



HENSTRIDGE PARISH COUNCIL

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Minutes

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

Members present signed their declaration of acceptance of office form before the meeting started.

After an open session for the public. Cllr Smith welcomed everyone to the Annual Parish Council meeting. The meeting commenced at 7.05pm.

- 1. To elect a chairperson and receive a Declaration of Acceptance of Office.** Cllr Smith invited Cllrs present to take over the Chairperson role. **Cllr Gaymer proposed that Cllr Smith should remain as Chair. This was seconded by Cllr Petheram and unanimously carried.**
- 2. Present:** Cllr Smith, Cllr Gaymer, Cllr Courtney, Cllr Steel, Cllr Petheram, Cllr Thompson, Cllr Shea, Cllr Finch, Cllr Graham
- 3. In the presence of:** 2 residents, John Smales and the Clerk Ann Lee
- 4. Apologies for Absence.** To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) **Cllr Scard, Cllr Howlett, Cllr Rose, Cllr Burt, and Cllr Clark**
- 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) **None declared**
- 6. To elect a Vice Chairman and receive a Declaration of Acceptance of Office.** Cllr Gaymer proposed Cllr Finch, seconded by Cllr Shea, unanimously carried.
- 7. To elect a chairperson and members of the Open Spaces Committee and receive Declarations of Acceptance of Office.** Cllr Graham proposed Cllr Scard. This was seconded by Cllr Courtenay and unanimously carried.
- 8. To review the arrangement that the Finance Committee is made up of the entire council and agree any changes.** Proposed by Cllr Smith, seconded by Cllr Graham and unanimously carried
- 9. To review the arrangement that the Planning Committee is made up of the entire council and agree any changes.** Proposed by Cllr Gaymer, seconded by Cllr Courtenay and unanimously carried.
- 10. To elect a member to act as Coordinating Councillor for Personnel and Human Resources.** Cllr Courtenay proposed Cllr Steel. This was seconded by Cllr Petheram and unanimously carried.
- 11. To elect a member to act as Coordinating Councillor for Allotments.** Cllr Smith stated that Cllr Howlett had resigned from this role. Cllr Steel proposed that the Allotment co-ordination should remain a responsibility of the Open Spaces Committee seconded by Cllr Smith, Cllrs resolved that the allotment administration should be undertaken by the Clerk. Annual inspections would jointly undertake by the Clerk and Chairperson of the newly assigned allotment Committee. Cllr Smith stated that allotment owners had agreed to create a committee and join the association of allotments. The Open Spaces Committee will provide oversight of the newly acquired grant of £3,040 as the grant was awarded to the PC and needs to be accounted for in accordance with the grant organisation terms

and conditions and the PC financial regulations.

12. To note representatives of the council to the following: ACTION Clerk to update website.

- **Community Speed watch.** Cllr Graham reported that this activity is no longer active. **Cllrs resolved to remove this from the website ACTION: Clerk**
- **Henstridge Airfield Consultative Committee.** Cllr Gaymer explained that this County Committee has been disbanded. **Cllrs resolved to remove this Committee from the Parish website. ACTION Clerk**
- **SALC Somerset Association of Local Council.** The Chair and Clerk will represent the Parish Council.
- **Highways/Drains/Ditches.** Cllr Gaymer agreed to remain the representative of Somerset Association of Local Councils
- **Local Community Network.** Cllr Courtenay agreed to remain the representative of the LCN.
- **Tree Warden.** Cllr Thompson agreed to remain representative.
- **Village Hall Management Committee.** Cllr Shea agreed to become the representative.
- **Parochial Church Council.** Cllr Petheram agreed to remain representative.
- **Yenston and Bowden.** Cllr Petheram to remain representative and seek interest from residents in the area to jointly engage.
- **Youth work ACTION Clerk to clarify if Cllr Rose wishes to continue in this role.**
- **Climate and environment Cllr Finch agreed to remain the representative.**
- **Emergency Planning.** Cllr Finch agreed to remain the representative.
- **Footways Cllr Scard and Mr Frazer Cooke to remain the representatives.**

13. To approve as a correct record the minutes of the previous meeting held on Tuesday 8 April 2025 (Local Government Act 1972 Sch 12). The minutes were proposed as an accurate record by Cllr Petheram, seconded by Cllr Finch and unanimously agreed.

14. To note receipt of the draft minutes from the Open Spaces Committee Cllr Steel.
The draft minutes were noted.

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

6/12/22 9g	Vale Wood flood prevention: Contractor James Wright. Public Liability insurance to be provided at start of work.	Clerk and Cllr Thompson Work commences. September 2025
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1/3/23 8f:	To RECIEVE 3 quotes for gates & signage in Oak Vale Wood once work at Vale Wood is completed.	Cllr Thompson
3/10/23 8l	To SCOPE work in the cemetery and provide quotes for the PC and award contract following consultation with undertakers on the 28 May.	Cllr Finch and Cllr Graham
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	Open Spaces Committee to oversee grant from Somerset Social Investment Programme for the Allotment project. Allotment owners have agreed to belong to the Association of Allotment owners.	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 arrange a small plaque for the cemetery wall indicating where three original graves were located within parish.	Cllr Steel Ongoing
4.3.25 9d	To install gov.uk domain wholly hosted by Jimmy Flynn. Cllr emails will be initiated in 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. Cllrs resolved that a better solution is to request signs from Highways indicating "Steep Path". Cllr Graham to cancel Grit Bins in preference for signage.	Completed and awaiting delivery Cllr Graham
8.4.25 8a	Amanda Ware to be invited to the Annual Parish Meeting on the 14 May to talk about local crime. Notification she is unable to attend as she has been relocated to Yeovil.	Clerk Complete
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. Cllr await outcome from planning Officers.	Clerk Complete

16. Reports

- a) To receive any Police matters. None received.

- b) To receive County reports from Cllr Hayward Burt and Cllr Nicola Clerk. None received.

17. 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 noted a letter from the solicitor acting for CLASH. The Chair of CLASH will brief residents at the annual Parish meeting.**
- b) To consider any new Planning Applications: **None Received**
- c) To note recent SSDC Planning Decisions: The following applications were noted|:-

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. Cllr Gaymer stated that Highways have not responded to the request for a 20mph limit across the village. It was noted that the school 20mph light on the southside of the school is now permanently on (day and night) **ACTION Clerk to notify the school.**
- 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. Cllr Finch reported that he is in contact with Cllr Hayward and will report progress at the next meeting.**
- d) Finance
- a) To review and update if required signatories for the Parish Council bank accounts. Cllrs resolved to keep the existing signatories.
- b) To approve the cashbook and bank account reconciliations dated 30th April 2025 as presented for the Current and Reserves accounts. Proposed by Cllr Courtenay and approved by Cllr Graham and unanimously carried. Cllr Graham agreed to secure the payments by BACS transfer.
- c) To note receipt of the 2025/26 precept. Cllrs noted receipt of the precept.
- d) To note VAT reclaim. Cllrs noted that this was not identified in the cash summary report
- e) To approve the accounts for payment to be paid via internet banking and agree two signatories to authorise. Proposed by Cllr Courtenay, seconded by Cllr Graham and unanimously carried.

- f) **To receive a proposal to repair the Pump Track in the recreation at a cost of £1,725.** Cllr Graham proposed to accept the quote, seconded by Cllr Gaymer, motion carried.
- e) **Council Matters**
 - a) **To note that all members must complete their Register of Interests Form.** Cllrs present received Register of Interests from the Clerk by email
 - b) **To resolve to readopt the Council's Standing Orders.** Proposed by Cllr Courtenay, seconded by Cllr Steel, unanimously carried.
 - c) **To resolve to readopt the Council's Financial Regulations** Proposed by Cllr Courtenay, seconded by Cllr Graham, unanimously carried.
 - d) **To resolve to readopt the LGA Code of Conduct** Proposed by Cllr Courtenay, seconded by Cllr Steel, unanimously carried.
 - e) **To review and readopt the Council's Risk Assessment and Management document.** Cllr Finch agreed to bring this to the next meeting in June.
 - f) **To note the arrangements for the Annual Parish Meeting on the 14 May 2025.** The agenda was noted.
 - g) **To receive an update on the delivery of the co-mingle bins Cllr Steel.** Cllr Steel reported that she is still waiting for a delivery date and finalised costs from the Council.
 - 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. Proposed by Cllr Graham, seconded by Cllr Finch, unanimously agreed.**

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**

The meeting closed at 20.40

Exempt Session – Exclusion of the Press and Public

The Council under an exemption session under section 1, paragraph 2 of the Public Bodies (admission to meetings) Act 1960, the press and public were 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.

Ann Lee
Parish Clerk