

MINUTES

**Parish Meeting of Henstridge Parish Council held at the Village Hall, Ash Walk,
Henstridge on Tuesday 5 November 2024 at 7.00pm.**

Open Session. Cllr Smith welcomed the public to the Open Session which commenced at 7.00 pm with an opportunity for members of the electorate of the Parish to speak. The Parish Council meeting opened at

- 1. Present:** Cllr Smith, Cllr Courtenay, Cllr Gaymer, Cllr Steel, Cllr Howlett, Cllr Petheram, Cllr Graham, Cllr Scard, Cllr Thompson
- 2. In attendance:** John Smales PCC representative, 4 residents.
- 3. Apologies for Absence:** To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1). Cllr Clark, **Cllr Finch, Cllr Rose & Ann Lee (Parish Clerk)**
- 4. To note absent record:** (Local Government Act 1972 s85 (1). **Cllr Smith** reminded Councillors about their obligation to give apologies for not being able to attend Parish Council meetings and subcommittee meetings and provide the reason for their intended absence.
- 5. Declarations of Interest:** (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct). **Cllr Ronnie Smith, Cllr Debbie Petheram Cllr Christine Steel all declared an interest in the Village Fete grant application.**
- 6. To approve as a correct record the minutes of the Parish meeting, held on the 1 October 2024:** (Local Government Act 1972 Sch 12). **The minutes were Proposed by Cllr Petheram, seconded by Cllr Gaymer, unanimously agreed A copy was signed and dated by the Chair.**
- 7. To approve as a correct record the minutes of the Extraordinary Meeting, held on the 21 August 2024.** (Local Government Act 1972 Sch 12). In the absence of the minutes, Cllr Courtney stressed the urgency and importance of receiving them **ACTION Clerk on return from absence.**
- 8. To acknowledge the recent resignations of Mrs Elspeth Graham and Mr Tony Cowles (Recruitment plan for new Cllrs included in Council Matters) Cllr Smith.** This was acknowledged featured as an agenda item later in the meeting.
- 9. To note the Actions from the 1 October 2024 Meeting and discuss any matters arising:**

4/10/22 8b	To receive an update on VH PV solar panels and decision reached by Village Hall Committee. Outcome: Solar panels are not considered suitable for fitting to the V Hall roof. Wind turbines are now being considered. John Smales will advise the PC when more information is forthcoming.	Cllr Smith ONGOING
6/12/22 9g	Vale Wood flood prevention: Time critical in preparation for Winter. To RECEIVE the advice/recommendations from Mr	Cllr Finch and Cllr Graham

	Robert Brown and received written quotes and insurance verification from two contractors to enable a decision to award a contract (Agenda Financial Matters). Cllr Peter Thompson expressed his annoyance about further quotes for above work being obtained. The Chair explained that since Cllr Thompson had missed two meetings and missed the 06/09/2024 deadline Cllr Finch and the Clerk had sought further advise. She clarified that the quotes, insurance and scheme of work had been developed but that in their absence an update would follow.	Time Critical ONGOING
7/3/23 8f:	To obtain 3 quotes for gates & signage in Oak Vale Wood when the flooding issue has been resolved. To be undertaken once work at Vale Wood is completed.	Cllr Thompson ACTION: Post completion of work above
3/10/23 8l	To receive a proposal to increase the Parish Council prices for burial, Interment, memorials and resolve to extend the path through the parish cemetery. Cllr Finch and Cllr Graham to lead this work with the support of the Clerk	Cllr Finch Cllr J Graham ONGOING
3/10/23 9d 3/9/24 12e	RFO to establish provision to budget for a community website with development and delivery costs of between £5k- 10K for 25/26 budget identifying the price this may have on reserves and/or precept. Cllr Howlett reported that this figure had not yet been placed into the draft budget for consideration but would be.	RFO: Complete and included within draft budget for decision in January 2025 Cllr Howlett/RFO
3/9/24 11h	To NOTE confirmation of a Data Protection registration certification. The PC has paid the fee for certification to hold a licence.	Clerk COMPLETE

2/7/24 K	To ARRANGE ongoing maintenance of CCTV equipment Maintenance undertaken and replacement of one camera arranged. (Report from Clerk)	Cllr Smith and Clerk COMPLETE
4/6/24 8e	To CIRCULATE Public priorities to respective committees To Publish presenting themes and write an article in WOT's On in November and seek wider responses from residents to ensure representative Deferred to the Spring edition due to sickness of Parish Clerk	Chair and Clerk ONGOING
1/10/24	To DEVELOP (Q&A) document outlining the history, steps taken by the PC to represent the interests of the Parish and the impact for residents on the discharge of Condition 10 iii. Rationale: To	COMPLETE
	keep residents of the Parish informed of current status of the application and options available to the PC. Cllr Smith	
1/10/24	To ARRANGE meeting of Finance working group to be arranged by Cllr Howlett and revised draft budget to be presented to Cllrs for discussion on the 5 November. Cllr Howlett	Cllr Howlett COMPLETE and ON THE AGENDA
1/10/24	To AGREE to investigate to replace damaged village gateway sign Cllr Finch	Cllr Finch ONGOING
1/10/24	To RECEIVE a progress report to apply for grant applications from Somerset Social Investment Programme and RSPB/RHS for the Allotment project	Cllr Howlett/Smith ONGOING

10. Reports

a) To receive Avon and Somerset Police and Crime update:

Cllr Christine Steel gave feedback on her recent attendance at the Police & Crime Commission Forum (held on the 9 October 2024). She briefly outlined topics covered at forum, indicating that the most useful element of the meeting included discussions about the impact Neighbour Watch schemes have for a community. She concluded that this would be an effective conduit between the police and the public. Cllr Steel hopes to explore this opportunity in the New Year.

The Clerk has now received emails and names for contact and will email her contact details and pass on Youth details to Cllr Jane Rose as Youth Rep for Parish Council.

b) To receive Cllr Clark's Unitary Authority report for November 2024

Cllr Courtney spoke on behalf of Cllr Clark and outlined the purpose of the Somerset Local Engagement Plan. He stated that Somerset Council is consulting on the proposed local plan. He outlined that the key purpose of the document will be to improve the quality / completeness of planning applications made to the Council so that:

- The Council spends less time (and resource) validating applications and chasing for missing information
- Applicants / developers / investors can receive a better service as processing applications will be quicker
- Stakeholders including parish and town councils will get consulted on higher quality / more complete submissions and so the proposals they are being consulted on should be clearer

Cllr Courtney said Cllr Clark encouraged the PC to respond robustly, to ensure that our rural views are heard. An extension for comments has been allowed till the 30th November. Cllr Ken Courtney indicated that the form will be emailed out to Cllrs and the collated version circulated. Cllr Petheram will undertake this by the 12th November and share the information with Cllr Courtney, Cllr Scard. Cllr Gaymer. Cllr Petheram will edit accordingly and then submit the information. John Smales will submit views from the Village Hall Committee and Parochial Church Council opinions for collation to Cllr Petheram.

The LCN report advises of possible reduction of Local Authority Councillor numbers from 100+ to 89. This will be consulted on at a meeting on the 13th of November 2024. Taunton Cllr Courtney and Cllr Gaymer to attend.

- c) **To note** the resignation of Cllr Sarah Dyke and election on the 21 November 2024. This was noted.

11. Planning

To receive an update on Barrett's development, post the open meeting hosted by Sarah Dyke MP on the 7th October 2024. **Cllr Gaymer** cover the following points on the agenda:-

- a) **To receive an update of the** Certificate of Lawfulness application by Barratt Homes **24/01183/COL**. **Cllr Gaymer, Cllr Courtenay** Cllr Gaymer stated that this concerns whether the developers broke the rules on starting the build in April 2024. The anticipated third KC opinion has not been revealed yet and the PC KC opinion has not yet been reinstated on the portal despite Officers of the Unitary Authority promising they would undertake this at the Open Meeting hosted by the PC and again at the walkaround site meeting with Highways that the Parish Council attended.
- b) **To receive** an update on developments with **23/01470/OUT** Townsend Farm 52, including new plans showing visibility splays and HGV tracking **Cllr Petheram**

On the walkaround Adam Garland Highways Officer discussed with Cllr Petheram and Cllr Gaymer the nature of the entrance to the proposed site on the pinch point where HGV meet as well as tracking and visibility splay as well as safety aspects to overt the possibility of potential road accidents.

The Planning meeting is scheduled for the 26th November at 10am at the Yeovil Planning Offices.

The 52 proposed development application states/relies on the Barretts application “proposed pathway that 132 houses development will provide” Cllr K Courtney is nominated to speak on behalf of the PC at this meeting. The Planning Officers Report should be out a week before the Planning Committee meeting and considered responses on behalf of residents will be made in the 3-minute allocation to represent the views of the PC.

During the site visit walkabout, Adam Garland, the Highways Officer referred on numerous occasions to the Safety Audit being satisfactory. This was refuted by Cllr Petheram. Dawn De Vries stated that many points stacked in the developers favour.

Cllrs debated what the PC would request from the development. Cllrs stated that a 20 mph limit through village would potentially slow the traffic down. Cllrs considered monies due in from both developments which could be used towards improvements but there are restrictions on how and what the funding can be spent on and this will need to be discussed in due course.

c) To receive an update on the outcome of the meeting with Planners and Highways held on the 15 October on site. Cllr Gaymer and Cllr Petheram.

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d) To AGREE to refer matters relating to Townsend Green to the Ombudsmen/Judicial Review. Cllrs discussed the handling of Barrett's application and the discharge of condition 10 iii, outlining procedural unfairness, lack of transparency, irrationality and disregard by Officers of Somerset for pedestrian safety, inadequacy of responses to concerns and complaints. **Reference 15843149.**

Cllrs acknowledged that complaints must have a reasonable concern to registered against Somerset Unitary Council. It costs nothing to refer to the Ombudsmen. Cllrs concluded they believe we have suffered from maladministration through this whole process.

The timeframe to instigate a Judicial Review has past the 6-week time limit process and could be very costly. Similarly, a Judicial Review will not stop the development going ahead.

Cllrs resolved to complain to the Ombudsmen. This was proposed by Cllr Gaymer and seconded by Cllr Petheram and unanimously agreed.

ACTION: - Cllr Adrian Gaymer to email the solicitors and establish the best way forward. Estimated cost for that advice £2-3 thousand pounds. Cllr B Howlett asked what the provision of £2-3 thousand pounds would provide. Cllr Gaymer stated the purpose is to get advice on the merits of either a Judicial Review or Ombudsmen approach from a legal perspective

ACTION: - Cllr Petheram to ask CPRE for advice (Countryside Protection for Rural England).

MEETING SUSPENDED

Mr Frazer Cook, a member of the public asked if the Parish Council should call a meeting to explain the current position and seek Crowd Funding monies required to take this matter to the Judicial Review. Cllrs explained that a Judicial Review will not stop the development going ahead. General agreement that a public parish meeting would be a good idea to explain the circumstances to residents when more is understood.

MEETING RESUMED

Cllr Smith summarised decisions made: -

PROPOSALS

- 1) **To complain to the Ombudsmen.** Proposed by Cllr Gaymer.
Seconded by Cllr Petheram, unanimously agreed.
- 2) **Write to Secretary of State Angela Rainer expressing concerns.**
Proposed by Cllr Gaymer. Seconded by Cllr Petheram, unanimously agreed.

- 3) **Obtain Judicial Review costs to be obtained from Ansty Foot for advice on strategy and costing quote.** Proposed by Cllr Ken Courtney. Seconded by Cllr Graham, unanimously agreed.

e) Planning Applications: To CONSIDER the following planning applications received since the last meeting: -

Application number	Proposal	Applicant Details
24/02269/S73 23/01486/HOU	1 Brookland Way Henstridge Templecombe BA8 0QR Application to vary condition 02 (drawings) of planning approval (First floor side extension and new porch) to add utility room, fenestration and cladding. Application Type: Section 73 Determination	Mr and Mrs Goddard
No Objections proposed by Cllr Courtenay, seconded by Cllr Graham Unanimously agreed.		
TrafficManagement@somerset.gov.uk >	Derestriction sign Combe Hill, Templecombe extension of the 30mph zone from the southern for support edge of Templecombe traffic lights at the top of Yenston Hill.	Templecombe request to the
A letter of support to be sent supporting the application Proposed Cllr Gaymer, seconded Cllr Howlett Unanimously agreed. Action Clerk		

f) To NOTE recent SSDC Planning Decisions made by the Unitary Authority:-The following decisions were noted.

Application number	Proposal	Applicant details	Decision
23/02944/FUL	Construct a new steel framed building to provide new offices and storage space for the developers Charleston Bespoke Homes Ltd Land At Henstridge Airfield Landshire Lane Henstridge Dorset BA8 0TN	Adlem	Approved
23/01822/FUL alternative ref. PP-12304556	Erection of 1 No. self –building dwelling Land Adj. to 2, Yenston Hill, Henstridge, Templecombe	Debbie Warnes The Hollies Cabbage Lane Templecombe	Awaiting decision application validated 14 July 2023.

- f) To RECIEVE any further updates on gully/flood issues and any further concerns regarding highways concerns. Cllr Gaymer.** Cllr Gaymer reported that Somerset Council has visited the village clearing drains and gullies near the Bird in Hand along the A357 and all looked to be flowing well.

12. Finance

- a) To APPROVE the November 2024 payment schedule accounts for payment via internet banking and agree signatory to authorise. Cllr Graham proposed payments, Cllr Howlett seconded, and all voted unanimously.**

<u>NOVEMBER 24 Payment Schedule</u>			
INVOICE PAYEE	PARTICULARS		AMOUNT
1	SES FIRE AND SECURITY	CCTV ANNUAL SERVICE	£ 31.80

2	YOUTH CONNECT SW	Q3 CONTRACT PAYMENT	£ 2,841.18
3	TIMEBACK ACCOUNTS	PAYROLL SEPT24 INV 6765	£ 18.00
4	HENSTRIDGE VILLAGE HALL	MEETING HVH-1628	£ 16.00
5	SOMERSET LANDSCAPES LTD	RANGER SEPT24 SLL35045	£ 528.00
6	GRASSROOTS	PARISH CHRISTMAS TREES	£ 935.00
7	PARISH ONLINE	ANNUAL SUBSCRIPTION	£ 118.80
8	INSPECT AND REPAIR	PLAY EQUIPMENT REPAIR	£ 250.00
9	HENSTRIDGE CRICKET CLUB	GRASS CUTTING APR24-MAY25	£ 1,870.00
PAYMENTS FOR REPORT			
	STAFF	SALARIES AND EXPENSES	£ 4,088.90
	MR T PULLING	GROUND MAINTENANCE	£ 111.93
<u>TOTAL MONTH PAYMENTS</u>			<u>NOV 24 £ 10,809.61</u>

b) To **NOTE** receipts for October 2024. All noted.

<u>Receipts SE 'TEMBER 24 for REPORT</u>		
RECEIVED	PARTICULARS	AMOUNT
UTB	QUARTERLY INTEREST	£ 965.39
<u>TOTAL RECEIPTS</u>	<u>SEPTEMBER 24</u>	<u>£ 965.39</u>

c) To **RECEIVE** revised draft budget progress for 2025/26 following finance working group meeting held on the 22 October (**Draft budget included**) **Cllr Howlett**. Cllr Howlett commented that the draft budget before the meeting had not included the website development and when included would take the precept to an increase of 23%. This will be discussed in the context of all recommendations that will be considered at the December meeting.

d) To **RECEIVE QUOTES AND AGREE** to appoint a contractor to undertake work for permanent emergency access to the recreational ground. (Quotes to be circulated) **Cllr Graham**

All the quotes were given due consideration. **The third quote from AR landscapes of £2,750 was proposed. Proposed by Cllr Graham, seconded by Cllr Petheram, unanimously approved.**

- e) To **RECEIVE** a recommendation for a mobile speaker system for Community events to a maximum of £300 **Cllr Graham**
A grant application was not available at the meeting but a budget of a maximum of £300 was approved as the system would be a PC asset for use by the Community. Proposed by Cllr Howlett, seconded by Cllr Gaymer and unanimously agreed.
MEETING SUSPENDED; Cllr Smith invited Mr Ashley Shirlin to speak about a grant application received on the 8/10/2024 for £1177 for the Henstridge Village Fete Committee the opportunity to hire a large marquee to house and provide shelter for the Parish Societies and Clubs.

MEETING RESUMED

- f) To **RECEIVE** a grant application for the community fete from the Parish Fete Committee for £1177.50. **Cllr Petheram, Smith and Steel declared an interest. Proposed after discussion by Cllr Howlett, seconded by Cllr Gaymer, unanimously agreed**

13. Council Matters

- a) To **RECEIVE** reports from representatives (Dog Warden. VHMC, Footpaths, Tree Warden, CSW, Youth) and provide guidance as appropriate. **(All reports must be sent to all Cllrs at least 4 days prior to the meeting to be included for discussion).**

Mr Fraser Cooke reported that he had a meeting on the 15 November to discuss GDPR matter and chase up on overdue repairs. He will report back via email.

- b) To **NOTE** complaints/concerns relating to recreation ground bike track and respond to the request to remove the tree stump in the children's play area **Cllr Scard and Cllr Graham ONGOING**
- c) To **RECEIVE** update on Allotment project **Cllr Howlett No update for this meeting.**
- d) To **AGREE** recruitment process for two Cllr vacancies and arrange elections as required **Cllr Smith**. The process for recruiting will be sought from the Monitoring Officer. Cllrs were asked if anyone would take responsibility for being the HR or the Village hall representative vacancies. No one volunteered at the meeting. **ACTION Cllr Smith/Clerk**
- e) To **NOTE** outcomes of any actions undertaken by the LCN. **Cllr Courtenay** Nothing to report to date.
- f) To **NOTE** Parish Key Events. Cllr Smith thanked Mrs Elspeth Graham for her report.
- g) To **AGREE** items for the next meeting **(Cllr Smith) Cllr Smith agreed to send these to the Clerk**

14. Exempt Session – Exclusion of the Press and Public

The Council is recommended to resolve that under section 1, paragraph 2 of the Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting of the following items of business because the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

1. To note statutory salary increases have been applied in line with Union SALC notification ACTION Cllr Smith.

The statutory salary pay rises will be actioned and back dated to April 2024 in line with employment legislation.

Ann Lee Parish Clerk