

# 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 7<sup>TH</sup> APRIL 2021 VIA ZOOM REMOTE MEETING APP

### 21/047/a **PRESENT:**

**Members:** Mrs Barbara Brooks, Mr Hugh Donovan, Mr Andy Dawe, , Mr Paul Jeffery, Mrs Rebecca Merrick, Mr Graham Middleton, Mrs Suzanne Nelms, Mrs Alex Schellenberg and Mr Bill Southcombe

**Others:** Mrs Sarah Moore (Clerk), Mr Mike Hewitson (District Councillor), Mr John Allen (Chairman of Stoke sub Hamdon Sports and Recreation Trust) and no members of the public

### 21/047/b **APOLOGIES:**

Mrs Lyn Foley

### 21/048 **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

Cllr Jeffery declared an interest in the Sports & Recreation Trust

Cllr Merrick declared an interest in the Sports & Recreation Trust

Cllr Nelms declared an interest in Friends of Ham Hill

Cllr Southcombe declared an interest in the Hamdon Community Arts Project

### 21/049 **PUBLIC SESSION:**

The Chairman of the Sports and Recreation Trust raised a concern regarding the continuing problem of dog mess on the recreation ground and the fact that this problem has increased over the past year. There has also been an incident with youths throwing dog mess on the play equipment. It had been suggested erecting fencing around the adventure play area and having some form of dog control order either banning dogs completely or only allowing dogs on leads into the grounds. Cllr Brooks said the dog control orders have now been replaced by a Public Space Protection Order (PSPO) which cannot be instigated by the Parish Council only the District Council. If the PSPO route is taken, then a public consultation would be required, and it will be removing some of the public's right to use and open space. Cllr Brooks said there is no legal requirement to have fencing around a play area.

*(Cllr Hewitson joined the meeting)*

A discussion was held on a variety of ways of trying to resolve this issue which included CCTV and involving the PCSO. It was pointed out that the majority of dog owners are very responsible, it is only the minority. The Clerk pointed out that many of the elderly residents or those with limited mobility use the recreation ground to walk their dogs as they are unable to use the footpaths/country lanes as they are too uneven.

It was suggested putting an article in the newsletter and possibly a flyer from both the Parish Council and the Sports and Recreation Trust that unless the situation improves then consideration will need to be given to requiring dogs on leads at all times. **Action Cllr Brooks**  
Cllr Hewitson said he would talk to the dog warden at SSDC to find out what options are available and also talk to the Beat team and the PCSO to possibly increase police visibility. It was agreed to log an issue on SSDC's website to arrange a meeting with the dog warden on site. **Action Cllr Hewitson & Clerk**

*(Mr Allen left the meeting)*

Cllr Hewitson said £10 million was signed off in the National Budget in March for the Octagon Theatre project and SSDC have taken the decision to underwrite the project but will not be funding the full £23 million as other grants will be applied for.

Cllr Hewitson said that the response for the unitary consultation needs to be submitted. The four district councils' cross parties have put forward a plan for a referendum for all residents in Somerset offering the final say on which solution they prefer. A paper will go to full council detailing an online and paper ballot running from 7<sup>th</sup> -28<sup>th</sup> May.

*(Cllr Hewitson left the meeting)*

#### **21/050 MINUTES OF PREVIOUS MEETING:**

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

#### **21/051 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. **Action Clerk**
- ii. Sea Wall: The Clerk said that although this is a long-term renovation project, some residents have been in touch about the trees and brambles in front of the seats that are blocking the view and they have asked if these could be cleared. The Clerk said that the trees and brambles are in the farmer's field and it was agreed to contact the farmer to ask whether he would mind if the parish council arranged for them to be cut back. **Action Clerk**
- iii. Parish Council Website – Cllr Schellenberg has been updating the village organisations list and the current owner of the village website has been contacted. Cllr Schellenberg agreed to pass on the updated information to the Clerk. **Action Cllr Schellenberg**
- iv. Telephone Box Renovation: Cllr Southcombe said now that lockdown restrictions are easing, he will be able to start work on the kiosk. **Action Cllr Southcombe**
- v. Holly Tree at HFYC - The groundsman was not able to get a written tree report from his tree surgeon contact but has an alternative contact he could possibly get a report from.

#### **21/052 DISTRICT & COUNTY COUNCILLORS:**

##### **21/052/a Mike Hewitson – District Councillor**

Cllr Hewitson's report had been circulated to councillors prior to the meeting.

*See Minute ref: 21/049.*

##### **21/052/b Neil Bloomfield – County Councillor:**

No report received.

#### **21/053 SPORTS & LEISURE:**

##### **21/053/a Hamdon Youth Centre:**

Cllr Brooks updated councillors on Phase 1 and Phase 2 of the Centre's refurbishment. Cllr Brooks reported that Phase 1 was now complete with the exception of the wood panelling to the walls. The heating system has been replaced with new infrared/halogen wall heaters which is the most economic method of heating for such a large space and the lighting has been replaced with dimmable LED spots on tracks which can now be switched on and off at either end of the church hall. The back hall lighting and heating is now also in place and operational. The new flooring has also been completed in the church hall.

Cllr Brooks said the final quotation figures have been received from Jones Building Group for the second phase of the project. The cost following a re-negotiation process, comes to £42,671 plus VAT.

It was RESOLVED to accept the quote from Jones Building Group.

##### **21/053/b Hamdon Youth Group:**

Cllr Brooks said there was nothing to report as the group will not be able to meet until April.

##### **21/053/c Memorial Hall and Grounds:**

Cllr Brooks said there was nothing to report as the hall cannot open until April.

##### **21/053/d Play Areas:**

The Clerk said she had received a report of some youths have been taking bamboo canes from the allotments and breaking them up and spread around the play area at Stonehill.

**21/053/e** Sports and Recreation Trust:

The Sports and Recreation Trust's Annual Reports 2020, Adopted Projects Report 2021 and monthly Inspection Report had been circulated to councillors. Cllr Merrick said the Sports and Recreation Trust has received phenomenal support from SSDC through the Covid Restrictions grants.

**21/053/f** Any Other Issues:

None reported.

**21/054** **VILLAGE ENVIRONMENT:**

**21/054/a** Allotments

The Clerk said she has received the majority of the rent and deposits with the exception of the Stonehill site. The Clerk said rent reminder letters will be going out in due course.

The Clerk said she has just leased another plot at Furlands so now there are only vacant plots at Stonehill.

Cllr Donovan asked if the vacant plots could be advertised in the newsletter. **Action Cllr Brooks**

**21/054/b** Crime and Anti-Social Behaviour:

No report received.

**21/054/c** Footpaths:

No report.

**21/054/d** Ground Maintenance:

i. Groundsman

The Clerk said she the grounds has strimmed a couple of allotments and she has asked to strim another one at Furlands.

ii. Parish Lengthsman

The Action report had been circulated to councillors.

A discussion was held on whether to continue having the lengthsman for two days a month or to revert back to one day a month. It was agreed to continue having the lengthsman for two days a month and to review the situation in three months' time.

**21/054/e** Highways and Transport:

i. Speed Indicator Device

The new SID has been in situ at East Stoke near Stanchester Academy for two weeks and is due to be moved. It was agreed to install it in West Street.

Cllr Donovan said he would circulate the data once he has downloaded it from the device.

Cllr Donovan also said the sites around the village were limited due to parked vehicles and types of posts so the Parish Council may have to erect some poles just to put the SID on.

ii. Parking in North Street

A resident in North Street has requested marked out designated parking for North Street householders only as they were concerned that residents from other streets in the village were taking up the parking spaces. A discussion was held about the village wide parking problem and it was agreed that this would not be the solution. The Clerk said that it was unlikely that Highways would agree to do this as the area in question is in a conservation area and Cllr Middleton said residents parking would not be issued without a village consultation. Also, residents parking does not guarantee you a slot it just denotes that you can park there if you can find somewhere to park which is how it is now.

iii. Potholes & Drains

The Clerk said she has reported the potholes in The Avenue, Castle Street, at the junction to Hamdon Close and needs to report a pothole around a drain surround opposite the junction to Windsor Lane near the church.

**21/054/f** Street Lighting

Nothing to report.

**21/054/g** Defibrillator Report

No report received.

**21/054/h** Community Shop

Cllr Foley had forwarded a report on the Community Shop. It stated that the number of residents requiring deliveries has reduced to about 24 a week. The shop has sponsored an Easter Egg Hunt which saw 77 children taking part and, the Shop has also raised £276 for Comic Relief.

**21/054/i Any Other Issues:**

i. **HCAP Update**

Cllr Brooks asked Cllr Southcombe for an update on the Hamdon Community Arts Project. Cllr Southcombe said there have been discussions with the Synod regarding the business plan and the problems arising due to Covid. The Synod have given HCAP an extension until the end of Covid and as they will look after the building as owners with Cllr Southcombe as the guardian.

ii. **Bus Shelter Project**

The Clerk said that bus shelters come under permitted development and parish councils are considered as a local authority under this permitted development (part 12 of GPDO) which would allow for a shelter to be erected a bus shelter without planning permission. However, as this area of West Street is in a Conservation area it was queried whether this would still apply. The Clerk said she would contact Cllr Hewitson so see whether he could clarify this point. The Clerk said that the council would need to obtain permission from the landowner namely Highways and, the trustees of the hall if the shelter was recessed into the wall.

It was agreed for Cllrs Brooks, Schellenberg, Southcombe and the Clerk to have a site meeting.

iii. **Gigaclear**

The Clerk said Gigaclear approached the Parish Council about who owned certain areas of land in the village and the representative was subsequently invited to give a presentation of their plans at the January parish council meeting, but they did not attend. The Clerk said she has received some complaints from residents as they have felt pressurised into signing wayleave agreements by their door-to-door salesperson, they have not received any notification that the green cab boxes were being installed outside their properties and, residents were only notified that the roads and pavements outside their properties were being dug up after the work had started. The Clerk said Gigaclear's contractors have also started work at the bottom of North Street just passed King's Road. This roadworks cannot be seen by oncoming traffic and no warning signs or traffic lights have been put up. The Clerk said she has not received any notification from Somerset County Council of a TRO for this work. It was agreed for the Clerk to contact Somerset County Council to find out when and where the rest of the work would be carried out.

**Action Clerk**

Cllr Southcombe said he has read the reviews on Gigaclear and they are not favourable. Cllr Donovan said Gigaclear were giving a one-off payment to dig up the land over residents' properties.

**21/055 FINANCE:**

**21/055/a Matters for Report**

- i. The Clerk gave the monthly bank reconciliation report as of 31<sup>st</sup> March 2021.

	<b>£</b>
Lloyds Current Account	10,655.46
Lloyds Reserve Account	82,825.93
Melton Building Society	<u>33,198.97</u>
Cambridge & Counties	<u>22,442.12</u>
<b>Total as Cash Book</b>	<b>149,122.48</b>

**Less Ring-Fenced Amounts:**

	<b>£</b>
Pavilion Reserve Account	22,442.12

Asset Management Reserve Account	48,098.97
Allotment Deposits	825.00
Bequest – Plants	150.00
Hamdon Youth Centre	12,154.76
<b>Total</b>	<b>83,670.85</b>

**Budget Working Capital 65,254.63**

ii. Year End Budget Comparison

The Clerk apologised for not forwarding the Budget Comparison report to councillors and agreed to forward it to them. The Clerk explained the expenditure was over budgeted as the parish council had to pay for a Zoom subscription so remote meetings could be held; the bank charges were underestimated and an unforeseen cost of roof repairs to the HYFC.

iii. Melton Building Society Interest Rates

The Clerk reported that the interest rates will be going down from 0.5% to 0.25% on 25<sup>th</sup> June.

iv. Annual Audit 2020/21

The Clerk reported that PKF Littlejohn LLP have selected the accounts to have an intermediate audit this year. This means that they will require additional information to the standard audit.

v. Amendment to Standing Order

The Clerk explained that she has had to amend the standing order for her salary because of a change in tax code for the tax year 2021-22. Cllrs Brooks and Donovan have authorised this amendment through the online account.

**21/055/b Matters for Resolution.**

i. Invoices Payable:

		£	
Sarah Moore	Expenses for March	23.05	BACS
Stable Print	April Newsletters	195.00	BACS
Evis Ground	March Ground Maintenance	666.66	BACS
Hugh Donovan	Reimbursement for padlock & jubilee clips for SID	19.47	BACS
SSDC	Parish Lengthsman	346.32	BACS
HMRC	PAYE Period 11-12	23.60	BACS
ElanCity Ltd	Speed Indicator Device	2,272.74	BACS
Duchy of Cornwall	Additional Charge following rent review on Recreation Ground	50.00	BACS
Hamdon Youth Group	Grant towards provision of a Youth Worker	6,352.90	BACS
P A Higgins Electrical Ltd	HYFC Heating System (Final Payment)	5,922.00	BACS
Total		15,205.08	

It was RESOLVED to pay the invoices.

ii. Other:

**21/056 PLANNING:**

**21/056/a Planning Information:**

No information received.

**21/056/b Parish Planning Working Party Feedback on Applications:**

**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 – no objections or observations.

**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 - Stoke sub Hamdon Parish Council has reviewed the application and has the following observations. First there are no objections to the alterations to the windows on the north and west elevations. However, the choice of "hamstone" as the replacement material (defined as the material used in the West Street development opposite) does cause the council concern. We have established directly with the manufacturers that this material does not in fact contain any hamstone material at all. Called Devon Churt, it is a mixture of a different yellow stone and flint, faced onto concrete blocks. Hamstone material should in the council's view always contain real hamstone, whether in block form. or in reconstituted to be true to its origin. In addition, the material is made up of small circular stone shapes, and this particular material is more usually used for boundary walls and outbuildings, rather than a house wall and is out of character in Stoke. As evidenced by our own parish council Built Environment Survey 2017 (summary extract attached) 60% of Stoke is built from hamstone and the existing hamstone and reconstituted hamstone houses in the village, some of which go back 300 years, are built using either a rough square or rectangular shape stone. We did raise all these legitimate concerns in 2019 with the West Street development under the reference 19/00128/COND. The continued use of hamstone, a local and unique building product, is an important way to preserve the character of our village and its production and use contributes to the local economy. The council therefore objects to the use of these particular proposed new materials as not being in keeping with the rest of the village.

**21/056/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 24<sup>th</sup> 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

No decisions were published as of 30<sup>th</sup> March.

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

**21/057** GOVERNANCE:

i. Unitary Consultation for Local Government in Somerset

Cllr Brooks said parish council recommendation was needed and asked councillors for their views on the County Council's single authority option or the District Councils' two authority option (Stronger Somerset).

*(Cllr Middleton left the meeting)*

There is not a lot of information on the role of parish councils in either option, but it appears that parish councils do not fair well as it is possible that they may not be able to make decisions or a say about their local area. Also, if the county/district councillors are given a wider area to cover then it is unlikely that specific local issues will not be covered as they are now.

It was agreed there was not information for the parish council to make a totally informed decision. However, there was a majority vote in favour of the Stronger Somerset option but that in responding to both consultations the parish council would say that they would not be in favour of anything that would reduce the power of parish councils as it currently stands.

*(Cllr Nelms left the meeting)*

ii. Face-To-Face Parish Council Meetings

The Clerk stated that central government have decided not to extend the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. This means that it will be unlawful to hold remote meetings on or after 7<sup>th</sup> May 2021.

However, the practicalities of holding face-to-face meetings before the 21<sup>st</sup> June is extremely problematic for parish councils who use small village halls due to current Covid guidelines. The Clerk said parish councils are able to bring in a scheme of delegation as they could do at the start of the lockdown in 2020 and then resume proper meetings from the end of June.

**21/058 CORRESPONDENCE:**

The Clerk said that she has received a letter from a newsletter volunteer saying they will be giving up doing the round for The Pound.

**21/059 MEMBERS' & CLERK'S REPORTS:**

No reports given.

**21/060 ITEMS FOR FUTURE AGENDAS:**

None declared.

**21/061 DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 21.47pm. The Annual Parish Council meeting will be held on Wednesday, 5<sup>th</sup> May 2021 at 7.00pm followed by the ordinary monthly meeting at 7.30pm.