

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 5TH MAY 2021 VIA ZOOM REMOTE MEETING APP

21/062/a **PRESENT:**

Members: Mrs Barbara Brooks, Mr Hugh Donovan, Mr Andy Dawe, Mrs Lyn Foley, Mr Graham Middleton and Mrs Alex Schellenberg

Others: Mrs Sarah Moore (Clerk), and no members of the public

21/062/b **APOLOGIES:**

Mr Paul Jefferies, Mrs Suzanne Nelms, Mr Mike Hewitson (District Councillor) and Mr Neil Bloomfield (County Councillor)

21/063 **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.

21/064 **PUBLIC SESSION:**

No members of the public were in attendance.

21/065 **MINUTES OF PREVIOUS MEETING:**

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

21/066 **MATTERS ARISING FROM MINUTES:**

The Clerk reviewed the items on the Action List:

- i. Overhanging trees between Co-Op and Loder's Corner: There has been no response from Highways. As this is a protracted issue it was agreed to write a formal complaint to Somerset County Council. **Action Clerk**
- ii. Telephone Box Renovation: The Clerk said Cllr Southcombe has said made a start with the renovation of the kiosk. **Action Cllr Southcombe**
- iii. Bus Shelter Project: Cllr Schellenberg said a site meeting was held and it was agreed in principle on where the bus shelter would be sited, and the type of shelter required. Cllr Schellenberg has obtained some quotations and agreed to forward the information to councillors for further discussion. **Action Cllr Schellenberg**
- iv. Holly Tree at HFYC - The Clerk said the groundsman has not been able to get a tree report from his contact. It was agreed for the Clerk to obtain a tree report. **Action Clerk**
- v. Dog Fouling on Recreation Ground: The Clerk confirmed that she had reported this matter on SSDC website but has not received any response as yet. The Clerk said she would contact Streetscene. **Action Clerk**
- vi. Overgrown Trees at Sea Wall: The Clerk said she had contacted the farmer who was happy for the Parish Council to cut back this area as long as the contractors did not take any vehicles/machinery into the field itself as he had crops growing. If it was necessary to take vehicles/machinery into the field, then the work could not be carried out until after August.

21/067 **DISTRICT & COUNTY COUNCILLORS:**

21/067/a Mike Hewitson – District Councillor

No report received.

21/067/b Neil Bloomfield – County Councillor:

No report received.

21/068 **SPORTS & LEISURE:**

21/068/a Hamdon Youth Centre:

Cllr Brooks reported that she has applied to SSDC for a Restart grant for the Centre as one of the Centre Trustees and; one of the user groups has started back.

21/068/b Hamdon Youth Group:

Cllr Brooks said a thank you letter has been received from the Hamdon Youth Group regarding the grant for the youth worker.

21/068/c Memorial Hall and Grounds:

Cllr Brooks said she has applied to SSDC for a Restart grant as one of the charity's Trustees.

21/068/d Play Areas:

The Clerk said there was nothing to report.

21/068/e Sports and Recreation Trust:

The Sport and Recreation Trust's Facilities Maintenance Plan 2021, Quarterly Report 2021 and AGM Minutes had been circulated to councillors.

Cllr Brooks said the Sports and Recreation Trust have applied for the £4,000 Management grant for 2021/22. It was RESOLVED to award the grant and for it to be added to this month's payments.

21/068/f Any Other Issues:

None reported.

21/069 **VILLAGE ENVIRONMENT:**

21/069/a Allotments

The Clerk said the only four vacant plots at Stonehill. The Clerk said the majority of the rents had been received and she would send out the rent reminder letter in due course.

21/069/b Crime and Anti-Social Behaviour:

The Clerk said a car parked in the Ham Hill Road car park has had its catalytic converter stolen and vehicles in Montacute and Odcombe have had their petrol tanks punctured and fuel stolen.

21/069/c Footpaths:

No report.

21/069/d Ground Maintenance:

i. Groundsman

No report given.

ii. Parish Lengthsman

The Action report had been circulated to councillors.

The Clerk said that she would be meeting the lengthsman to discuss the overgrown trees at Sea Wall, the vegetation clearance along the roadside in Langlands, weed clearance at the lower half of North Street and at the top of the High Street and, digging away soil over a drain in Tunwell Lane.

Cllr Brooks said she had received a report about a piece of hamstone coming out of the wall on the corner of Langlands.

The Clerk said the lengthsman will be away in May and could not be back until beginning of June.

21/069/e Highways and Transport:

i. Speed Indicator Device

The new Speed Indicator Device has now been in place in East Stoke and West Street. The data reports have been circulated to councillors and a discussion was held regarding vehicle speeds and where the SID could be situated. The Clerk said it may be necessary to get some dedicated poles installed allowing the SID to be positioned higher and some additional mounting bars.

It was agreed to keep a record of how many accidents there are in the village as part of the evidence on speeding issues.

Cllr Middleton said the village used to have a volunteer Community Speedwatch team. The team were able to take registration numbers which could be reported to the police and when the police were also present, the vehicle owners could be prosecuted.

ii. Road Closure

Marsh Lane between Stoke and Tintinhull will be closed for a distance of 50 metres between 24th May and 5th June for vegetation and silt clearance and fence work to be carried out on behalf of Somerset County Council Bridges.

iii. Potholes & Drains

The Clerk said a service cover in the pavement in the High Street has been broken and she has been trying to find out what service it belongs to. Action Clerk

21/069/f Street Lighting

Nothing to report.

21/069/g Defibrillator Report

Heartstart have raised concerns regarding the two parish defibrillators. A discussion was held, and it was agreed to bring the checks back in-house. Cllr Foley agreed to carry out the checks and the Clerk agreed to collect the keys. Action Cllr Foley & Clerk

21/069/h Community Shop

Cllr Foley gave an update on the Community Shop. The stock has been moved around and there are still plenty of volunteers helping out. Hopefully, youngsters who are doing the Duke of Edinburgh Awards will be able to volunteer at the shop in the near future.

21/069/i Any Other Issues:

Nothing to report.

21/070 FINANCE:

21/070/a Matters for Report

i. The Clerk gave the monthly bank reconciliation report as of 30th April 2021.

	£
Lloyds Current Account	88,599.07
Lloyds Reserve Account	67,826.63
Melton Building Society	33,198.97
Cambridge & Counties	22,442.12
Total as Cash Book	212,066.79

Less Ring-Fenced Amounts:

	£
Pavilion Reserve Account	22,442.12
Asset Management Reserve Account	48,099.97
Allotment Deposits	875.00
Bequest – Plants	150.00
Hamdon Youth Centre	6,232.76
Total	77,799.35

Budget Working Capital **134,267.44**

ii. CIL Payment for 2020/21

The Clerk said a CIL payment has been received against the West Street development of £9,398.88 for FY 2020/21 to be used for the benefit of the village.

iii. PWLB ½ Yearly Repayment

The Clerk reported the next ½ yearly loan repayment of £4,774.85 is due to be paid by direct debit on 19th May 2021.

21/070/b Matters for Resolution.

i. Invoices Payable:

£

Sarah Moore	Expenses for April	21.85	BACS
Stable Print	May Newsletters	195.00	BACS
Evis Ground Maintenance	April Ground Maintenance	666.66	BACS
SSDC	Parish Lengthsman	346.32	BACS
Yeovil Roofing	Roofing Sheets for HYFC Boiler Room	180.00	BACS
Catherine Fraser	Equipment for Litter Picking Group	127.88	BACS
Sports & Recreation Trust	Annual Management Grant	4,000.00	BACS
D R Jones Yeovil Ltd	Flooring for HYFC	<u>10,246.80</u>	BACS
	Total	15,790.51	

It was RESOLVED to pay the invoices.

ii. Other:

It was RESOLVED to transfer the funds for FY 2021/22 into the reserve accounts.

21/071 PLANNING:

21/071/a Planning Information:

No information received.

21/071/b Parish Planning Working Party Feedback on Applications:

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

21/00920/HOU – replacement of two rear windows and addition of two conservation rooflights – Church Farm House, East Stoke, Stoke sub Hamdon TA14 6UF

21/071/c Planning Decisions and Reports:

Reports

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 – further amended plans submitted. No published progress.

Decisions

21/00656/HOU – erection of single storey rear extension. New walls, hamstone to match existing and slate roof to match existing lean-to area – Tatchells Thatch, 2 Tiptoft, Stoke sub Hamdon TA14 6PD

21/00260/S73A – application to vary conditions for approval plans and materials of planning 18/01571/FUL (Conditions 2 and 4) as amended by 20/02449/S73A (Conditions 2 and 3) to allow alterations to windows on the north and west elevations and change of materials – Whitegates, West Street, Stoke sub Hamdon TA14 6QG

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

21/072 GOVERNANCE:

i. New Code of Conduct 2020

The Clerk reported that the Local Government Association was asked to produce a new model code of conduct as the Committee on Standards in Public Life (CSPL) felt that the Code should cover a much more comprehensive range of interests than the statutory minimum prescribed by law. It was felt that rules should be clear and be easy to understand, and the same code will now apply to all tiers of local government. The 'Nolan Principles' have been more thoroughly defined and councillors' obligations have been set out more clearly than in the previous code of conduct.

A draft Code of Conduct had been circulated to Councillors for approval. Cllr Middleton said the Code does not state that councillors should declare in advance confidential items either verbally or in writing. It was agreed to add an item under Section 4. Confidentiality and Access to Information the following:

- 4.4 I will state if any information is confidential either verbally or in writing to councillors prior to disclosing that information.

It was RESOLVED to approve the Code of Conduct 2020.

21/073 CORRESPONDENCE:

No correspondence has been received.

21/074 MEMBERS' & CLERK'S REPORTS:

No reports given.

21/075 EXCLUSION OF PRESS AND PUBLIC:

The Press and Public are excluded from the meeting in accordance with Section 1(2) of the Public Bodies Admission to Meetings Act 1960 by reason of the confidential nature of business to be discussed. The item to be discussed is 'A Legal Confidential Item'.

21/076 ITEMS FOR FUTURE AGENDAS:

None declared.

21/077 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 20.40pm. The next Parish Council meeting will be held on Wednesday, 2nd June 2021 at 7.00pm in the Hamdon Youth and Family Centre.