



HENSTRIDGE PARISH COUNCIL

Cllr Ann Lee

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MINUTES

Henstridge Parish Council Meeting held at the Village Hall, Ash Walk, Henstridge on Tuesday 9 June 2026 at 7.00pm.

The meeting commenced after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this is 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 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.

Open meeting: The Chair welcomed Susan Place (Area Champion) who detailed matters relating to education, the impact of unemployment for young people and the need for community anchors to help facilitate local solutions for those vulnerable in our communities. The session ended at 7.20 pm

1. **Cllr Rose to COMPLETE DECLARATION OF INTEREST FORM prior to starting the meeting. Cllr Rose was absent from the meeting**
2. **Present: Cllr Smith, Cllr Steel, Cllr Petheram; Cllr Thompson, Cllr Courtney, Cllr Gaymer, Cllr Finch, Cllr Scard, Cllr Grahame**
3. **In attendance: Ann Lee Clerk, 1 resident.**
4. **Apologies for Absence:** To receive and approve apologies for absence including reasons given (Local Gov. Act 1972 s85(1) **Cllr Burt, Cllr Clark, Cllr Howlett**
5. **Absent: Cllr Rose**
6. **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 declared.**
7. **To APPROVE as a correct record the minutes of the Annual Parish Council meeting, held on the 12th of May 2026 at 7.00 pm.** (Local Government Act 1972 Sch 12. **Proposed by Cllr Gaymer, seconded by Cllr Scard unanimously carried**
8. **To APPROVE as a correct record the minutes of the Parish Council meeting, held on the 12th of May 2026 at 7.30 pm.** (Local Government Act 1972 Sch 12. **Proposed by Cllr Gaymer, seconded by Cllr Scard, unanimously carried.**
9. **To NOTE the Actions from the 12 May 2026 Meeting and discuss any matters arising** (Local Government Act 1972 Sch 12.

14.1. 26

Allotment: An additional skip for clearing rubbish has been provided with grant funding. The SALC grant extension expires in July. Further

**On going
Cllr Scard and Clerk**



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	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 to obtained a quote for £39.00 per ton loose or £49.00 a ton in bags. OSC 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 resent site visit. Only one half plot is vacant now. Invoices for 2026/27 will be sent in September 2026.	Clerk On Going
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	Cllr Smith Completed
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



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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. Since Letter of 11 September 2025	On Going. Awaiting response from Somerset Council. Cllr Burt chasing
12.5.26	To progress the provision of an IT Policy by August 2026 to comply with Schedule 10.	Clerk
12.5.26	To make amendments to the GDPR audit by August 2026 to comply with Schedule 10	Clerk

10. Reports

- a) **To RECEIVE** any Police matters **Cllr Smith Cllr Finch** shared the link for police data relating to crimes in Wincanton East area.
<https://www.police.uk/your-area/avon-somerset-constabulary/wincanton-rural-east/?yourlocalpolicingteam=about-us>.
- b) **Cllrs are asked to view the site. Action Clerk to summarise data for the next meeting.**
- b) **To RECEIVE** an update on Village Hall matters **Cllr Scard. No further updates to report.**
- c) **To RECEIVE** the Youth report May 2026 **Cllr Rose. Content of the report was noted.**
- d) **To RECEIVE** **Cllr Haywards** report. Content of the report noted.

11. 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 requested the Clerk to write to the Planning Officer to seek confirmation that the PC will be kept informed of all works associated with multiple agencies and all technical reports before work starts. ACTION Clerk to write letter**
- b) **To Agree** to write to Somerset Council to establish the permitted number of caravans on the licence and a copy of the site layout. **Cllr Finch. Proposed by Cllr Gaymer, seconded by Cllr Courtenay Unanimously**



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carried. Action Clerk to write to the planning department to seek requested information.

- c) 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 in response to Cllr Smiths second letter. **Cllr Petheram.** No further updates.
- d) To **CONSIDER new Planning Applications: None received**
- e) To **NOTE recent Planning Decisions by Somerset Planning Officers: 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
26/00930/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	Ms A Reeves	Awaiting decision
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	Mr and Mrs Gary Clayton	Awaiting decision



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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		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	Cherry Bolberry Farm Furge Lane BA8 0RN	Awaiting decision

f) To RECEIVE updates regarding any ongoing Highways concerns Cllr Gaymer. Cllr Gaymer reported the following:

1.Speed cameras provide funds for the police. There are 6000 police actions per month relating to speeding, seat belt and mobile phone violations.

2. Pavement parking is enforceable by the Police in London but nowhere else.

3. 20 mph speed limits are in zones. Restrictions are controlled by Somerset Highways who grant approval.

4 Templecombe have a massive new estate in the Westcombe area. There PC would like a one way system ahead of 400 extra traffic per day.

5. A roads for Sparkford, Queen Camel Marston Magna, Mudford is not seeing enforcements for weight limited vehicles due to a lack of police resources.

6 Gully clearing PC's should talk to one another before applying for the Enhanced Highway management scheme with the possibility of sharing costs. Ash walk have had their gullies cleared.

g) To consider Somerset Councils Local Plan consultation. Cllrs noted the consultation period that commences on the 19th of June. Cllrs will comment collectively. A further update will be forthcoming at the next meeting and will include a proposed response to the consultation. Cllr noted that there is a teams meeting on the 10th June at 4 pm for Cllrs to



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attend. The meeting will be recorded and this will be made available for Cllrs to view.

12. Finance

- a) To **NOTE the VAT reclaim for 25/26 of £6,051.11** Cllrs requested notification of the claim value from the RFO which was sent to the Finance Cllrs on the 7 April 2026. **Cllrs noted the PC have received the reclaim.**

The Parish Council considered the Annual Governance and Accountability Return (AGAR) for the financial year ended 31 March 2026 together with the supporting papers required by PKF Littlejohn LLP.

- b) To **NOTE** the Annual Internal Audit Report, consider any recommendations and responses. **Cllrs noted the report received from T B Williams.**
- c) To **APPROVE** the appointment of an internal auditor to carry out an Internal Audit 26-27 (May 2027). The Clerk provided Cllrs with five auditors and will seek quotes and their availability for the forthcoming year. **Action Clerk to update at the next meeting.**
- d) To **APPROVE** the AGAR 2025/26 Section 1 – Annual Governance Statement. Cllrs approved with all the statements in the Annual Governance Statement and confirmed to their best knowledge and belief that the accounting statements reflected the systems in place for good governance. The Chair signed and dated the document itemising the minute reference as Finance d.
- e) To **APPROVE** the AGAR Section 2 – Accounting Statement. Cllrs confirmed the accounting statements were accurate and approved them. The Chair signed and dated the document and recorded the minute reference as item Finance e.
- f) To **ANNOUNCE and NOTE** the period for the exercise of public rights. The period for the exercise of public rights was noted as the 10th June to the 21st of July 2026.
- g) To **NOTE** the receipts for June 2026

<u>Apr 26 Receipts for Report</u>			
	RECEIVED	PARTICULARS	AMOUNT
1	Somerset Council	Precept (50%)	£ 44,350.00
2	HMRC	VAT Claim 25-26	£ 6,051.11
	<u>TOTAL RECEIPTS</u>		<u>£ 50,401.11</u>

- h) To **APPROVE** the payment schedule for June 2026



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June 26 Payment Schedule

	PAYEE	PARTICULARS	AMOUNT
1	SALC	Clerk CiLCA support course fee	£ 300.00
2	Somerset Landscapes Limited	Ranger Apr26	£ 282.80
3	SALC	Clerks training - Audit & Yr end	£ 35.00
4	Milborne Port Computers	Microsoft Office	£ 85.00
5	Pinnacle Accountancy Services	Internal Audit fee 2025-26	£ 216.00
6	Stalbridge Building Supplies	Padlock	£ 31.21
7	Ring Street Filling Station	Fuel	£ 95.51
8	A R Landscapes	Surface work at Village Hall Car Park	£ 355.00
PAYMENTS FOR REPORT			
	Staff	May26 Salaries and Expenses	£ 2,649.23
<u>TOTAL PAYMENTS</u>			£ 4,049.75

- i) To **APPROVE** the opening of a Redwood Bank account on behalf of the PC in order to obtain improved interest rates on council funds. Proposed by Cllr Courtenay, seconded by Cllr Scard unanimously carried.
- j) To **APPROVE** the RFO being added as an authorised administrator /user and Authorise Cllr Howlett, Cllr Graham, Cllr Finch, Cllr Courtenay as dual signatories for the Redwood Bank Account for the purposes of account management and administration. Proposed by Cllr Smith, seconded by Cllr Finch unanimously carried.
- k) To **APPROVE** the transfer of £70k from the Councils Unitary Trust Bank account to meet the minimum opening deposit requirements and start accruing interest. Proposed by Cllr Courtenay seconded by Cllr Graham, unanimously carried.
- l) To **AUTHORISE** the RFO to complete all necessary application forms, identification requirements, and banking administration associated with opening and operating the account. Proposed by Cllr Steel, seconded by Cllr Petheram, unanimously carried.

13. Council Matters

a) To **AGREE** to (adopt/amend) the Council's Standing Orders. The Clerk reported that the version presented for adoption was the 2025 latest NALC version. Cllrs unanimously resolved to adopt the document.

Action Clerk to post on the website.

b) To **RECEIVE** feedback from the LCN Cllr Courtenay. The No further updates.



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c) To **AGREE** to send proposed letter with Cllr Courtenay's comments objecting to the closure of the Stroke Unit to the CEO of Yeovil Hospital.
Proposed Cllr Gaymer, seconded by Cllr Thompson unanimously carried.

11. Date of Next meetings – The next Parish Council meeting will be held on Tuesday **7 July 2026. And Open Spaces July 21st** 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 28 June 2026**

Ann Lee
Parish Clerk