

MINUTES OF STOKE SUB HAMDON PARISH COUNCIL
MONTHLY MEETING
HELD ON WEDNESDAY 7TH NOVEMBER 2018
IN THE MEMORIAL HALL

18/136/a PRESENT:

Members: Mrs Barbara Brooks (Chairman), Mr Hugh Donovan (Vice Chairman), Mr Robert Manning, Mr Graham Middleton Mrs Suzanne Nelms, Mr Bill Southcombe and Mr Malcolm Uhlhorn

Others:

Mrs Sarah Moore (Clerk), Mrs Sylvia Seal (District Councillor), and 2 members of the public

18/136/b APOLOGIES:

Mr Andy Dawe, Mrs Rebecca Merrick and Mr Neil Bloomfield (County Councillor),

The Clerk reported that Cllr Waldock had resigned from the parish council
Cllr Manning explained that he would be resigning from the parish council after the December meeting. The Clerk asked Cllr Manning to send her his resignation in writing.

Cllr Brooks declared that the meeting was being recorded and asked the public to state if they did not wish to be recorded or whether anyone else wanted to record the meeting.

18/137 DECLARATION OF INTEREST:

Cllr Brooks declared an interest in the Memorial Hall, Hamdon Youth Centre and the Hamdon Youth Group.

Cllr Donovan declared an interest in the Hamdon Youth Centre

Cllr Manning declared an interest in the Sports and Recreation Trust

Cllr Nelms declared an interest in the Hamdon Community Arts Project

Cllr Uhlhorn declared an interest in the Memorial Hall

18/138 PUBLIC SESSION:

A presentation was given by the Hamdon Youth Group and a report had been circulated to councillors. Since the group started the level of anti-social behaviour has practically disappeared.

The representative reported that County Council were withdrawing their funding from the start of the next financial year which is 40% of their requirement. The group have been able to make a saving on their budget and have joined forces with the Community Youth Project and Martock to apply for a grant to the National Lottery. If the group is successful, this will give the group funding for another 5 years. Aside from this the group are actively seeking new funding streams. However, if they are not successful if getting new funding possibilities, they will be asking if Stoke and Norton parish councils would consider providing a grant in 2020/2021 to cover the shortfall. The committee have explained the situation to the youth and have asked them to do a fundraiser and have said that they are considering raising the subs.

(Cllr Southcombe entered the meeting)

Cllr Seal gave the District Council report. She commented that SSDC are looking to help the Hamdon Youth Group because there could be a possible 'knock-on' effect which would lead to anti-social behaviour.

Cllr Seal gave a progress report on Legg's Stores.

Cllr Seal said that district leaders and the Chief Executives of the 6 councils of Somerset met to discuss the future of local government in Somerset; it is recognised that there is an opportunity to do things differently and more efficiently and building on a successful partnership that exists between councils and other service providers. Changes in demand and pressure on resources also mean that changes to the way they work are necessary if local government is going to better meet the need of local communities.

Ham Hill update: A lot of buddleia has been removed on the northern spur due to the bonfire night event. They have also cleared the paths that lead towards the monument in time for the WWI centenary Remembrance service. Over 300 students have visited the hill exploring the Roman history. Three new volunteers have been recruited since the volunteer ranger tester sessions started. Unfortunately, there has been an increase in the amount of dog mess not being picked up on the hill, so rangers and enforcement officers will be carrying out spot checks. The woodland play zone has been put on temporary hold as the rangers are having to carry out tree safety work before the winter. A memorial chair is being made; this is a storytelling chair for the schoolchildren and will be installed shortly.

The development near Southcombe's factory is not being called Montacute Gardens. This is a marketing name given by the developers. The street name of Westmead Close had been decided on in October 2017.

SSDC's transition will be going live in January. There will be a new website and staff are having to learn new systems along with streamlining their way of working. With all the new changes taking place performance has not dipped throughout the transition.
(Cllr Seal left the meeting)

18/139 MINUTES OF PREVIOUS MEETING:

The Minutes of the October meeting were signed and approved.

Proposed: Cllr Donovan Seconded: Cllr Nelms agreed unanimously

18/140 MATTERS ARISING FROM MINUTES:

18/140/a Review of Action List

The Clerk reviewed the items on the Action List:

- i) The various highway issues are still ongoing. Somerset County Council said that the website reports had not been received so the Clerk has forwarded the copies to the County Councillor.
 - ii) Refurbishment of picnic tables – the Clerk said that she still has not received any quotations for this work Action Clerk
 - iii) It was reported the new litter bins had just been installed. The Clerk agreed to contact Streetscene regarding the compost and plants Action Clerk
 - iv) Insurance Claim – There is no update on this issue.
 - v) New Cut Footpath – this has been reported on the SCC website and the Clerk agreed to check whether this has been cut back. Action Clerk
 - vi) Online Banking – The Clerk reported that she had contacted Lloyds Bank with the signatories' details but has now been asked for credit checks and has told that a signatory needs to contact Lloyds to set up the account. Cllr Donovan agreed to meet with the Clerk to arrange this. Action Cllr Donovan & Clerk
- A resolution was passed to carry out credit checks on the signatories

Proposed: Cllr Donovan Seconded: Cllr Middleton agreed unanimously

- vii) Bramble covered footpath – Cllr Seal was going to check with the landowner
- viii) Damage to wall at the top of the High Street – The Clerk said that she has contacted the tenant who has said that the wall belongs to the Duchy of Cornwall. The Clerk said that she has contacted the Duchy to investigate the matter. Action Clerk
- ix) Increase in quantity of newsletters – The printers have been contacted and they have indicated there may be an increase in cost.

18/141 DISTRICT & COUNTY COUNCILLORS:

18/141/a Sylvia Seal – District Councillor

Cllr Seal's report was give under *Minute ref: 18/138*.

18/141/b Neil Bloomfield – County Councillor:

No report given.

18/142 SPORTS AND RECREATION TRUST REPORT:

18/142/a Inspection Report:

No report had been received.

18/143 SPORTS & LEISURE:

18/143/a Hamdon Youth Centre:

Cllr Brooks gave a progress report - the solicitors are still waiting for the Charity Commission to make the necessary amendments. An invoice for legal fees has been received from the solicitors and an application has been submitted to the Architectural Heritage Fund for the remaining grant money which will be offset against the legal fees. The inaugural meeting of the working party has been held to discuss fixtures and fittings.

18/143/b Hamdon Youth Group:

This item has been discussed under *Minute ref: 18/138*.

18/143/c Memorial Hall and Grounds:

- i. Memorial Hall Annual Maintenance and Insurance Grant Request:
Cllr Brooks stepped down as Chairman and asked Cllr Donovan to take over this part of the meeting. The annual maintenance and insurance grant had been received from the Hall Committee totalling £1,766.00.

Proposed: Cllr Nelms Seconded: Cllr Manning 3 agreed; 2 abstained

- ii. Tree Work in Memorial Hall Grounds
A report has been circulated to councillors. Contractors had been asked to provide quotations to remove the fallen Rowan tree and to supply to quotes for all the tree work in the grounds. The contractors asked to supply quotes were AM Arboriculture, True Tree Care, Hi-Spec Trees and Countrywide Ground Maintenance. Only one contractor provided a quote for the whole tree contract work.

Cllr Brooks said that a tender process has been carried out twice. A discussion was held; Cllr Uhlhorn said that he would like to have a look at the contractor's paperwork. It was agreed to approve the quotation in principle subject to Cllr Uhlhorn approving the contractor's documentation.

Proposed: Cllr Donovan Seconded: Cllr Brooks agreed unanimously

Cllr Uhlhorn said that if there is anymore storm damage to any of the trees under the parish council's responsibility then the parish council must be able

to act immediately and to set up a contractual relationship with a tree surgeon. Cllr Donovan said that he can remove any branches from the road etc. until a contractor can be contacted.

18/143/d Play Areas:

The SSDC playground inspection report and risk assessment had been circulated to all councillors. Cllr Uhlhorn said that he would go through the report on his next inspection of the play areas and would report any repairs that needed carrying out.

18/143/e Any Other Issues:

The Clerk reported that the recommendations for the Somerset Libraries Services have been published and it shows that 19 existing libraries will be retained by Somerset County Council. These include Crewkerne, Ilminster, Langport, Martock and Yeovil (Town Centre). For the remaining 15 libraries, SCC are seeking to develop 'Community Library Partnerships' where communities would support library buildings in partnership with the County Council. Amongst those Somerset and South Petherton will be affected. The full report can be view online.

18/144 **VILLAGE ENVIRONMENT:**

18/144/a Allotments

Nothing to report.

18/144/b Crime and Anti-Social Behaviour:

A generic report has been circulated to all councillors. This report refers to incidents in August and covers the whole of the Hamdon Beat which includes numerous parishes. Cllr Uhlhorn asked whether the police come along to the parish council meetings. The Clerk said the police know when the parish council meetings are held but there are staff shortages and it would depend on shift patterns.

18/144/c Footpaths:

None declared

18/144/d Ground Maintenance:

Cllr Uhlhorn said he has carried out a brief check and all appears to be well.

18/144/e Highways and Transport:

The Clerk reported that Station Road to the junction with Hyde Road in Montacute will be closed a distance of 80 metres on 29th November for 3 days so that BT Openreach can replace a pole in the road.

The Clerk said that SCC have stated that they will no longer be filling the grit bins or salting the roads. However, they will continue to grit larger roads such as the A3088. SCC suggest that parish councils purchase their own grit with an approved rock salt which costs £197.54 for 1 tonne of salt. A discussion was held, Cllrs Donovan and Nelms agreed to check whether the bins need refilling and if required it was agreed to purchase a supply of rock salt. Cllr Manning asked whether the grit bins could be recorded on a map.

Action Cllrs Donovan & Nelms

Cllr Middleton asked if an article could be put in the newsletter about the use of the grit and it was also agreed to mention that the parish council are now having to purchase the grit.

Action Cllr Brooks

18/144/f Street Lighting

The Clerk has reported light no. 3 in Castle Street is not working.

18/144/g Any Other Issues:

A discussion was held regarding the acquisition of land for the purposes of a cemetery. As this information is currently 'commercial in confidence' details are restricted in a separate attachment for councillors.

18/145 **FINANCE:**

18/145/a Matters for Report

i) Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation report as at 31st October 2018

	£
Current Account	100.00
Business Reserve Account	98,615.20
Sports & Recreation Trust Reserve Account	16,825.54
Asset Management Reserve Account	30,952.01
Total	146,492.75
Outstanding Transfers	-1,055.92
Outstanding Cheques	-4,813.04
Total as Cash Book	140,623.79

Ring-Fenced Amounts:

	£
Sports & Recreation Trust Reserve Account	16,825.54
Cemetery Project	9,916.47
Asset Management Reserve Account	30,952.01
Bequest – Plants	150.00
Hamdon Youth Centre	28,573.40
Total	86,417.42

Unallocated Money **54,206.37**

ii) Newsletter Gifts

The Clerk mentioned that she will be purchasing the Christmas gifts for the newsletter volunteers.

18/145/b Matters for Resolution

i) Cheques Payable:

		£	
Sarah Moore	Expenses – October	69.85	<i>Chq 2196</i>
Stable Print & Design	November Newsletters	190.00	<i>Chq 2197</i>
Countrywide Ground Maintenance	Ground Maintenance for September	655.20	<i>Chq 2198</i>
SSDC	Playground Inspection & Risk Assessment	188.40	<i>Chq 2199</i>
Batten Solicitors Ltd	Legal Fees for Methodist Church	3,433.80	<i>Chq 2200</i>
<i>Payment under</i>	<i>Local Government Act s.137</i>		
Royal British Legion	Purchase of Wreath & Donation to Poppy Appeal	75.00	<i>Chq 2201</i>
	Total	4612.25	

Proposed: Cllr Southcombe Seconded: Cllr Uhlhorn agreed unanimously

Other:

None declared

18/146 PLANNING:

18/146/a Planning Information:

No report given.

18/146/b Parish Planning Working Party Feedback on Applications:

18/03387/PDE - Application for an extension under permitted development rules - Triways, 5 Bonnies Lane, Stoke sub Hamdon TA14 6RG – no observations or objections

18/146/c Planning Decisions and Reports:

i. Reports

18/02011/FUL – The erection of single storey extension to replace existing conservatory/extension - 23 East Stoke, Stoke sub Hamdon TA14 6RQ – Following the parish council's formal objections SSDC planners have agreed with the objection and requested amended plans. A discussion was held on the amended plans and it was agreed to object to the length of the building as it still extends the permanent building line and, the new flat roof still causes an unacceptable reduction in light for the neighbour.

18/0234/REM – Reserved matters for 27 dwellings and formation of access onto West Street – no progress has been published.

ii. Decisions

No report given.

It was agreed to ratify the planning working party's recommendations.

Proposed: Cllr Uhlhorn Seconded: Cllr Manning agreed unanimously

18/147 **GOVERNANCE:**

Cllr Brooks said that at the last Finance Working Party meeting it was agreed to review the risk management arrangements. Therefore, a new risk management register has been drawn up. A report and a copy of the Draft Risk Management Register had been circulated to all members

Proposed: Cllr Middleton Seconded: Cllr Manning agreed unanimously

18/148 **CORRESPONDENCE:**

None received

18/149 **MEMBERS' & CLERK'S REPORTS:**

The Clerk said that SALC will be holding their AGM on 18th December and could members let her know if they were interested in going.

Cllr Brooks said she had attended the SALC All Areas meeting which she found very informative networking event.

Cllr Donovan reported that it would not be practical or safe to use a cherry picker to access the brambles around the clock at the URC. Cllr Nelms said that a member of HCAP were considering approaching Martock Fire Brigade if they would come along and remove the brambles. Cllr Donovan said they could possibly make this into a training exercise. Cllr Brooks suggested making a donation to the station.

Cllr Donovan asked what our legal rights would be if the church was sold. The Clerk said she would contact the legal officer at SSDC.

Action Clerk

Cllr Brooks said she has written a letter to the developer of the site near Southcombe's factory objecting to their marketing name of Montacute Gardens. They responded by saying that postal addresses do not make good marketing names and they chose the name Montacute Gardens due to the local interest in Montacute House as this is a definite landmark in the area and also a National Trust property. The developer has

said that the parish council could apply for their community fund grant for projects. Cllr Brooks suggested putting the grant towards purchasing a speed device for the village. The village has four areas where this device could go. Cllr Middleton said that permission would be required from County Council and training would be needed for a couple of members to install. Cllr Brooks will contact the developer. **Action Cllr Brooks**

18/150 ITEMS FOR FUTURE AGENDAS:

None declared.

18/151 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.40pm. The next Parish council meeting will be held on Wednesday, 5th December November at 7.00pm. Cllr Brooks gave her apologies for the December meeting and Cllr Donovan will be Acting Chair.