



HENSTRIDGE PARISH COUNCIL

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MINUTES

Henstridge Parish Council Meeting held at the Village Hall, Ash Walk, Henstridge on Tuesday 14 April 2026 at 7.00pm.

The Open Meeting was suspended as there were no residents present.

The PC meeting commenced at 7.01pm.

- 1. Present: Cllr Smith (Chair) Cllr Courtenay, Cllr Finch, Cllr Graham, Cllr Steel, Cllr Scard, Cllr Petheram, Cllr Thompson.**
- 2. In the presence of: Ann Lee Parish Clerk, no residents.**
- 3. Apologies for Absence:** To receive and approve apologies for absence including reasons given (Local Gov. Act 1972 s85 (1) **Cllr Howlett on annual leave. Cllr Rose working, Cllr Gaymer unwell, Cllr Burt and Cllr Clark.**
- 4. 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.**
- 5. To approve as a correct record the minutes of the Parish Council meeting, held on the 3 March 2026.** (Local Government Act 1972 Sch 12).
Proposed by Cllr Finch with the following amendments: Date of next meeting 14th May 2026 and advertisement of the Flowers in Bloom voluntary role across the parish. Seconded by Cllr Steel, unanimously carried.
- 4. To note the Actions from the 3rd March 2026 meeting and discuss any outstanding matters arising.** (Local Government Act 1972 Sch 12).

6/12/22 9g 14.12.25	Oak Vale Wood flood prevention: The first phase of work has been completed by the contractor. It will take until the end of May to fully appreciate if this intervention has achieved the intended objective. Flood risks will be monitored in Marsh Lane, along the track and at the entrance. Whips to the value of £200 have now been planted in the wood by Cllr Thompson. The first invoice has now been paid in March.	Cllr Thompson On going monitoring of the culvet / ditch/ pipe
1/3/23 8f:	To RECIEVE 3 quotes for gates & signage in Oak Vale Wood once work at Vale Wood is completed. Cllrs noted that the old signs in the wood have been removed. Cllr Thompson agreed to reinstate them. It was noted that parishioners are removing logs for the wood. The logs serve important ecological need. Wood decomposition is one of a woodland's essential recycling processes and a natural part of every tree's lifecycle. Dead and decaying wood also provides a nutrient-rich habitat for fungi, a nursery for beetle larvae and a larder for insectivorous birds and other animals. ACTION: Open Spaces to agree the location of logs to protect the ecological balance as they hold a reservoir of nutrients which	Cllr Thompson

Signed and Dated

	are gradually released into the woodland floor as they decompose. Once unlocked, these same nutrients can be reused by living trees and other plants for new growth.	
14.1. 26	Allotment: Cllrs noted that tenants have rejected the PC £2,500 grant. Cllrs noted that tenants do not want to be members of the Allotment Society. An additional skip from the alternative grant for clearing and weed suppression of vacant plots has been requested. Action: Cllr Scard to advise the PC at the next meeting in May that the scope of the project has changed from the original application and to request authorisation to use the appointed grant to also include pothole work on the track up to the allotment for safe vehicular access. Quote for scalping's to be provided to the PC in May. Cllr Scard to review allocation of plots and further scope opportunities to maximise tenancy opportunities and initiate invoices for 2026/27.	On Going On going Cllr Scard Cllr Howlett
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. The PC had resolved to wait for reserve matters. See minutes planning item c	On Going Cllr Petheram
3.12.24 11f	To ARRANGE a small plaque for the cemetery wall indicating where three original graves were located within parish. Action: Cllr Scard to provide Cllr Steel with details of the deceased for the plaque and a quote for signage.	On Going Cllr Scard/Cllr Steel
3 2.26 7b	Symonds and Samson LLP have failed to collect the rent for land at Furge Lane amounting to £1,590. Action: The RFO has sent a letter demanding immediate action, copied to the senior partner. Progress has been made and the agent has taken responsibility to collect rent. The receipt was noted at the meeting in January.	RFO Complete
3.2.26 8a	To ADVERTISE on the website for Village in Bloom volunteers and circulate posters around the parish Action Clerk to liaise with Cllr Steel to advertise the role and Cllr Steel to handover to the new appointee.	Clerk Complete
7.10.25 6f g	To FOLLOW-UP potential breaches in planning to land in the Parish registered as a tyre business trading as Sparewheels R us Ltd and Mobile Tyres Ltd on the Stalbridge Road. Address The Pantiles, Henstridge, Templecombe, BA8 0SA and Mrytle Cottage with newly appointed direct access for vehicles onto the A30.	On Going. Awaiting response from Somerset Council. Cllr Burt aware

5. Reports

a) To **RECEIVE** any Police matters. **Cllr Smith. None received**

b) To **RECEIVE** County reports from **Cllr Hayward Burt.**

Cllrs noted the content of Cllr Burt's April report highlighting: -

1) Dorset's Recycling Centres. The decision to introduce a booking system at their recycling centres is now in place. Their new model assumes neighbouring

authorities also operate a booking system. Somerset does not currently have a booking system, which creates administrative and verification difficulties around cross border use. Officers are working directly with Dorset to ensure Somerset residents are not disadvantaged. Somerset is currently assessing the potential benefits of booking systems, for example fairness, traffic management, operational efficiency and customer experience and whether such an approach would be viable for Somerset's own service. Dorset's move forms part of that assessment, but no decisions have been taken

2) Car Parking Review

Another car parking charges review has commenced including proposals for a new tiered pricing structure for both on-street and off-street parking placing a sliding scale of fees depending on location. Seven days a week charging could be adopted but would still include periods of free parking for some car parks. A comprehensive survey and information gathering exercise across all of Somerset's 200 Council-run car parks, as well as on-street parking locations is in operation. A report will be brought back to the Executive later in the year on the suggested pricing for various tiers before a locally-based consultation process can begin with communities. Any proposals signed off by the Council will go through the statutory Traffic Regulation Order (TRO) consultation process where formal objections and comments will be considered.

3) National Planning Policy Framework Consultation: Somerset Council has submitted a response to the Government's consultation. The response supports elements such as a clearer plan-led system, increased housing delivery and the introduction of spatial development strategies, while also identifying several areas where amendments are sought. These include concerns about the deliverability of the proposed 30-month timetable for local plans, the capacity required to produce supporting evidence, and the application of national policies in large rural areas. The submission also raises points relating to housing delivery, climate and flood risk policy, and the role of local decision-making within the planning system. The new NPPF moves towards a 'one size fits all' set of decision-making policies, set by government. Many of these will override local policies, making it harder for local councils to challenge development in all but exceptional circumstances.

4) New investment to boost gully clearance, signs, lines and footpaths

A £5m enhanced maintenance programme featuring a huge gully clearance push and work to tackle faded road markings, broken signs and overgrown pathways. The first £2 million for 2026/27 was agreed last week (April 1). The new spending proposals will deliver clearing more drains and gullies, fixing and cleaning road signs, repainting faded road markings, collecting litter, and clearing overgrown vegetation, particularly on walking and cycling routes, as well as improvements to the council's public reporting system, to make it even easier for residents to highlight any issues on the roads. The work will be carried out by one of the Council's current highways contractors, Kier. The enhanced gully emptying will see an intensive one-year intensive clearance in areas vulnerable to a 1 in 100-year flood events – adding up to about 65,000 extra gullies during the current year. The £5 million maintenance programme will run for 3 years – 2026/27 to 2028/29.

b) To **RECEIVE the Highways defect report notification. **Cllrs noted those relevant to the parish.****

c) To **RECEIVE a verbal report following the Village Hall Committee meeting on the 26 January 26 **Cllr Scard. Cllr Scard reported that the AGM will be held on the 28th April at 7pm. The new committee will be elected at this meeting. A new PA system has been installed with Bluetooth provision and improved Hearing Aid technology. Administration is now being undertaken by Sara Bodkin. The financial status will be published at the AGM. Cllr Smith stated that she had received correspondence requesting authorisation to proceed to paint the railings attached to the****

Village Hall along with the underside of the canopy. Authorisation is not required for maintenance. Cllrs noted

- d) To **RECEIVE an UPDATE** from Open Spaces on the Allotment project **Cllr Scard**. In addition to the minutes noted in matters arising, Cllr Scard reported that he has made progress in the reallocation of plots. A new tenant has joined. **ACTION: - Cllr Scard and the Clerk to meet to revise the allotment plan with the respective changes and issue respective tenancy agreements. Cllr Graham noted that a lock had been placed on the gate. ACTION: - Cllr Scard and Cllr Graham to remove the lock and retain in the event a resident wishes to claim it. To be added to the Open Spaces Committee meeting**

6. Planning

- a) To **RECEIVE an update on Application no. 25/00410/COL for a third application 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**.

Cllr Petheram explained that the Court had denied a full hearing. The judge upheld one out of the four grounds for a judicial review, but two grounds were required to allow legal proceedings. Cllrs resolved to now assert their concerns about the discharge of Condition 10 relating to the Townsend Green Development, noting community dissatisfaction and confusion on road and pedestrian safety measures and write to Dawn De Fries reminding her of the proposed "safe route2 she walked declaring she would not want her child to walk the route either. Cllrs want Somerset Council to strictly hold the developers and Highways Officers to have the route properly technically assessed (in particular the High Street Plan and alternative route). Cllrs seek full community consultation with developers. If this proves undeliverable the PC expects and wishes to insist on a new application as mentioned in the Officer's report for the 52 houses at Townsend Farm (12.3.2011). In addition, the PC notes that the preapplication dated 18 March 2022 ref 22/00848/PREAPP was for only 40 dwellings not 52 and that the NHS has reserved its right to revisit the application as it has reached capacity at Milborne Port GP practice. **ACTION** Clerk to write to Cllr Burt and Clerk seeking their support.

- b) To **RECEIVE notification on Application 23/01470/OUT** that Somerset Council has granted planning permission for 52 dwellings with associated access, infrastructure and open space at Townsend Farm and S106 funding proposal. **Cllr Petheram**.

Since the last meeting Cllr Smith had written to Nick Troop on clarification about who the S106 funding would be ascribed to. He provided correspondence from Michael Lowe dated the 3 November 2025 to Cllr Burt and copied to Cllr Clark stating that payment of S106 money for Youth Facilities c contribution is to be made to the Council rather than a separate landowner including equipped play space on Stalbridge Road and changing room facilities at the Henstridge Sports and Leisure Site. **ACTION: - Cllr Smith to seek clarification before the next meeting that it is Henstridge Parish Council who will receive the money as Henstridge Sports and Leisure does not exist.**

- c) To **RECEIVE** any further updates on Highway issues **Cllr Gaymer**. In Cllr Gaymer's absence Cllr Courtenay noted the letter from Mike O'Dowd-Jones confirming that Somerset Council will continue to fund enhanced maintenance works with a revised process that enables the PC to liaise directly with the Council opposed to needing to contact Kier.
- d) To **CONSIDER** any new Planning Applications: **The following applications were considered.**

Application	Proposal	Applicant details	Deadline
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24/00137/REM	Proposal: Certificate of Lawfulness for an Existing development relating to the commencement of works granted by planning permission reference 24/00137/REM for Reserved Matters application to approve appearance, landscaping, layout and scale of approval 22/00687/OUT for the erection of 1 No. detached dwelling. Location: Land Os 7515 Whitechurch Lane Yenston Templecombe Somerset BA8 0NJ.	Julia Raymond	The application is being dealt with by Stanley Norris email at stanley.norris@somerset.gov.uk or by telephone on Tel No:01935 462462
Cllrs noted that this is a notification only application and in line with the Council's Constitution and the adopted scheme of delegation and terms of reference, the decision for this application is delegated to officers. Cllrs stated no objection to this application.			
26/00680/COL	Proposal; Certificate of lawfulness for a proposed alteration in part of the site from an existing golf course, coarse fishing and for the siting of up to 65 touring caravans and up to 25 static caravans.	CO	The application is being dealt with by Michael Lowe email at Michael Lowe@somerset.gov.uk or by telephone on Tel No:01935 462045
Cllrs noted that this is a notification only application and in line with the Council's Constitution and the adopted scheme of delegation and terms of reference, the decision for this application is delegated to officers. Action: Cllrs asked the Clerk to advise their concern that this was a significant change to the agreed application which they objected to.			

e) To NOTE SSDC Planning Decisions: Cllrs noted the following applications: -

Application number	Proposal	Applicant details	Decision
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
26/00307/COL Notification Certificate of Lawful Use or Development	Proposal: Application for a Lawful Development Certificate for a Proposed extension onto rear (East) elevation. Location: Unit 1A Harding's Business Centre, The Marsh Camp Road Henstridge Templecombe	Keen Meat Company	Validated 11 Feb 26 Decided application permitted 17 March 26
22/03560/OUT	Location: Land OS 6975 South of Bowden Road Templecombe Reserved Matters approval for the appearance, landscaping, layout and scale in respect of dwellings in accordance with Conditions 1 and 2 of the Outline Planning Permission (Not in this Parish)	Vistry Group	Awaiting decision
26/00049/DOC1	Written Scheme of Investigation (WSI) No 09		Validated 9 January 26 Awaiting decision
25/02759/REM	Reserved Matters approval for the appearance, landscaping, layout and scale in respect of 140 no. dwellings in accordance with Conditions 1 and 2 of the Outline Planning Permission 22/03560/OUT		Awaiting decision
24/01861/FUL	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 BA8 0RN	Validated 17.1.25 Awaiting decision

7. Finance

a) To **NOTE** receipts. **RFO** Cllrs noted the receipts.

Signed and dated

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<u>Feb 26 Receipts for Report</u>			
	RECEIVED	PARTICULARS	AMOUNT
1	None		£ -
	<u>TOTAL RECEIPTS</u>		£ -

- b) To **APPROVE** the payment schedule for **April 2026**. **RFO**. Cllr Petheram proposed that Cllr Courtenay and Cllr Graham authorise payments with discussion with the RFO, Seconded by Cllr Steel, unanimously carried.

<u>April 26 Payment Schedule</u>			
	PAYEE	PARTICULARS	AMOUNT
1	Timeback Accounts	Payroll Mar26 - INV tbc	tbc
2	Henstridge Village Hall	Hall Hire HVH- INV 2153	£ 16.00
3	Chew Valley Trees	Trees INV 2261318	£ 171.72
4	Henstridge Cricket Club	Grass cutting Apr25-Mar26	£ 2,041.00
5	S Burrows	Aug 26 Family Day	£ 550.00
6	Mr T Pulling	Ground Maintenance	£ 111.93
7	Toomer Tree Services	Tree work and assessment Inv 1641 & 1642	£ 3,020.00
8	Somerset Landscapes	Ranger March 36692	£ 546.48
9	Stalbridge Building Supplies	Gloves and black sacks	£ 21.89
	<u>PAYMENTS FOR REPORT</u>		
	Staff	Salaries and Expenses	£ 2,428.90
	<u>TOTAL PAYMENTS</u>		£ 8,907.92

- c) To **APPROVE** Q4 cashbook and bank reconciliation and budget **RFO**. Cllrs noted the report. **ACTION: - Cllrs requested that proposals for the designation of bank reserves are placed on the next agenda in May.**
- d) To **NOTE** any further anticipated expenditure from the allotment grant (£3,040) Cllr Scard. **See matters arising.**
- e) To **COMPLETE** bank mandate form by bank signatories **RFO**. Since the last meeting Cllrs requested the form for this purpose from the RFO. **Cllr Courtenay, Cllr Graham, Cllr Finch signed the mandate as they are existing signatories of the current bank mandate, enabling the RFO to be the administrator.**
- f) To **REVIEW** due diligence and **APPROVE** the bank/building society transfer of funds. **RFO**. **Cllrs noted the information provided by the RFO. At the next PC meeting Cllrs will consider the options and determine the sum they can assign to an account with higher interest rates balanced by cash withdrawal terms vs the need for access to cash throughout the year. Cllr Smith asked that the RFO attend the meeting.**
- g) To **APPROVE** membership of SCRAPP at a cost of £150 per annum. **Cllr Petheram**. **Cllrs discussed the merits of membership. They asked for a copy of the constitution for the next meeting to make a decision.**
- h) To **APPROVE** the quote for weed killing on the recreation ground. **Cllr Graham**. **Cllr Finch proposed the approval of the quote received by Wessex Grounds Services (as a safe contractor and approved by Dorset Wildlife Trust for £795 plus VAT, seconded by Cllr Scard. Cllrs noted that the application would be applied on the cricket pitch location.**
- i) To **APPROVE** the Quote for 2nd phase of work proposed for Oak Vale Wood. **Cllr Thompson**. **Cllr Thompson stated that the quote for further work would cost £1050 plus VAT and gave a copy of the quote to the Clerk. This will be discussed at the next meeting.**

8. Council Matters

- To **AGREE** the new IT Policy **Clerk**
- To **AGREE** (adopt/amend) the Code of Conduct Policy
- To **AGREE** (adopt/amend) the Freedom of information Policy

- d) To **AGREE** the GDPR Audit **Cllr Finch**
These items were all deferred to the next meeting as Cllrs did not have sight of them.
- e) To **RECEIVE** feedback from the LCN meeting **Cllr Courtenay**. **Cllr Courtenay reported that the next LCN meeting will be held on the 7th May and will cover Police matters. The venue and time of the meeting will be confirmed soon. Cllr Steel and Cllr Courtney volunteered to attend.**
- f) To **RECEIVE** the Plan for GDPR compliance for use of the icloud. **RFO/Clerk.**
Deferred to the next meeting
- g) To **AGREE** the agenda items for the next meeting. **Cllr Smith**
 - a) **Approve relocation of log pile in Oak vale Wood to avoid theft and enhance ecological balance.**
 - b) **Approve reserves allocation**
 - c) **Agree amount of funds to be transfer to building society and terms**
 - d) **Approval of policies**
 - e) **Approval of GDPR audit**
 - f) **Feedback from the LCN meeting taking place on the 7th of May.**

Date of the Next meeting – The next **Annual Parish Council meeting Tuesday 12 May 2026**. 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 at **9.00am on 20 April 2026**.
Annual Village Meeting is on the 20th May hosted by the Cllr Smith PC Chair

Exclusion of the Press and Public

Under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and pursuant to Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item(s) of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, in accordance with Part 1 of schedule 12A of the Local Government Act 1972.

- a) **Staff Appraisals**

Ann Lee
Parish Clerk