Highways and Transport:**

i. **Speed Indicator Device**

Cllr Donovan gave an update on the speed indicator device.

Cllr Nelms asked if the SID could go at the top of the High Street.

ii. **Highway Reports**

There were only the issues regarding speeding etc and these had been discussed under *Minute ref: 21/126*.

**21/131/f Street Lighting**

Cllr Middleton said there are a couple of streetlights in North Street which are enshrouded by some trees. The Clerk said she needed the relevant streetlight numbers so she could report it to County Council.

**Action Clerk**

**21/131/g Defibrillator Report**

The Clerk said the battery and pads had now been delivered and installed in the defibrillator at the Prince of Wales. The Clerk said Cllr Foley has completed the checks and there are no issues with the defibrillators at the Prince of Wales or the Memorial Hall.

**21/131/h Community Shop**

No report received.

**21/131/i Any Other Issues:**

- i. Bus Shelter  
The Clerk said that under planning legislation, bus shelters fall under permitted development. The Clerk said that she had contacted Somerset County Council Highways for permission who directed her to SSDC Planning Department. Councillors RESOLVED to proceed with the project as it falls under permitted development. It was agreed to ask Euroschel to proceed with the installation. **Action Clerk**
- ii. Website  
The Clerk said she had received the domain information and is in the process of setting up the email address. The Clerk said she has received some information from the History Group and has nearly completed the business directory. **Action Clerk**
- iii. Newsletters  
There have been some concerns about the timing of the newsletter deliveries as some residents are not getting them until the middle of the month. Also, the Clerk said she is finding it difficult to get volunteers to help deliver the newsletters. Cllrs Nelms, Dawe and Jeffery offered to deliver from Highway to Shuldham's Corner until a new volunteer can be found. A discussion was held. Cllr Donovan said the village needs a newsletter but not everyone wants one and suggested incorporating it within the Hambook. The Clerk said she would contact the editor of the Hambook. **Action Clerk**

**21/132 FINANCE:**  
**21/132/a Matters for Report**

- i. The Clerk gave the monthly bank reconciliation report as of 30<sup>th</sup> September 2021.

	£
Lloyds Current Account	50,298.15
Lloyds Reserve Account	67,829.49
Melton Building Society	<u>33,326.03</u>
Cambridge & Counties	<u>22,730.67</u>
<b>Total as Cash Book</b>	<b>174,184.34</b>

Less Ring-Fenced Amounts:

	£
Pavilion Reserve Account	24,841.12
Asset Management Reserve Account	38,310.56
Allotment Deposits	938.67
Bequest – Plants	150.00
Hamdon Youth Centre	<u>12,322.60</u>
<b>Total</b>	<b>76,563.95</b>

**Budget Working Capital 97,620.39**

- ii. Quarterly Budget Comparison Report  
The Quarterly Comparison report had been circulated to councillors. This compares actual spend against budget and at the half-yearly expenditure is 46% against budget.
- iii. PKF Littlejohn External Auditor's Report  
PKF Littlejohn's report is as follows:  
*'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. There are no other matters affecting our opinion which we need to draw attention to the authority.'*
- iv. Budget 2022/23 Meeting  
The Clerk said the Finance Committee need to arrange a meeting in November to discuss the budget for the 2022/23 financial year. The Finance Committee agreed to meet on 27<sup>th</sup> October.

**21/132/b** Matters for Resolution.

i. **Invoices Payable:**

		£	
Sarah Moore	Expenses for September	319.65	BACS
Stable Print	October Newsletters	195.00	BACS
Evis Ground Maintenance	September Ground Maintenance	666.66	BACS
PKF Littlejohn LLP	External Audit Report on AGAR 2020/21	360.00	BACS
Purple Hire Solutions	Hire of Portaloo for HYFC	215.62	BACS
HMRC	PAYE Period 4-7	218.40	BACS
Hamdon Youth & Family Centre	Management Grant 2021/22	2,000.00	BACS
SSDC	Parish Lengthsman for August	519.48	BACS
	Total	<u>4,494.81</u>	

It was RESOLVED to pay the invoices for October.

ii. **Other**

Cllr Donovan said a resolution needs to be made for the Clerk to transfer ring-fenced money from the savings accounts to pay for invoices for the refurbishment on the Hamdon Youth and Family Centre. It was RESOLVED for the Clerk to carry out the transfer and to inform councillors the value of the funds being transferred.

**Action Clerk**

**21/133** **PLANNING:**

**21/133/a** **Planning Information:**

No report

**21/133/b** **Parish Planning Working Party Feedback on Applications:**

No applications received.

**21/133/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. However, the NHS Commissioning Group have now lodged a formal request for potential s.106 funding to provide more staffing support at Hamdon Medical Centre as they are currently over capacity.

**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**

None declared.

**21/134** **GOVERNANCE:**

Nothing to report.

**21/135** **CORRESPONDENCE:**

No correspondence had been received.

**21/136 MEMBERS' & CLERK'S REPORTS:**

No reports received

**21/137 ITEMS FOR FUTURE AGENDAS:**

Queen's Platinum Jubilee Event

**21/138 DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 21.15pm. The next Parish Council meeting will be held on Wednesday, 3<sup>rd</sup> November 2021 at 7.00pm in the Hamdon Youth and Family Centre.