



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 8th OCTOBER 2025 at 7pm

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

Gilly Lowe

Parish Clerk

1st OCTOBER 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).

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

25/194

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

25/195

APOLOGIES FOR ABSENCE

25/196

DECLARATIONS OF INTEREST IN AGENDA ITEMS

25/197

APPROVAL OF MINUTES

Council are requested to **RESOLVE TO APPROVE** the minutes of the full council meeting, held on 3rd SEPTEMBER and the additional meetings held on 9th SEPTEMBER and 17th SEPTEMBER 2025.

25/198

SOMERSET COUNCIL REPORT

A report from Somerset Council representatives.

- 25/199 OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)**
- (a) Memorial Hall play area - boules court re-surfacing will take place one weekend towards the end of October/early November.
 - (b) Bollards at the Memorial Hall – to note the delivery of the flexi-bollards which will be installed once the bleed kit provided by the Police and Crime Commissioner is in place next to the defib.
 - (c) Emergency Plan – to update a previous draft and combine with Cllr Dullaghan's proposed draft document for approval.
 - (d) Overhanging trees in The Avenue – to note the clerk has reported these to Somerset Council (Abri confirmed that they were not responsible) together with a loose kerbstone that requires repair.
- 25/200 PARKING**
- To discuss recent correspondence concerning parking, the current Somerset Council Sunday charges consultation and responses to a survey in the newsletter.
- 25/201 PLANNING**
- Members are asked to provide comments on the following planning application:
 25/02204/HOU – Wellsprings, 72, West Street, Stoke-sub-Hamdon TA14 6QL
Proposal: Addition of dormer window in existing roof and single storey rear extension.
- To report any decision notices received not previously circulated.
- 25/202 WORKING GROUP UPDATES**
- Progress Reports from the following Working Groups:
- (a) Castle School 150th Anniversary WG
 - (b) Speedwatch WG
 - (c) Allotments WG
 - (d) Dog and Waste Bins WG
- 25/203 HYFC**
- (a) Members to consider quotes received to clear the gutters and paint the outside windows at HYFC.
 - (b) To update members on the latest plans and proposals for the future of HYFC.
 - (c) Members to consider the legal advice received from SALC.
- 25/204 CHRISTMAS LIGHTS**
- (a) To update council on plans for festive lights and trees in the village. Members to consider the following associated expenditure:
 - Trees x 15 @ £22.50ea (£337.50)
 - Tree brackets x 15 @ £12.00ea (£180)
 - Tree lights x 15 @ £14.00ea (£210)
 - 6 packs of 10 M8 bolts for 15 tree brackets @£6.50ea (£39.00)**Total: £766.50**
 - (b) To consider the installation of an electrical socket on the external wall of the Memorial Hall, with associated socket cover and cable protector ramps up to a total cost of £500 + VAT.

- 25/205 PARISH OFFICE**
 (a) To confirm receipt of the counter-signed small business agreement from the Duchy of Cornwall.
 (B) Members to consider the regular cleaning of the office facility by LA Cleaning at a cost of £16.50/hr.
- 25/206 GRANT APPLICATIONS**
 Members to consider the following grant applications:
 (A) The History Group - £500
 (B) The Memorial Hall Committee - £1000
- 25/207 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 30th September 2025.
 (c) Members to **NOTE** the content of the Responsible Financial Officer's finance report.
 (d) Members to **APPROVE** the cost of the following training sessions in October:
 Councillor Essentials (Part 1 and 2) – Cllr Berry, 9th and 15th October
 Councillor Essentials (Part 1) and Code of Conduct – Cllr Russell, 9th and 29th October
 Assertion 10 Training – Parish Clerk and RFO, 23rd October
 Planning Training – Cllr Dullaghan, 29th October
Total: £175
- 25/208 MEMORIAL HALL**
 To receive an update about the Memorial Hall's application to change to CIO status.
 To note the installation of a bleed kit by Avon & Somerset Police.
- 25/209 ANNUAL PLAYGROUND INSPECTION**
 To note the annual inspection report of both Memorial Hall and Stonehill play areas, and agree any necessary actions.
- 25/210 DEFIBRILLATOR AT CASTLE SCHOOL**
 Members to consider the request from Castle Primary School to accept ownership and responsibility of the defibrillator located there.
- 25/211 YOUTH PROVISION**
 To confirm submission of two grant funding applications and to note the scheduled programme of activities for the autumn provided by CYP.
- 25/212 RANGER TASKS**
 (a) Update to be provided on progress during September 2025.
 (b) Council to **CONFIRM** a prioritised list of tasks for the Parish Ranger
- 25/213 HIGHWAYS MATTERS**
 To raise any new highways concerns or issues within the Parish that require action.
- 25/214 CRIME, DISORDER AND COMMUNITY SAFETY**
 To raise any concerns or issues within the Parish

25/215

CORRESPONDENCE

Members are asked to consider any correspondence that requires a decision.

25/216

ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING

25/217

DATE OF NEXT MEETING

Wednesday 5th NOVEMBER 2025, starting at 7:00pm.

END OF AGENDA