



HENSTRIDGE PARISH COUNCIL

Clerk: Ann Lee, 3 Sparkford Road, Sparkford, Yeovil, Somerset BA22 7FA

Tel: 07702667083 or 07841392242

e-mail: clerk@henstridgeparishcouncil.org.uk

www.henstridgeparishcouncil.org.uk

AGENDA

The Annual meeting of Henstridge Parish Council will be held at the Village Hall, Ash Walk, Henstridge on Tuesday 6th May 2025 from 7.00pm.

All members are summoned to attend.

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion. Please note, any new items raised by the public in this session will not be discussed by the council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting.

ALL MEMBERS MUST SIGN THEIR DECLARATION OF ACCEPTANCE OF OFFICE FORM BEFORE THE MEETING STARTS

- 1. To elect a chairperson and receive a Declaration of Acceptance of Office.**
- 2. Apologies for Absence.** To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1) **Cllr Scard**
- 3. 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)
- 4. To elect a Vice Chairman and receive a Declaration of Acceptance of Office.**
- 5. To elect a chairperson and members of the Open Spaces Committee and receive Declarations of Acceptance of Office.**
- 6. To review the arrangement that the Finance Committee is made up of the entire council and agree any changes.**
- 7. To review the arrangement that the Planning Committee is made up of the entire council and agree any changes.**
- 8. To elect a member to act as Coordinating Councillor for Personnel and Human Resources.**
- 9. To propose representatives of the council to the following:**
 - Allotments
 - Community Speedwatch
 - Henstridge Airfield Consultative Committee
 - Highways/Drains/ditches
 - Somerset Association of Local Councils
 - Local Community Network
 - Tree Warden
 - Village Hall Management Committee
 - Parochial Church Council
 - Yenston and Bowden
 - Youth work
 - Climate and environment
 - Footways
- 10. To approve as a correct record the minutes of the previous meeting held on Tuesday 8 April 2025 (Local Government Act 1972 Sch 12).**

11. To note receipt of the draft minutes from the Open Spaces Committee Cllr Steel

12. To note circulation of the Actions from Meeting list and discuss any matters arising

6/12/22 9g	Vale Wood flood prevention: To RECIEVE a progress report on the offer of a contract to James Wright for work in Oak Wood and assurance of insurance verification. Public Liability insurance to be provided. The Clerk reported that Mr Wright had contacted her and will be providing a copy of his Public Liability insurance prior to work commencing in September 2025 which is in line with wildlife sensitivity needs.	Clerk and Cllr Thompson Copy of Public liability Insurance to be received before work commences. Starts in September 2025
1/3/23 8f:	To RECIEVE 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 wood works.
3/10/23 8I	To SCOPE work for a footpath in the cemetery, compare proposals and provide quotes for the PC and award contract. The Clerk reported that Cllr Graham, Cllr Graham and Cllr Smith would meet with the local undertakers on the 28 May. Therefore, proposal deferred to the June PC meeting.	Cllr Finch and Cllr Graham Ongoing
1/10/24 6	To UPDATE the PC on the replacement of the damaged village gateway signpost by Keir.	Cllr Finch COMPLETE
1/10/24 6	To RECEIVE a progress report on grant applications from Somerset Social Investment Programme and RSPB/RHS for the Allotment project including briefing from FODO. Cllr Howlett advised that the submitted grant application had been successful, and the PC has been awarded £3,040. Cllr Howlett is inviting all allotment owners to a meeting to discuss this. Date to be confirmed.	Cllr Howlett/Smith

3.12.24 9c	To formally COMPLAIN to Somerset Council about their decision regarding 23/01470/OUT and allocating £40k to the golf club to provide commercial changing rooms and play group facilities several miles away from the community. Cllr Petheram reported the PC is waiting for reserve matters.	Cllr Petheram Ongoing
3.12.24 11f	To RECEIVE a quote for a small plaque to be placed on the cemetery wall indicating where the original graves were located within parish. To be resolved once gravestones relocated.	Cllr Steel Ongoing
4.3.25 9d	To install gov.uk domain wholly hosted by Jimmy Flynn. The Clerk reported that work has commenced. The PC domain name has been purchased and the website transposed. Cllr emails will be initiated and corresponding email archives managed by September 2025.	Work underway In progress
4.3.25 8c	Clerk to contact Highways to request an additional Grit bin for Church Street and put up caution signs (at no cost to the PC) to protect the interests of pedestrians. Cllr Graham reported that the Council have responded favourably, and the PC now waits for delivery	Completed and awaiting delivery
8.4.25 8a	Amanda Ware to be invited to the Annual Parish Meeting on the 14 May to talk about local crime.	Clerk
8.4.25 6d	24/01861/FUL at Cherry Bolberry Farm Furge Lane Action: Clerk to reemphasise to planning department that the PC object vehemently to the proposed pit location.	Clerk Complete

13. Reports

- a) To receive any Police matters
- b) To receive County reports from Cllr Hayward Burt and Cllr Nicola Clerk

14. Planning

- a) To **RECEIVE an update on Application no. 25/00410/COL for a Lawful Use or Development Certificate** for an existing development relating to the commencement of works 17/03029/out and reserved matters approval ref. 21/03369/rem at Land Os 5439 Part Townsend Green Henstridge Templecombe Somerset BA8 0RG. **Cllr Petheram**

- b) To receive CLASH update Cllr Petheram
- c) To consider any new Planning Applications: None Received
- d) To note recent SSDC Planning Decisions:

Application number	Proposal	Applicant details	Decision
25/00486/FUL	Proposed Store Location: Cahill Welding Henstridge Airfield The Marsh Camp Road Henstridge Templecombe	Cahill Welding Services Ltd	Approved 15 .4.2025
TrafficManagement@somerset.gov.uk	Derestriction sign Combe Hill, Templecombe extension of the 30mph zone from the southern edge of Templecombe to the traffic lights at the top of Yenston Hill.	Templecombe request for support	Awaiting decision
24/01861/FUL Validated 17.1.25	Creation of a slurry lagoon in an existing pasture with additional areas for wild-flowers and pond to allow for BNG Location: Cherry Bolberry Farm Furge Lane Henstridge Templecombe Somerset BA8 0RN	Location: Cherry Bolberry	Awaiting decision Appeal decision unknown
25/00171/FUL Validated 24.1.25	Erection of a new workshop/storage building Location: Land At Henstridge Airfield, The Marsh Camp Road	Hookins	Awaiting decision

- c) To receive any further updates regarding and ongoing Highways concerns Cllr Gaymer
- d) To receive an update on the Light pollution 2019 guidelines requirements and identification of the person responsibility for conducting light pollution audits.
Cllr Finch
- e) **Finance**
 - a) To review and update if required signatories for the Parish Council bank accounts.
 - b) To approve the cashbook and bank account reconciliations dated 30th April 2025 as presented for the Current and Reserves accounts
 - c) To note receipt of the 2025/26 precept
 - d) To note VAT reclaim
 - e) To approve the accounts for payment to be paid via internet banking and agree two signatories to authorise
 - f) To receive a proposal to repair the Pump Track in the recreation at a cost of £1,7025 Cllr **Graham**
- f) **Council Matters**
 - a) To note that all members must complete their Register of Interests Form **Clerk**
 - b) To resolve to readopt the Council's Standing Orders
 - c) To resolve to readopt the Council's Financial Regulations
 - d) To resolve to readopt the LGA Code of Conduct
 - e) To review and readopt the Council's Risk Assessment and Management document.
 - f) To note the arrangements for the Annual Parish Meeting on the 14 May 2025
 - g) To receive an update on the delivery of the co-mingle bins **Cllr Steel**
 - h) To approve a request by the Village Hall Committee to fix a metal bracket next to the outside power sockets to support any outside cables that may be

needed to be up out of the way of pedestrians to avoid Health and Safety issues **Cllr Steel**.

- g) **Date of Next meeting** – The next Parish Council meeting will be held on Tuesday **3 June**. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk by **9.00am on Wednesday 22 May 2024**

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.

To discuss confidential matter

Ann Lee
Parish Clerk