



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

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

**WEDNESDAY 4<sup>th</sup> MARCH 2026 at 7pm**

at the Parish Council Offices, No.7, North Street Workshops

*Gilly Lowe*

Parish Clerk

25<sup>th</sup> FEBRUARY 2026

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 respect 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).

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.

## **AGENDA**

**25/315 RECORDING OF MEETING**

Attention is drawn to the Council's policy on recording meetings. Those wishing to record meetings are asked to notify the Chair prior to or at the commencement of the meeting if they intend to audio/video record public proceedings

**25/316 APOLOGIES FOR ABSENCE**

**25/317 DECLARATIONS OF INTEREST IN AGENDA ITEMS**

**25/318 APPROVAL OF MINUTES**

Council are requested to **RESOLVE TO APPROVE** the minutes of the full council meeting held on 4<sup>th</sup> FEBRUARY 2026 as a true and correct record.

**25/319 SOMERSET COUNCIL REPORT**

A report from Somerset Council representatives.

**25/320**

**PUBLIC SESSION**

Members of the public to raise matters for Council's consideration to include any feedback from the regular surgery session.

**25/321**

**PLANNING**

- (a) Members are asked to provide comments on the following planning application:
- i. 26/00304/PAMB – Castle Farm, North St, Stoke-sub-Hamdon  
*Proposal: Prior Approval for the change of use and conversion of existing agricultural buildings to form 5 No. residential dwellings*
  - ii. 26/00398/HOU – 4, Mason Lane, Montacute, Yeovil TA15 6UH  
*Proposal: Partial garage conversion, demolition of existing porch and replacement porch and inclusion of a carport.*
- (b) To report any decision notices received not previously circulated.
- (c) Members to note the details of the planning appeal Ref: 6004221 in relation to 25/00247/FUL for the Land at Mason Lane, Montacute TA15 6UH.

**25/322**

**OUTSTANDING ACTIONS / UPDATES FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)**

- (a) Emergency Plan – draft confirmed and recirculated for final approval
- (B) EV Charging Points
- (C) Holy Tree Junction

**25/323**

**DOG CONTROL PUBLIC SPACES PROTECTION ORDER (PSPO)**

Members to confirm the following new areas to be included under a 'Dogs on Leads' order as a response to the current consultation:

- Big Recreation Ground (dogs on leads)
- Memorial Hall play area (no dogs)
- Memorial Hall Grounds (no dogs)

**25/324**

**WORKING GROUP UPDATES**

Progress Reports from the following Working Groups:

- (a) Castle School 150th Anniversary WG
- (b) Speedwatch WG
- (c) Allotments WG
- (d) Bins WG

**25/325**

**ROAD SAFETY STRATEGY**

Council to agree to drafting a road safety strategy and appointing a lead member to take responsibility.

**25/326**

**FINANCE**

- (a) Members to **APPROVE** a list of payments circulated ahead of the meeting as part of the Responsible Financial Officers report.
- (b) Members are asked to **APPROVE** the bank reconciliation statement as of 28th February 2026.
- (c) Members to **NOTE** the content of the Responsible Financial Officer's finance report.
- (d) Members to **APPROVE** cancellation of the current clerk's mobile phone contract and agree an allowance of £10/mth instead paid directly to the clerk.
- (e) Members to **APPROVE** the following training sessions:  
Cllr Hulett – Planning Training on 20<sup>th</sup> April @ £40

- 25/327 YEAR END PREPARATION**  
Members to review and adopt the following updated documents:
- (a) Risk Management Policy (updated March 2026)
  - (b) Business and Governance Risk Register (updated March 2026)
  - (c) Statement of Internal Controls document (updated March 2026)
- 25/328 GROUNDS MAINTENANCE AND RANGER SERVICES WORKS SPECIFICATION**
- (a) Members to approve the draft works specification for the new Grounds Maintenance and Ranger contracts and to give authority in line with Council's adopted Financial Regulations to issue the tender for renewal.
  - (b) Members to confirm a date for an additional meeting to appoint a contractor.
- 25/329 DRAINS REPORT**  
Members to agree next steps following receipt of the report shared by the contractors who carried out drain clearing works in the village.
- 25/330 HYFC**  
Members to receive an update from the Working Group including a request to enable informal discussions with the Methodist Church about relaxing certain covenants.
- 25/331 YOUTH PROVISION**
- (a) Members to receive an update following Working Group discussions with SALC and a potential new supplier.
  - (b) Members to **APPROVE** undertaking outreach sessions to establish the need and gather evidence for Youth Provision in 2026/'27.
- 25/332 ANNUAL VILLAGE MEETING**
- (a) Members to confirm a date and venue for the Annual Village Meeting.
  - (b) Members to confirm any additional details such as a guest speaker and methods of publicising the event.
- 25/333 RANGER TASKS**
- (a) Update to be provided on progress during February 2026.
  - (b) Council to **CONFIRM** a prioritised list of tasks for the Parish Ranger
- 25/334 HIGHWAYS MATTERS**  
To raise any new highways concerns or issues within the Parish that require action.
- 25/335 CRIME, DISORDER AND COMMUNITY SAFETY**  
To raise any related concerns or issues within the Parish.
- 25/336 CORRESPONDENCE**  
Members to consider any correspondence that requires a decision.  
Members to agree to adding Council's support to a collective letter being sent to the Secretary of State regarding the New Medium Helicopter (NMH) programme and the future of Leonardo Helicopters UK in Yeovil.
- 25/337 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING**

25/338

**DATE OF NEXT MEETING**

Wednesday 8<sup>th</sup> APRIL 2026, starting at 7:00pm.

**END OF AGENDA**