



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 5th FEBRUARY 2025 at 7pm

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

Gilly Lowe

Parish Clerk

29TH JANUARY 2025

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.

AGENDA

25/020 ELECTION OF A NEW CHAIR & VICE-CHAIR

Following the recent resignation of the Chairman, to elect a new Chair & Vice-Chair to remain in post until the AGM in May 2025.

25/021 RECORDING OF MEETING

Attention is drawn to the Councils 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

25/022 APOLOGIES FOR ABSENCE

- 25/023 DECLARATIONS OF INTEREST IN AGENDA ITEMS**
- 25/024 APPROVAL OF MINUTES**
Council are requested to **RESOLVE TO APPROVE** the minutes of the full council meeting, held on 8th January 2025.
- 25/025 STAFFING COMMITTEE AND LCN REPRESENTATION**
- (a) Members to confirm who will represent the Parish Council at the Local County Network (LCN).
- (b) To agree two new members of the Staffing Committee.
- 25/026 PUBLIC SESSION**
Members of the public to raise matters for Council's consideration
- 25/026 SOMERSET COUNCIL REPORT**
A report from the Somerset Councillors.
- 25/027 MATTERS ARISING FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)**
- (a) Update on costs of bin emptying.
- (b) Update on councillor vacancy, confirmation of posting of vacancy notice and procedure for co-option.
- 25/028 OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)**
- (a) County Cllr Bailey to update following the Interim Clerk's contact with the Somerset Council devolution team to ascertain the current position and future plans that may impact the Parish Council.
- (b) Cllr. Burton and the Interim Clerk to prepare a costed proposal for tasks associated with the Memorial Hall play area, to include the play area at Stonehill, as agreed at the last meeting, and report to Council.
- (c) To confirm that 30 bags of grit have been ordered & delivered.
- 25/029 WORKING/TASK AND FINISH GROUPS**
- (i) Progress Reports from the following Working/Task & Finish groups:
- (a) Castle School 150th Anniversary WG
- (b) Stakeholder Mapping T&F
- (c) Speedwatch WG
- (d) Allotments WG
- (e) Dog and waste Bins WG
- (ii) To consider the formation and members of a Christmas Lights WG.
- 25/030 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 31st January 2025.
- (c) Members to note the content of the Responsible Financial Officer's finance report.
- (d) To consider the draft Asset Register previously circulated.

- 25/031 HYFC**
Members to consider plans and means to support the recruitment of new trustees and appointments of Chair, Treasurer & Secretary for the HYFC Trust.
- 25/032 COUNCIL POLICIES**
(a) To consider, approve and adopt the proposed **MEMORIAL BENCH** policy previously circulated.
(b) To consider, approve and adopt the proposed **COMMUNICATIONS and SOCIAL MEDIA** policy previously circulated.
- 25/033 MEMORIAL BENCH REQUEST**
To consider the request to install a bench overlooking the big football pitch.
- 25/034 MEMORIAL HALL GROUNDS**
To receive an update on behalf of the Memorial Hall Trustees
- 25/035 RANGER TASKS**
(a) Update to be provided on progress during January 2025.
(b) Council to **CONFIRM** a prioritised list of tasks for the Parish Ranger
- 25/036 PLANNING**
Members are asked to sanction and provide comments on the following planning applications:
(a) SCC/4116/2025 Monument Quarry, Ham Hill, Stoke sub Hamdon
Proposal: Section 73 Planning Application which seeks the variation of planning condition 2 to include the correct end date and the deletion of planning conditions 7 & 8 of Planning Permission ref: SCC/4058/2023
(b) 25/00125/TCA 21, North St, Stoke-sub-Hamdon, Somerset TA14 6QS
Proposal: Notification of intent to carry out tree surgery works to No. 2 trees within a Conservation Area – This is for notification purposes only.
- 25/037 HIGHWAYS MATTERS**
To raise any concerns or issues within the Parish that require action
- 25/038 CRIME, DISORDER AND COMMUNITY SAFETY**
To raise any concerns or issues within the Parish
- 25/039 CORRESPONDENCE**
Members are asked to consider any correspondence that requires a decision.
- 25/040 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING**
- 25/041 DATE OF NEXT MEETING**
Wednesday 5th March 2025, starting at 7:00pm
- 25/042 EXCLUSION OF PRESS AND PUBLIC**
Council will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (admission to meetings)

Act 1960 by reason of the confidential nature of the business to be transacted (grant funding request).

25/043

GRANT FUNDING REQUEST

To consider Hamdon Youth Group's funding request for financial year 2025/'26.