

# Stoke-Sub-Hamdon Parish Council

No.7 North Street Workshops, North Street, Stoke sub Hamdon TA14 6QR

Clerk. Mr Neil Bloomfield, Tel: 07545 951 917  
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To: All Members of Stoke sub Hamdon Parish Council

16<sup>th</sup> February 2024 (published)

Dear Councillor,

You are summonsed to a meeting of Stoke sub Hamdon Parish Council on

**Wednesday 21<sup>st</sup> February 2024 at 7pm**

at the Parish Council Offices, No.7, North Street Workshops, to transact the business set out below.

*Neil Bloomfield*  
Parish Clerk

Councillors are reminded that as holders of public Office they are expected to comply with the Nolan Principles, and the Councils Code of Conduct as well as showing respects for others in accordance with the law.

As per Councils Standing Order 3(e) there will be an opportunity for members of the public to comment on Agenda items (at the discretion of the chairman of the meeting). As per Standing order 3(f) the public question comment time is limited to 5 minutes each, and the session should not exceed 30 minutes (unless directed by the chairman of the meeting)

If a person behaves in an offensive or improper manner which disrupts the meeting and refuses to moderate their behaviour they will, by motion, be excluded from the remainder of the meeting. S.O. 2(a-c)

## AGENDA

### 24/041 Recording of meetings

Attention is drawn to the Councils policy on recording meetings. Those wishing to record meetings are asked to notify prior to or at the commencement of the meeting if they intend to audio/video record public proceedings. The council will record the meeting.

### 24/042 Apologies for Absence.

Apologies for absence to be accepted by council.

### 24/043 Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Council's Code of Conduct. To note declared interests and any dispensations granted. Councillors with a disclosable pecuniary interest (DPI) for any agenda item must request in writing, or immediately prior to the commencement of the meeting an interest to the proper officer who may grant a dispensation. [OB]

## **24/044 Public Questions**

This is an opportunity for the public to raise points or ask questions relating to council business. The chair may give a brief response, but more detailed answers can be given in writing if the chair considers it appropriate. Items raised should not be debated.

## **24/045 Approval of Minutes.**

To consider acceptance of minutes of previous full council meeting

## **24/046. Casual Vacancies**

Council to consider Co-option of applicants to fill two casual vacancies after the resignation of two Cllrs

Before taking their seats co-opted members are required to sign a Declaration of Acceptance of Office.

## **24/047 Committees**

Council to fill vacancies on the following committees

Planning Committee (5 members)

Finance & Resources Committees (5 members)

Human Resources (3 members)

Planning: Cllr Middleton, Cllr Hulett, (**3 VACANCIES**)

F&R Cllr Middleton (Chair), Cllr Hulett, (**3 VACANCIES**)

HR Cllr Phillips (Chair), Cllr Hulett (**1 VACANCY**)

## **24/048 Committee Meetings**

To agree a calendar of meetings for Planning & FR Committees

## **24/049 Council Projects Plan**

Having approved a financial reserve & annual allocation for projects

Council to create a living project list based on the one previously submitted. To consult on additional projects as appropriate:

- Improvements at The Cross
  - Junction improvements
  - Historic Street Lighting
  - Planters
  - Pedestrian safety improvements
- Flagpole/Xmas light tree (mem hall)
- Memorial garden/quiet space
- Create additional Parking.
- Renewable energy (solar panels)
- Hanging baskets/planters
- Speed camera.
- CCTV (crime prevention a responsibility of Councils)
- Electronic notice boards
- Village gateways (create sense of place)

**24/050 Sports & Rec Trust Service Management Agreement (SRT SMA)**

Council to consider approval of changes made to the agreement.

**24/051 Stonehill Play Area**

SRT agreed to carry out inspection of the soft surface area with a view to carrying out repairs. Advice received indicates a repair could not be guaranteed due to the previously laid surface beneath. Council asked to consider removal and replacement with a new surface.

**24/051 Account Balances and Schedule of payments.**

**Council to note.**

**Account Balances as at 30/01/24**

Lloyds Business Acc xxxxx860	£49,113.51
Lloyds BB Inst Acc xxxxx260	£44,334.27

Most recent balance data

Melton Building Soc.	£ 33,428.98
Cambridge & Counties	£ 23,026.17

Invoices Paid by Standing Order\*/Previously approved:

EDF Energy	Electricity	£. 188.50*
Stable Print	Dec Newsletter	£ 210.00*
Somerset Council	Lengthsman	£3,844.70
HYFC	Maintenance Fee	£1,152.00
Cloudy IT	Monthly M/Soft 365 Licence fee x11	£ 60.68*
Bank charges		£ 7.85
HMRC	PAYE/NI	£ 522.53
Amazon	4g Broadband Router	£. 69.00*
Amazon	Office Printer	£. 172.49*
	<b>Total</b>	<b>£6,227.75</b>

**Payments to be agreed by resolution:**

(Standing orders/salary pre resolved)\*

Evis	Ground Maintenance (Jan)	£ 750.00*
EDF Energy	Electric	£. 67.20
Clerk.	Backdated salary/expenses	£4,375.10
Somerset Council	Lengthsman (Dec)	£. 422.51
Somerset Council	Lengthsman (Jan)	£ 211.26
Cloudy IT	Monthly M/Soft 365 Licence fee x11	£ 70.68
Stable Print	Jan Newsletter	£. 210.00
Amazon	Lights/Stationary	£. 39.19*
Amazon	H&S Lighting	£. 36.88*
Amazon	Replacement Keys filling cabinet	£. 2.74*
Amazon	External Key Safe	£. 19.94*
Amazon	H&S lights	£. 28.10*
Amazon	H&S Poster and TV Bracket	£. 27.77*
Amazon	Display Screen Meeting Room	£. 419.00*
L Foley	Refund table supply	£ .115.00
	<b>Total</b>	<b>£6,795.36</b>

**24/053**

**Allotment Deposit & Fees**

Council asked to clarify its position regards existing tenants. Tenancy agreements are renewed annually on payment of the relevant fee. Tenants were required to make the annual payment in January of each year. Council to confirm existing lease terms remain excluding any annual payment conditions and that refundable deposit remains in place until new lease signed.

**24/054**

**Motion to Exclude the Press & Public**

Owing to the nature of the following items the press and public are to be excluded as public discussion of these items would be prejudicial to the public interest by reason of the confidential/sensitive nature of the business to be transacted. Sec.1 The Public Bodies (Admission to meetings) Act 1960

**24/055**

**Confidential Item**

Clerk to report to members on legal & associated matters.

To note date of next meeting **6<sup>th</sup> March 2024**