

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

1st March 2024 (published)

Dear Councillor,

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

Wednesday 6th March 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

24/056 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.

24/057 Apologies for Absence.

Apologies for absence to be accepted by council.

24/058 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. [OBJ]

24/059 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.

24/060 Approval of Minutes.

To consider acceptance of minutes of previous full council meeting

24/061 Statement from the Parish Council

A statement regards youth provision

24/062 Casual Vacancies

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

Before taking their seat's, co-opted members are required to sign a Declaration of Acceptance of Office.

24/063 Allotment Tenancy Agreement

Council to consider an amended allotment tenancy agreement taking account of the recent changes to remove the annual payment and changing the deposit to non-refundable.

24/064 Traffic/Parking Working Group

Council to set terms of reference for the group.

24/065 Council Website

The current website hosting platform uses Wordpress but councils supplier has restricted functionality which limits the councils offering. Council are asked to consider a change of provider to allow for more flexibility leading to a more professional website appearance.

24/066 Public Council Office

Unit 7 is intended to be open to the public as an information centre with access to councillors on a weekly or monthly basis. Council asked to approve the opening of the office to the public subject to sufficient Cllrs/volunteers being available. The Clerk office moves to the upstairs rear office and the vacated space become a public office/reception area. Consideration to lone working and security of those using the office

- Monday to Friday **10am-1pm** (if possible)
- Public access internet
- A suitable phone facility (not public)

24/067 Parish Council Newsletter

Council to consider a review of the monthly newsletter. Councils' website complies with accessibility, all council documents are now produced to a similar standard, it is recommended the newsletter moves in the same direction and consider using the front page for Council business/information and changing the cover page to full colour. Consider a once a year insert to provide useful numbers freeing up the rear cover page.

- There are 3 small rounds for delivery if anyone wants to volunteer.

24/068 Account Balances and Schedule of payments.

Council to note.

Account Balances as at 01/03/24

Lloyds Business Acc xxxxx860	£40,400.25
Lloyds BB Inst Acc xxxxx260	£44,334.27
Melton Building Soc.	£ 33,428.98
Cambridge & Counties	£ 23,026.17

Invoices Paid by Standing Order*/Previously approved: (since 21/2/24)

Amazon Refund	Large Screen monitor	-£ 419.00 Credit
Amazon	Office	£ 14.00
Amazon	Office	£ 11.89
Lloyds	Service charges	£ 7.85
Amazon	Office	£ 17.48
Clerk	Salary/Back	£ 4,375.10
HYFC	Grant	£ 1,152.00
Stable Print	Jan Newsletter	210.00
Cloudy IT	Office 365	70.68
Evis	Grounds Maintenance	£ 750.00
EDF	Utilities	£ 67.20
Somerset Council	Lengthsman	£ 422.51
Somerset Council	Lengthsman	£ 211.26
L Foley	Tables	£ 115.00
	Total	£ 6,257.20

Payments to be agreed by resolution:

(Standing orders/salary pre resolved)*

Evis	Ground Maintenance (Feb)	£ 750.00*
Cloudy IT	Monthly M/Soft 365 Licence fee x11	£ 94.68(includes underpayment)
Stable Print	Jan Newsletter	£. 210.00
L Foley	Grit	£ 74.87
Clerk	Water jug/glasses	£ 18.20

Total **£1,147.70**

24/069 Motions to Council under Standing Order 9.

A motion to create a Forward Plan with three options included. Its not possible to establish how this could make the council more open and transparent as the 3 options referred to items either not relevant to this council or areas which were already subject to publication in minutes and agenda. For these reasons and under Standing Order 9(d,f) the motion is rejected.

24/070 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

24/071

Confidential Staffing Matter

Confidential paper sent members and separate from this agenda

To note date of next meeting 3rd April 2024