

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 MONTHLY MEETING **HELD ON WEDNESDAY 6TH APRIL 2022** **AT THE HAMDON YOUTH & FAMILY CENTRE**

22/047/a PRESENT:

Members: Mrs Barbara Brooks, Mr Hugh Donovan, Mr Andy Dawe, Mrs Lyn Foley, Mrs Rebecca Merrick and Mrs Suzanne Nelms

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

22/047/b APOLOGIES:

Mr Lee Churchill, Mr Paul Jeffery, Mr Graham Middleton, Mr Bill Southcombe, Mr Mike Hewitson (District Councillor) and Mr Neil Bloomfield (County Councillor)

22/048 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 in the planning application 22/00275/HOU.

Cllr Foley declared an interest in the Community Shop and in the grant for the Jubilee Event

Cllr Merrick declared an interest in the Sports & Recreation Trust

Cllr Nelms declared an interest in the Friends of Ham Hill

22/049 PUBLIC SESSION:

The member of public standing for the unitary authority came along to listen to the meeting but had no comments to make.

22/050 MINUTES OF PREVIOUS MEETING:

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

22/051 MATTERS ARISING FROM MINUTES:

The Clerk reviewed the items on the Action List:

- i. Overhanging trees between Co-Op and Loder's Corner: The Clerk reported that the Highways Superintendent will be visiting the site on Wednesday 6th April to see what the issue is, and it would only get it cut back if it was considered to be a safety issue.
- ii. Wetpour surfacing at Stonehill: The Clerk reported that she has received some wetpour filler for the Council to carry out the repair themselves. This filler was sent free of charge.

22/052 DISTRICT & COUNTY COUNCILLORS:

22/052/a Mike Hewitson – District Councillor

No report received.

22/052/b Neil Bloomfield – County Councillor:

No report received.

22/053 SPORTS & LEISURE:

22/053/a Hamdon Youth Centre:

Cllr Brooks said the Phase 2 service area has now been completed, apart from some small additions to the disabled toilet and an extractor fan in the kitchen. A list of snagging items has been drafted following a meeting with the contractors' Project Manager and these are to be completed. The wired Fire Alarm system has now been installed by SES throughout the building and the external CCTV installation will take place by them this week. The next phase

will be the decoration of the back hall and the building of large wall cupboards for equipment storage.

On Saturday 23 April the Brownies are hosting a Coffee Morning in aid of the .DEC Ukraine Appeal and the Blackrock Irish Dancers will provide some dance presentations.

22/053/b Hamdon Youth Group:

Cllr Brooks said she has received a report from the Youth Worker. The youth group operate an open-door policy for the older members of the youth group, and they are signed in and out during the sessions. They provide activities, but it is up to the children whether they wish to participate.

In order to address the problem of the anti-social behaviour the group have split the evening in to 2 one-hour sessions so that the age groups are split up and this is proving very beneficial. Also, those who have caused the anti-social behaviour have been excluded from the Youth Group.

22/053/c Memorial Hall and Grounds:

Cllr Brooks said the accounts have now been signed off by the auditors. The committee were pleased to report that despite the limitations of the Covid-19 restrictions last year the Hall was able to earn a reasonable level of hire income. The loss of income over the past two years has been offset by the Government's Covid-19 grants and any excess is being used to upgrade facilities for the benefit of hirers. The Memorial Hall Committee will be holding their AGM on Tuesday 12 April at 19.45pm.

22/053/d Play Areas:

The inspection report for Stonehill from Cllr Nelms had been circulated to councillors. The report states there are no problems with play equipment, there is no litter, and the grass has been cut. The only issues were with the surfacing around the edge of the slide and climbing frame where the wet pour seems to be lifting up, and the bench needs painting. The Clerk said she would ask the lengthsman to paint the bench.

Action Clerk

The Clerk said an inspection has not been carried out on the Memorial Hall play area. The Clerk agreed to carry out the inspection.

Action Clerk

22/053/e Sports and Recreation Trust:

The Clerk said that SSDC have carried out a play inspection on the equipment at the recreation ground, but this was not request by the Sports and Recreation Trust.

The Clerk said the monthly report from the Sports and Recreation Trust had only been received that afternoon and this was forwarded onto councillors. A resident has contacted the Sports and Recreation Trust asking permission to do archery in the grounds on Sunday mornings.

22/053/f Any Other Issues:

None.

22/054 **VILLAGE ENVIRONMENT:**

22/054/a Allotments

The Clerk reported that she has received £314 in rent so far and £50 in plot deposits. The Clerk said she has terminated the agreement of a holder at Furlands as they have not worked their plot for quite some time. This plot has now been rented out to a new tenant. The Clerk said she also has two people interested in plots at Stonehill.

A plot holder at Stonehill has suggested planting sunflowers on the vacant plots as this will encourage bees and block the light which will suppress the weeds. It was pointed out that this was a very large area so it was agreed to find out what the cost would be. The Clerk asked councillors to meet with her and the plot holder.

Action Clerk & Cllr Donovan

22/054/b Crime and Anti-Social Behaviour:

No report.

22/054/c Footpaths:

No report.

22/054/d Ground Maintenance:

i. Groundsman

The groundsman has started cutting the grass again around the village. The footpaths have also been cut. No problems to report

ii. Parish Lengthsman

The lengthsman has painted the seats at Sea Wall, pressure washed the Hamstone markers at the bottom of North Street and in Queens Crescent, fixed the railing at the top of Windsor Lane and has removed some heavy items rubbish from an allotment plot in North Street. It was agreed to ask the lengthsman to paint the railings at the top of Windsor Lane.

Action Clerk

Cllr Donovan queried the overgrown section adjacent to the seating area at Sea Wall. The Clerk said there was a major project to landscape this area which was put on hold because the council were undertaking the bus shelter project and the funds were not available at that time.

22/054/e Highways and Transport:

i. **Speed Indicator Device**

Cllr Donovan gave an update on the SID. He said speeds have increased noticeably where traffic is approaching the rear of the device. There is a 10% difference in the percentile rate depending on which way the traffic is approaching the SID.

Cllr Dawe asked whether the device records bicycle speeds and if the data below 15mph could be discounted. If this is the case, then the reports are not giving an actual analysis of vehicle speed. Cllr Brooks said she would mention this to the Chair of the Transport Strategy Group.

The Clerk said she has received an email from a resident who expressed concerns about traffic speed. The Clerk has asked the resident if they would like to join the Transport Strategy Group but unfortunately the resident is not available.

Cllr Donovan asked the Clerk whether she gets any feedback on any accidents in the village. The Clerk said no. Cllr Donovan said there was an accident in West Street recently where a vehicle hit a parked car and flipped onto its roof. Cllr Dawe suggested that the Transport Strategy Group should ask the police how many accidents there have been in the village.

Action Cllr Brooks

ii. **Transport Strategy Group**

Cllr Brooks had circulated the Transport Strategy Group report to councillors. She said the Group carried out its first walkabout survey in North Street noting all existing road signs including any that needed repairing or replacing and made notes of any traffic calming measures that seemed appropriate. The second survey will be carried out on West Street and Norton Road, and then after that it will be Montacute Road, East Stoke down to the High Street.

iii. **Highway Issues**

The Clerk said the two large potholes in East Stoke opposite Windsor Lane and at the top of the High Street opposite the junction of Bonnies Lane have been filled. Cllr Nelms mentioned that a large section of the tarmac around the surround of the triangular drain in East Stoke has broken off and the hardcore underneath is exposed. It was agreed to report this to Highways.

Action Clerk

22/054/f Street Lighting

No report.

22/054/g Defibrillator Report

Cllr Foley said both defibrillators are in good working order and the reports have been sent off. Cllr Donovan agreed to change the light bulb for the defibrillator sign at the Memorial Hall

Action Cllr Donovan

22/054/h Community Shop

Cllr Foley said there was not a lot to report other than the shop now has a new paid employee, and the shop will be doing an Easter egg hunt.

22/054/i Any Other Issues:

The Clerk said the doctor from West Coker Surgery has decided to close the practice to new patients for 12 months which could potentially affect residents in Stoke and could affect our surgery who might see an increase in new patients. Somerset CCG have asked that the practice consults locally on the proposal and the doctor has asked for the council's views on this.

22/055 FINANCE:

22/055/a Matters for Report

i. End of Year Bank Reconciliation 31st March 2022

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

	£
Lloyds Current Account	11,132.32
Lloyds Reserve Account	43,832.43
Melton Building Society	<u>33,326.03</u>
Cambridge & Counties	<u>22,730.67</u>
Subtotal	111,024.45
Outstanding Cheques	<u>0.00</u>
Total as Cash Book	111,021.45

Less Ring-Fenced Amounts:

	£
Pavilion Reserve Account	27,530.67
Asset Management Reserve Account	18,874.70
Allotment Deposits	1,013.67
Bequest – Plants	150.00
Hamdon Youth Centre	<u>4,254.38</u>
Total	51,823.42

Budget Working Capital

59,198.03

ii. Year End Budget Comparison

The Year End Budget Comparison report had been circulated to councillors. This compares actual spend against budget and at the expenditure for the year was 111% against the budget.

iii. Receipts & Payments Year Ending March 2022 (unaudited)

The Receipts & Payments and Balance Sheet Reports had been circulated to councillors. Cllr Donovan thought there was a transcript error in the previous year's figures. The Clerk said she would check this.

Action Clerk

Cllr Dawe questioned the way the assets were listed at the end of the Balance Sheet as some figures contained purchase prices and others were insurance values. The Clerk was asked to check with the internal auditor whether this was the appropriate way to list these.

Action Clerk

iv. Public Works Loan Board

The Clerk said she has received the annual statement from the PWLB. The remaining balance is £131,915.53.

22/055/b Matters for Resolution.

i. Invoices Payable:

		£	
Sarah Moore	Expenses for March	22.05	BACS
Stable Print	April Newsletters	205.00	BACS
Evis Ground	Ground Maintenance for March	666.66	BACS
Maintenance			
Barbara Brooks	Reimbursement on Flowers & Gift Voucher	94.45	BACS
SSDC	Clearance of Stonehill Allotments	856.20	BACS
HMRC	PAYE Period 11-12	<u>109.20</u>	BACS
	Total	1,953.56	

It was RESOLVED to pay the invoices.

Cllr Merrick queried why the grant for the jubilee had not been paid. The Clerk said a grant form needed to be completed which she will send to Cllr Foley.

Action Clerk

Cllr Donovan asked whether £1,500 was going to be sufficient and suggested that a fund of £3,000 is given. However, if the full amount is not used then the balance will be returned to the Parish Council. Cllr Merrick said she would keep track of what is being spent.

(Cllr Foley declared an interest)

It was RESOLVED, subject to the grant form being submitted, that the grant of £3,000 is paid prior to the next meeting and any unused money is returned to the parish council after the event.

Action Clerk

ii. Other

The Clerk said that due the change in her tax code, the standing order for her salary will need to be alter. It was RESOLVED to amend the standing order.

22/056 PLANNING:

22/056/a Planning Information:

No report.

22/056/b Parish Planning Working Party Feedback on Applications:

22/00562/HOU – erection of two storey extension with associated internal alterations – 2 Police House, East Stoke, Stoke sub Hamdon TA14 6RQ – no observations or objections

22/00179/FUL – installation of 5no. EV bays, associated infrastructure and 4no. new parking bays. Relocation of existing amazon locker and bin store– Cartgate Garage, A303, Stoke sub Hamdon – no observations or objections

22/00640/HOU & 22/00907/LBC – erection of single storey extension to dwelling – 15 North Street, Stoke sub Hamdon TA14 6QQ – this replaces withdrawn applications 21/02563/HOU and 21/02564/LBC and takes into account new pre-application advice. The property is part of a pair of cottages in the Conservation Area – this application is with the Planning Working Group for consideration.

22/056/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 17 no. dwellings (amended) - Land at Masons Lane, Montacute. – no further progress on a decision since last month. A decision has been delayed by the ongoing 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 further progress since 2020

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 - No further progress since last month.

22/00275/HOU – new window to the second-floor northeast elevation – 36 West Street, Stoke sub Hamdon TA14 6UE – no decision as yet

21/03834/HOU – retrospective application for single story extension – 15 Castle Street, Stoke sub Hamdon TA14 6RE – no decision as yet

Decisions

22/00672/TCA – application to fell a tree in a Conservation Area – 17 Ham Hill, Stoke sub Hamdon TA14 6RL – permitted

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

22/057 GOVERNANCE:

Cllr Dawe asked for an update on the Transport Strategy Group's Terms of Reference. Cllr Brooks said this was still ongoing.

22/058 CORRESPONDENCE:

The Clerk said she has received a thank you from the editor of the old village website and he has asked whether the Parish Council would like to take on the old domain names. It was agreed to take on the domain name stokesubhamdon.co.uk. Action Clerk

22/059 MEMBERS' & CLERK'S REPORTS:

Cllr Nelms asked whether a Stoke sub Hamdon Parish Council Facebook page could be sent up. Cllr Nelms said that this could be beneficial for the younger generation as they do not necessarily look at the newsletter etc. and it would also be beneficial for the parish council. A discussion was held, and it was agreed for Cllr Nelms and the Clerk to liaise.

Action Clerk & Cllr Nelms

22/060 ITEMS FOR FUTURE AGENDAS:

None declared

22/061 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 20.55pm. The date of the Annual Parish Council Meeting and the monthly May Parish Council meeting will be decided on after the Parish Council elections.

EXCLUSION OF PRESS AND PUBLIC

Resolve to exclude the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Administration to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted, being personnel issues

22/062 NALC 2021-22 National Salary Award