

Stoke-sub-Hamdon Parish Council

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

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

2nd May 2024 (published)

Dear Councillor,

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

7pm WEDNESDAY 8th MAY 2024

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 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). 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

24/109 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.

24/110 Apologies for Absence.

Apologies for absence to be accepted by council.

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24/111 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]

24/112 Approval of Minutes.

To consider acceptance of minutes of full council meeting

24/113 Casual Vacancy.

Council has two vacancies.

24/114 Public Session

Limited to a total 30 minutes, parishioners can raise points relevant to items in the agenda. A maximum 5 minutes per person and not per question or topic.

24/115 Confidence Vote

The following motion submitted under standing order 9 by Cllrs Gould & Dullaghan, that: "This Council has no confidence in the Chairman and Vice Chairman of council".

24/116 External HR/Recruitment Advisors

Full council 26/4/24 agreed a motion to appoint South West Councils to assist council with recruitment of a clerk. SO9b "No motion may be moved at a meeting unless it is included in the agenda and the mover has given written notice of its wording to the Proper Officer at least 7 clear days before the next meeting" There was no accompanying report to support or if alternatives had been considered. There is no existing budget line for this spend., therefore:

Council asked to consider appointing an external body to assist council with the recruitment of a new clerk and to create a budget line from the general reserve.

24/117 Alarm Installation – Unit 7

A request has been made to revisit the installation of an intruder alarm at the Council offices. It had been agreed in October to have existing alarm to be brought into service by the previous maintainer PG Security. It wasn't considered economically viable to replace parts and other consumables and a new installation was recommended. In consultation with the chair and vice chair this was further reduced to a minimum standard. The chair and clerk authorised this additional spend from the existing unit 7 budget line under delegated authority of council.

24/118 Parish Council Newsletter

Articles for the parish newsletter have been sent to the parish clerk of many years and it forms part of the clerk's job description as below:

Parish Newsletter

- To collate editorial information on a monthly basis, providing input where instructed on behalf of the Council
- To be responsible for forwarding the text to the printers, together with any changes to the contact information.
- To receive the draft proof and approve it along with the Chair; then send it to be printed.
- To organize and liaise with the volunteers delivering the newsletter to ensure delivery at the beginning of the month
- To produce a PDF copy of the final printed newsletter and get it uploaded to the Stoke sub Hamdon website.

24/119 Hamdon Youth Group (HYG)

April 2023 two parish Cllrs raised concerns over the safeguarding policies of the HYG. With those concerns addressed HYG feel a response from council in the minutes would be appropriate. Council asked to consider the following official response.

“The Hamdon Youth Centre Trust (HYFC) is charged with ensuring minimum policy requirements for all users of the Youth Centre facility on behalf of this council. The Council is of the view the HYG policies now appear to be to the required standard and that HYG will comply with those policies going forward. Any future concerns will be directed to the HYFC Trust.

24/120 Match Funding

Council asked to consider a proposal to match fund any monies raised by voluntary groups within the parish council area. If council are considering this action a task and finish group should be considered as there would likely be significant funding issues and conflict with the existing grants policy.

24/121 Hamdon Youth Centre

Council asked to consider a request to improve wheelchair access to the front entrance to the building. Also to note attempts to obtain quotes to safely remove and replace the asbestos roof at side of building.

24/122 Account Balances and Schedule of payments.

Account Balances as at 01/05/24

Lloyds Business Acc xxxx0860	£ 132,395.24 **
Lloyds BB Inst Acc xxxxx260	£ 44,429.06
**Precept Credit	£ 97,280.80

Available figures

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

Payments to be agreed by resolution:

(Standing orders/salary pre resolved)*

Ionos	Web host	£ 21.00
Evis	Ground Maintenance (Feb)	£ 750.00*
Cloudy IT	Monthly M/Soft 365 Licence fee	£ 71.16*
Stable Print	April Newsletter	£. 210.00*
Sports & Rec Trust	Contribution to Skate Park	£ 10,000.00
	Allotment deposit refund	£ 25.00
Clerk (agreed by contract)	April salary	£xxxx.xx
Total		£ 11,077.16

Payments previously Approved

Evis	Ground Maintenance (Feb)	£ 750.00*
Cloudy IT	Monthly M/Soft 365 Licence fee	£ 70.68
Stable Print	April Newsletter (colour)	£. 295.00
Som. Council	Parish Ranger	£ 422.51
SALC	Playground Inspection Course (MF)	£ 50.00
PG Security	Unit 7 Alarm	£ 561.47
Amazon	Office	£ 57.86
HMRC	PAYE/NI	£ 627.31
Clerk	salary (late payment)	£ xxxx.xx
ICO	Data Licence (annual)	£ 35.00
Lloyds	Bank charges	£ 7,00

24/123 Skate Park

The Sports & Rec Trust (SRT) have requested the draw down of the £10,000 agreed by council toward the total cost. The original motion was procedurally incorrect so council are asked to resolve the following:

This council resolves to make a single one-off payment of £10,000 as its contribution towards the cost of the new skate park to be built in the recreation ground.

These funds were allocated into a earmarked reserve from the 23/24 budget.

24/124 Grant Application

To consider a grant application from the Sports & Rec Trust for £500 to fund the May Fayre program

24/125 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

24/126 To consider a confidential staffing matter.

Amendments to the clerks' terms of engagement

