

# STOKE SUB HAMDON PARISH COUNCIL



PARISH CLERK. Neil Bloomfield  
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Chairman: Mrs Lynda Foley Parish Clerk: Mr Neil Bloomfield

## All Council Meetings are open to the Public and Press

To: All Members of Stoke sub Hamdon Parish Council

1<sup>st</sup> June 2023

Dear Councillor,

You are summoned to the meeting of Stoke sub Hamdon Parish Council on **Wednesday, 7<sup>th</sup> June 2023 at 7.00pm** at the Hamdon Youth & Family Centre 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)

## AGENDA

- 23/098 Recording of meetings**  
Attention is draw 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.
- 23/099 APOLOGIES FOR ABSENCE**  
Any apologies for absence to be accepted by council
- 23/100 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.
- 23/101 Public Questions**  
(Chairs discretion applies)Members of the public may raise any appropriate matter for report
- 23/102 Acceptance and approval of minutes of May Full council meeting and the minutes of the 24<sup>th</sup> May extraordinary full council meeting.**
- 23/103 Parish Council Insurance**  
To note the renewal of the Councils Insurance on 31/05/2023 in accordance with the resolution made at the 24<sup>th</sup> May meeting.
- 23/104 Microsoft Office 365 Installation.**  
To note the completed installation of Microsoft Office 365 suite and the migration of files and data.  
To advise the new email addresses will be issued as soon as remaining transition work is completed.
- 23/105 Parish Lengthsman Scheme**  
To consider the existing structure for accessing the service and to consider if 4 hrs every two weeks are sufficient all year round.



- 23/107**            **PLANNING**  
***SCC/4058/2023 Extension of the Monument Quarry for extraction of Hamstone.***  
Somerset Council has received the above application and the documents are available on the website  
[Planning Register : Somerset County Council](#)  
Comments are welcome by **21 June 2023**, if you need more time to consider this application please contact the Planning Officer as early as possible to agree an extension.
- You can Comment, Support or Object to the proposal but material planning reasons must be provided. Any comments made will be taken into account in any Officer recommendation
- 23/108**            **Council website**  
Council asked to consider its nature of website requirements as it now uses a HM Government provided .gov domain which carries a number of additional obligations.
- 23/109**            **Motion to exclude the Press and Public**  
Owing to the nature of agenda items 110,111 and 112, the press and public to be excluded as public discussion of the items would be prejudicial to the public interest by reason of the confidential and/ or commercially sensitive nature of the business to be transacted. Sec. 1 of The Public Bodies ( Admission to meetings) Act 1960.
- 23/110**            **Staffing Structure**  
To consider a report on changes to the current staffing structure/ role of Parish Clerk/Proper Officer/RFO
- 23/111**            **Grounds Maintenance Contract**  
To consider a report on awarding the above contract. (See Enclosure)
- 23/112**            **Council Office**  
To consider a report on councils lack of office space or postal address ( See Enclosure)
- 23/113**            To note the date of next scheduled council meeting Wednesday 5<sup>th</sup> July

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, disability, age), The Environment, Crime and Disorder, Health and Safety and Human Rights.