



HENSTRIDGE PARISH COUNCIL

Cllr Ann Lee

Address 3, Sparkford Road, Sparkford, Yeovil Somerset, BA227FA

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MINUTES

Henstridge Parish Council Meeting held at the Village Hall, Ash Walk, Henstridge on Tuesday 12 May 2026 at 7.30pm.

The meeting commenced after there has been an opportunity for members of the electorate of the Parish to speak. New items raised by the public in this session are not discussed by the council and will not be included in the minutes. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

1. **Present:** Cllr Smith, Cllr Courtenay, Cllr Scard, Cllr Gaymer, Cllr Howlett, Cllr Steel, Cllr Finch, Cllr Petheram, Cllr Graham, Cllr Thompson.
2. **In Attendance:** Cllr Burt, Ann Lee Clerk, No members of the electorate present.
3. **Apologies for Absence:** To receive and approve apologies for absence including reasons given (Local Gov. Act 1972 s85(1)). **Cllr Rose (Working), 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. **Dispensation for matters relating to the Bird in Hand Public House continues. No other declarations disclosed.**
5. **To approve as a correct record the minutes of the previous meeting held on Tuesday 14 April 2026** (Local Government Act 1972 Sch 12). **Cllr Petheram proposed the minutes as an accurate record, seconded by Cllr Graham and carried.**
6. **To Note the minutes of the Open Spaces Committee held on the 23 April 2026.** Cllrs noted the content of the minutes.
7. **To note circulation of the Actions from the 14 April 2026 Meeting and discuss any matters arising** (Local Government Act 1972 Sch 12).

1/3/23 8f:	To REINSTATE the signage in Oak Vale Wood 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 Clerk to write Article in WOT's on reminding the public not to remove logs.	Cllr Thompson Complete and signpost photos circulated to the PC. Clerk Complete
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	Cllrs resolved to keep the location of the log piles and not move and sell the supply. Open Spaces Committee will determine the location for the larger logs within the woods.	On Going monitoring Open Spaces Committee.
14.1. 26	Allotment: An additional skip for clearing rubbish has been provided with grant funding. The SALC grant extension expires in June. Further amendments to the scope of the grant need to be discussed with SALC to use funds to repair the potholes on the vehicular Action: Cllr Scard to contact SALC to request authorisation to repair potholes on the track up to the allotment for safer vehicular access with awarded grant funding. Cllr Scard obtained a quote for £39.00 per ton loose or £49.00 a ton in bags. OPC will establish the quantity required with authority to initiate the repair. Cllr Scard and the Clerk have conducted a site inspection and reviewed the allocation of plots. Future tenants have expressed interest in vacant plots. Clerk to draw up tenancy contracts for new tenants and send a letter to the tenants advising them of the outcome of the recent site visit. Only one half plot in vacant now. Invoices for 2026/27 will be sent in September 2026.	On going Cllr Scard and Clerk
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. Cllr Smith reported that she has received correspondence from Michael Lowe stating the payment will be made to the Council. Action: Cllr Smith to write again to clarify if this payment will be provided to the Parish Council or Somerset Council	On Going Cllr Smith



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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
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

8. Reports

- a) To receive any Police matters **Cllr Smith reported that there were no relevant incidents reported by the police for this parish. Cllr Smith is going to write to the Claire Moody, Police Crime Commissioner requesting a comprehensive report on crimes committed in the Parish over the last fiscal year.**
- b) To receive Councillor reports from **Cllr Hayward and Cllr Clerk**
Cllr Hayward highlighted some from his report:-
 - **Somerset Local Housing Needs Assessment (LHNA):** Somerset Council has published its latest assessment, describing the level and type of housing needed across the county from 2025 to 2045. The report highlights pressures around affordability, future housing demand and the need for accessible and specialist housing. This will inform the Somerset Local Plan and future housing strategies. The full assessment can be viewed here: <https://www.somerset.gov.uk/planning-buildings-and-land/somerset-local-plan/evidence-gathering-and-early-engagement/>
 - **Somerset Council Gritter Fleet Investment:** Somerset Council has approved plans to invest up to £2.3 million in new gritter lorries over the next four years, replacing ageing vehicles within its fleet of 23. The council spends c£200,000 a year on servicing, with risks identified to winter service delivery if the fleet is not renewed.
 - **Somerset Council is supporting residents in crisis**
Somerset Council has received £22.661 million from the Government to provide assistance to residents facing financial hardship and cost-of-



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living pressures in the county over the next three years. The funding, called the Crisis and Resilience Fund (CRF), is designed to offer targeted help to people facing sudden financial difficulties.

The support is provided in three ways:

1. Crisis Payments (Immediate, accessible financial support for families and individuals facing financial shocks or hardship.
2. Resilience Services (Wraparound support to prevent recurring crises, including debt advice and budgeting guidance. Income maximisation and benefits advice. Employment and skills pathways.
3. Community Coordination (Working in partnership to ensure everyone has access to the right support at the right time
More information about all the support available can be found on the Council's website, search 'cost of living support'.

- c) To receive an update on Village Hall matters following their AGM on the 28th April. **Cllr Scard reported a newly formed Committee and Chair have been elected. Minutes of the meeting will be circulated by Cllr Scard.**

9. 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. No further developments**
- 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.** Awaiting response to Cllrs Smiths second letter -see matters arising.

c) To consider the following new Planning Applications:

Application number	Proposal	Applicant Details
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26/00930/COL Notification only	Application for a Lawful Development Certificate for the proposed erection of single-storey rear extension to dwelling Location: The Old Stables Church Street Henstridge Templecombe Somerset BA8 0QE Application Type: Certificate of Lawful Use or Development	Applicant: Ms A Reeves
Cllrs noted that to date there had not been any complaints from neighbours		
26/00876/HOU	Proposal: Application for a single storey extension and upgrading of the building Location: F B G Commercial Services Tower House The Marsh Camp Road Henstridge Templecombe Application Type: Householder Application	Applicant: Mr and Mrs Gary clayton Deadline for 19 May 2026
Cllr Gaymer proposed no objections to the application. This was seconded by Cllr Courtenay and unanimously carried.		

d) To note recent Planning Decisions by Somerset Planning Officers:
Cllrs noted the decisions.

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 Application permitted 17 March 26



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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
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

- e) To receive updates regarding and ongoing Highways concerns Cllr Gaymer

10 Finance

- a. To **review** and update if required signatories for the Parish Council bank accounts. **Cllrs resolved to make no changes to current arrangements.**
- b. To **note** receipt of the 2026/27 precept. **Cllrs noted that half of the precept had been received.**
- c. To **note** VAT reclaim for 25/26. **Cllrs requested notification of the claim value from the RFO.**
- d. To **agree** the reserves allocation. **Cllr Courtney proposed that the Climate emergency reserve should be removed and funds placed in the general admin reserve. Seconded by Cllr Howlett and unanimously agreed.**
- e. To **approve** the payment schedule via internet banking and agree two signatories to authorise. **Cllrs resolved not to continue membership with Southwest Councils and therefore not pay the subscription. Cllr Courtenay proposed to pay the remaining payment schedule, seconded by Cllr Graham. Cllr Howlett to authorise and advise the RFO.**



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- f. To **consider** opening a dedicated savings account, to include **approving** a transfer of funds to the account. **RFO.**

Cllrs concluded that they had sufficient funds available to manage the PC by leaving £40k in the instant access account and transfer £70k to Redwoods 3.85% variable rate 95 day notice term. Cllr Howlett proposed £70k of funds to be transferred to Redwood with immediate effect, seconded by Cllr Courtenay, unanimously carried.

- g. To **receive** the SCRAPP constitution and **agree** to **become a member of SCRAPP at a cost of £150 per annum. Cllr Petheram. Proposed to become a member of SCRAPP at a cost of £150 Cllr Howlett, seconded by Cllr Thompson, unanimously carried.**

11 Council Matters

a)To **note** that all members must complete their Register of Interests Form and provide a copy to the Clerk. **The Clerk reported she had received all forms except for Cllr Rose who must provide a completed form before the next meeting in June.**

b)To **agree** to the repair or purchase of parish notice boards **Cllr Courtenay. Cllr Howlett proposed to repair and refurbishment the existing notice boards, seconded by Cllr Scard, unanimously carried.**

c)To **agree** the new IT Policy **Cllrs resolved to defer this item for three months until they have further information.**

d)To **agree** to (adopt/amend) the Code of Conduct Policy. **Cllr Courtenay proposed to adopt the policy, seconded by Cllr Gaymer and unanimously carried.**

e)To (adopt/amend) the Freedom of information Policy **Cllr Gaymer proposed to adopt the policy, seconded by Cllr Steel and unanimously carried.**

f) To **agree** to the GDPR Audit **Cllr Finch. Cllrs resolved to defer the final document to the meeting in July.**

g)To **agree** to (adopt/amend) the Council's Standing Orders **Cllrs resolved to defer this decision until the next meeting in order to ensure the document is the 2025 suggested template produced by NALC.**



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h) To agree to (adopt/amend) the Council's Financial Regulations Proposed to adopt by Cllr Courtney, seconded by Cllr Howlett and unanimously carried.

i) To agree to the location of logs in Oak vale Wood to avoid theft and enhance ecological balance Cllr Thompson. Cllrs resolved to leave the logs in the woods. Open spaces to determine the location of log piles and use of larger logs for path edging.

j) To receive feedback from the LCN meeting that took place on the 7th of May. Cllr Courtenay and Cllr Steel The minutes will be circulated. The next meeting will focus of Highways.

k) To note the arrangements for the Annual Parish Meeting on the 20 May 2026. Cllr Smith reported that the WI will serve tea and coffee upon arrival at 6.30pm.

12. Date of Next meeting – The next Parish Council meeting will be held on Tuesday 2nd June 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 by 9.00am on 20 May 2026 Apologies received in advance: Cllr Howlett (on holiday)

Items for the next agenda The County Plan.

**Ann Lee
Parish Clerk**