

# STOKE SUB HAMDON PARISH COUNCIL



MRS. SARAH MOORE, PARISH CLERK. 24 High Street, Stoke sub Hamdon, Somerset TA14 6PS  
Tel: 01935 822455 E-mail: clerksshpc@hotmail.co.uk

## MINUTES OF MONTHLY MEETING HELD ON WEDNESDAY 2<sup>ND</sup> DECEMBER 2020 VIA ZOOM REMOTE MEETING APP

### 20/120/a PRESENT:

**Members:** Mrs Barbara Brooks, Mr Hugh Donovan, Mr Andy Dawe, Mrs Lyn Foley, Mr Graham Middleton, Mrs Suzanne Nelms, Mrs Alex Schellenberg and Mr Bill Southcombe

**Others:** Mrs Sarah Moore (Clerk), Mr Mike Hewitson (District Councillor), and no members of the public

### 20/120/b APOLOGIES:

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

### 20/121 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

Cllr Nelms declared an interest in Friends of Ham Hill

Cllr Southcombe declared an interest in the Hamdon Community Arts Project

### 20/122 PUBLIC SESSION:

There were no public in attendance.

### 20/123 MINUTES OF PREVIOUS MEETING:

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

### 20/124 MATTERS ARISING FROM MINUTES:

#### 20/124/a Review of Action List

The Clerk reviewed the items on the Action List:

- i. Overhanging trees between Co-Op and Loder's Corner: The Clerk said she emailed Highways and they are investigating the matter.
- ii. Refurbishment of telephone kiosk (West Street) – Cllr Southcombe said he will do the refurbishment once the lockdown period has finished. **Action Cllr Southcombe**
- iii. Litter Bin at the top of Windsor Lane – The litter bin has now been installed
- iv. Provision of Bus Shelter – This item is ongoing. Cllr Schellenberg offered to assist with this. Cllr Brooks suggested reviving the Transport Working Group. Cllrs Schellenberg and Southcombe agreed to be in this group along with the Clerk. **Action Clerk**
- v. Grit Bin for Orchid Acre Close - The Clerk said she has emailed Highways for permission to place a grit bin on the verge next to the entrance to the Co-Op/Orchid Acre Close. Awaiting a response. **Action Clerk**
- vi. SID Data Reports – No reports have been received from Martock Parish Council.
- vii. Allotment Rent Increase Letters – the Clerk said she will be sending the letters out shortly. **Action Clerk**

- viii. Double Yellow Lines in Bonnies Lane – A request has been submitted to Highways and they are investigating the matter.
- ix. Cole Lane Clearance – SSDC have cleared the leaves from the road by putting them onto the bank to mulch down. Unfortunately, these have fallen back down and are now covering the drains. Cllr Hewitson asked to be informed if further clearance was required in Cole Lane.

Action Clerk

**20/125 DISTRICT & COUNTY COUNCILLORS:**

**20/125/a Mike Hewitson – District Councillor**

Cllr Hewitson reported that there would be a meeting to approve the final business case for the Stronger Somerset proposal which will be submitted to the Secretary of State. SSDC are also carrying out an independent poll through Ipsos MORI in order to understand what the general public in Somerset want out of the reorganisation.

Cllr Hewitson said that SSDC now have a six-year land supply which is a positive step and hope to keep development sympathetic and sustainable for local communities.

Cllr Hewitson said a meeting has been arranged to try and address the issues regarding the Hamdon Youth Centre and the Conservation Officer's demands so that the building can be made fit for purpose.

Cllr Hewitson said that Somerset County Council have passed a resolution to apply to the Secretary of State to suspend the County Council elections for 2021 in light of the unitary bid.

**20/125/b Neil Bloomfield – County Councillor:**

No report received.

**20/126 SPORTS & LEISURE:**

**20/126/a Hamdon Youth Centre:**

Cllr Brooks gave an update on the Hamdon Youth Centre. The Trustees of the Centre successfully applied for the Government backed Local Restrictions Support Grant and received £1,334.

Cllr Brooks said the first stage of the modifications will start on Monday 7<sup>th</sup> December. Cllr Brooks thanked Cllrs Donovan and Dawe for all their hard work in removing all the pews, storage heaters and the existing floorboards. The pews have gone to various locations in the village except for a row of three which will be retained at the rear of the hall as a reminder of the building's history. The first project phase involves the replacement of the sub-floor in the main church hall, with improved insulation and DPM with the new wood flooring being laid in early January. The wall panelling will be repaired and a new heating system for both halls is to be installed. However, due to Conservation decisions there have been some issues regarding the type of cabling required and the Centre cannot re-open at all for children's activities by law unless it has a working heating system, so this stance effectively puts the project into limbo. Cllr Brooks thanked Cllr Hewitson for his assistance with this matter.

Cllr Brooks went onto explain that a further planning application was submitted at the end of November for the CCTV and a Fire Alarm system. This has yet to be validated.

**20/126/b Hamdon Youth Group:**

No report.

**20/126/c Memorial Hall and Grounds:**

A grant application has been received from the Memorial Hall Committee requesting £830.35 towards their insurance costs. It was RESOLVED to pay the full amount requested.

**20/126/d Play Areas:**

The Clerk said the new cradle swing seats had been installed in the Memorial Hall play area.

The Clerk said she had received a report that a fridge had been fly-tipped into Stonehill play area. The Clerk said she had reported it to SSDC but as it was on a weekend a kind resident removed and disposed of it appropriately.

**20/126/e** Sports and Recreation Trust:

No report

**20/126/f** Any Other Issues:

None declared.

**20/127** **VILLAGE ENVIRONMENT:**

**20/127/a** Allotments

Nothing to report.

**20/127/b** Crime and Anti-Social Behaviour:

No report received.

**20/127/c** Footpaths:

There is a report of a stile near Rixon Common that has been damaged. It was ascertained that the stile is not on a Rights of Way footpath.

**20/127/d** Ground Maintenance:

i. Groundsman

The West Street layby verge has been cut back but the trees will not be done until December/January. The High Street bank is still yet to be done.

ii. Parish Lengthsman

The lengthsman has installed the swing seats. Streetscene can replace the dog bin at the entrance of the Memorial Hall grounds at a cost of £140. As this was more cost effective than purchasing a new one it was decided to accept this offer. The lengthsman has cleared the drains in Ham Hill Road but there are still some that are too blocked. He is working on the ones in North Street but will have to bring a flatbed truck to load all the silt into. He has also started to clear the weeds. Cllr Brooks suggested that as there is a backlog of jobs to be done would the Council approve an extra day for a couple of months to catch up on the work. The Clerk also mentioned that once the parish council have their own SID the lengthsman will add the installation to his duties. It was RESOLVED to add an extra 8 hours for a couple of months. **Action Clerk**

Cllr Donovan said as Somerset County Council Highways are not fulfilling their responsibility of clearing the drains and the parish council now have to pay for an independent contractor to do this work, the parish council should send Somerset County Council an invoice to cover this cost.

Cllr Middleton said that the parish council need to inform SCC which drains are blocked and if they are not cleared then an invoice will be sent. This was agreed. **Action Clerk**

Cllr Donovan agreed to carry out the regular installation of the SID and to have the necessary training. The Clerk agreed to find out about the training. **Action Clerk**

**20/127/e** Highways and Transport:

i. Speed Indicator Device

Cllr Brooks and the Clerk met to order the SID but had some concerns about the connections for the posts so decided to look at another device. The Clerk recommended the Evolis device from Elancity which is cheaper than the other devices previously looked at and had better pole connection. The total cost of the Evolis device is £1,893.95 compared to the Truvelo device at £3,275. The

comprehensive specification brochure had been circulated to councillors. It was RESOLVED to purchase the Evolis device.

ii. Cole Lane

This was discussed under *Minute ref:20/124/a*

iii. Road Closures

There are several road closures in Norton sub Hamdon for fibre optic broadband connections by Gigaclear. The closures are from the following dates:

- 07.12.20 – 17.01.21 – New Road
- 11.01.21 – 07.02.21 – Great Street
- 01.02.21 – 21.02.21 – Skinners Lane
- 15.02.21 – 28.02.21 – Little Street.

**20/127/f** Street Lighting

Nothing to report.

**20/127/g** Defibrillator Report

No report received.

**20/127/h** Befriending Scheme

No report given.

**20/127/h** Community Shop

Cllr Foley said the shop is supporting people who need prescription deliveries but as the lockdown restrictions have been lifted then this has now ceased. Cllr Foley said however if any residents are absolutely desperate then the shop will assist. During the last lockdown grocery deliveries increased but not to the extent as in the first lockdown.

The shop raised £120 for Children in Need. It will also be offering a 'Secret Santa' service at Christmas. Residents can purchase a gift from the shop and send it anonymously for neighbours or friends. The recipients' details will be given to the shop and the volunteers will wrap and deliver it on Christmas Eve. The shop is also asking people to donate to the Lord's Larder and is raffling off hampers for the school.

**20/127/i** Any Other Issues:

The Clerk said she has been emailed by a company called Gigaclear who are hoping to install Superfast Broadband into the village on a commercial basis. If they get residents to sign up for the broadband, then it would be the end user who would pay for the installation costs.

Cllr Nelms said a resident in Stonehill has asked whether the double yellow lines could be extended past his driveway as vans are obstructing their access. The Clerk said she will put in a request for either a yellow line extension or 'no parking' notice to go on the next TRO.

Cllr Southcombe reported that the paths in Jubilee Woods have been mown and the sides have been cleared. Also, the fibre glass tree guards have been removed.

Cllr Foley said the Christmas lunch will now be a delivery service as the village has moved into a different Tier group.

Cllr Nelms reported that the Friends of Ham Hill have been successful in getting funding from the Somerset Community Foundation for an extension to the woodland play zone. Friends of Ham Hill are also seeking funding for woodland wellbeing sessions through the Co-Op Local Causes to enable community and family sessions at Ham Hill focussing on mental health and wellbeing and are asking for some support from the parish council as well. Cllr Nelms said it was not mentioned whether it would be financial support FoHH require but would let the Clerk know. The Clerk agreed to send FoHH a grant application if required.

**20/128 FINANCE:**

**20/128/a Matters for Report**

- i. The Clerk gave the monthly bank reconciliation report as of 30<sup>th</sup> November 2020

	£
Lloyds Current Account	41,354.64
Lloyds Reserve Account	82,823.20
Melton Building Society	33,198.97
Cambridge & Counties	22,442.12
Outstanding Payments	75.00
<b>Total as Cash Book</b>	<b>179,743.93</b>

Ring-Fenced Amounts:

	£
Pavilion Reserve Account	22,442.12
Cemetery Project	12,316.47
Asset Management Reserve Account	35,782.50
Bequest – Plants	150.00
Hamdon Youth Centre	33,985.76
<b>Total</b>	<b>104,676.85</b>

**Budget Working Capital** **75,067.08**

- ii. Annual Audit Report from PKF Littlejohn

The Annual Audit has now been completed and the Auditor's Report stated that the Parish Council have carried out their fiduciary duties under Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with proper practices and there were no other matters to report.

**20/128/b Matters for Resolution**

- i. Invoices Payable:

		£	
SSDC	Building Control Application for HYFC ( <i>paid 19.11.2020</i> )	365.00	BACS
Sarah Moore	Expenses for November	22.05	BACS
Stable Print	December Newsletters	195.00	BACS
Evis Ground Maintenance	November Ground Maintenance	666.66	BACS
Stoke sub Hamdon Memorial Hall	Grant towards Insurance	830.35	BACS
Wicksteed Leisure Ltd	2 x Cradle Swing Seats for Memorial Hall Play Area	416.64	BACS
SSDC	Parish Lengthsman	346.32	BACS
PFK Littlejohn	Annual Governance & Accountability Return	360.00	BACS
	<b>Total</b>	<b>3,202.02</b>	

It was RESOLVED to pay the invoices.

- ii. Other:

**20/129 PLANNING:**

**20/0129/a Planning Information:**

SSDC is undertaking a review of its Local Plan (2006-2028). The Local Plan is a rolling 20-year plan so SSDC are now reviewing the next tranche covering the period 2016-2036. Part of this review includes an analysis of the Five-Year Housing Land Supply 2020-2025 and the Housing and Economic Land Availability Assessment (HELAA). Full details of this can be found on <https://www.southsomerset.gov.uk/your-council/your-council-plan-and-strategies/planning-policy/local-plan-review-2016-2036/>

**20/129/b Parish Planning Working Party Feedback on Applications:**

**20/02870/HOU** – proposed porch to front of property – 24 Norton Road, Stoke sub Hamdon TA14 6QW - No observations or objections

**20/129/c Planning Decisions and Reports:**

**Reports**

**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 have been submitted

**Decisions**

**20/02449/S73A** – application to vary conditions 2 (approved plans) and 4 (materials) of planning approval 18/01571/FUL - Whitegates, West Street, Stoke sub Hamdon TA14 6QG – approved

**20/02359/HOU** – erection of a single storey extension to rear of dwelling - 39 High Street, Stoke sub Hamdon TA14 6PR - approved

**20/02713/HOU** – erection of a single storey extension to rear of dwelling – 9 High Street, Stoke sub Hamdon TA14 6PP – approved

It was RESOLVED to ratify the Planning Groups recommendations.

**20/130 GOVERNANCE:**

Nothing to report.

**20/131 CORRESPONDENCE:**

No correspondence received.

**20/132 MEMBERS' & CLERK'S REPORTS:**

i. **SALC**

The Clerk said that SALC were holding their AGM on Wednesday, 16<sup>th</sup> December by Zoom and two representatives are invited to join the meeting. Cllr Brooks agreed to attend along with the Clerk

The Clerk said SALC has made her aware that there was an email scam being sent to Clerk supposedly from the Chairman requesting that high value vouchers are purchased and to forward the voucher codes to the Chairman.

ii. New Website Wording

The Clerk said she had compiled the sections and relevant wording for the new parish council website and passed it onto councillors for consideration. It was agreed to look over the wording and bring any amendments to the January meeting.

Cllr Brooks asked councillors to consider what will be published on the website such as individual contact details and what detail of financial information should be made available. It was agreed not to have personal contact information on the website and any requests to contact councillors should go through the clerk.

**20/133 ITEMS FOR FUTURE AGENDAS:**

None declared.

**20/134 DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 8.47pm. It was agreed to move the date for the next meeting to the second week of January on Wednesday, 13<sup>th</sup> January 2021 at 7.00pm.