



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 7th JANUARY 2026 at 7pm

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

Gilly Lowe

Parish Clerk

30th DECEMBER 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

25/262

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

25/263

APOLOGIES FOR ABSENCE

25/264

DECLARATIONS OF INTEREST IN AGENDA ITEMS

25/265

APPROVAL OF MINUTES

Council are requested to **RESOLVE TO APPROVE** the minutes of the full council meeting, held on 10th DECEMBER 2025.

25/266

SOMERSET COUNCIL REPORT

A report from Somerset Council representatives.

25/267

PUBLIC SESSION

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

25/268

PLANNING

- (a) Members are asked to provide comments on the following planning application:
- i. 25/03069/HOU – 25, East Stoke , Stoke-sub-Hamdon TA14 6RQ
Proposal: New flat roof rear dormer to existing loft conversion
 - ii. 25/02760/HOU – 18, Langlands, Stoke-sub-Hamdon, TA14 6QW
Proposal: Erection of single storey extension and creation of off street parking
*** This application was discussed at the previous meeting, but revised drawings of the access/turning have been submitted.*
 - iii. 25/03090/TCA – The Vicarage, 1, Castle Street, Stoke-sub-Hamdon TA14 6RE
Proposal: Notification of intent to fell No.1 Group, fell No.2 Trees and carry out tree surgery works to No.3 Trees within a Conservation Area.
This is for notification only.
- (b) To report any decision notices received not previously circulated.

25/269

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

- (a) Grievance Policy – deferred from previous meeting.
- (b) Emergency Plan – draft confirmed and recirculated for final approval.

25/270

BIN COLLECTION FOR THE CURRENT YEAR

Members to approve the quotation provided by Somerset Council for bin collection costs for the current financial year 2025/'26 of £5,272.80.

25/271

BIN COLLECTION COSTS FOR FINANCIAL YEAR 2026/'27

Members to confirm the locations and quantity of bins on Parish Council land which will incur collection costs, including allowing for the procurement of 4 new co-mingle bins as agreed at the 5th November '25 meeting at a cost of £2,560 + VAT.

25/272

DRAIN CLEARING

- (a) Members to approve 3 days of drain clearing in early February at a cost of up to £2,250 (£720 + VAT /day quoted).
- (b) Members to form a task and finish group to mark-up priority areas on a map and agree liaison with the contractors and disposal of spoil on site.

25/273

WORKING GROUP UPDATES

Progress Reports from the following Working Groups:

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

25/274

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 December 2025.
- (c) Members to **NOTE** the content of the Responsible Financial Officer's finance report.

- (d) Members to **NOTE** an update on the precept demand process for 2026/'27.
(e) Members to consider the total cost of £65.40 + VAT for the annual service of the office fire extinguishers at a price of £45 + VAT **PLUS** £6.80 per extinguisher. This is scheduled to take place on 14th January.

25/275 GRANT APPLICATION

Members to consider a grant application from the Friends of Castle School for an amount of £1,260 to purchase exhibition boards.

25/276 HYFC

Members to receive an update from the HYFC Working Group.

25/277 YOUTH PROVISION

- (a) Members to approve the cost of Youth Club sessions to the end of the current financial year of £1,010.
(b) Members to receive an update on recent sessions and to consider recommendations from the Working Group for Youth Provision in 2026/'27.

25/278 RANGER TASKS

- (a) Update to be provided on progress during December 2025.
(b) Council to **CONFIRM** a prioritised list of tasks for the Parish Ranger

25/279 HIGHWAYS MATTERS

To raise any new highways concerns or issues within the Parish that require action.

25/280 CRIME, DISORDER AND COMMUNITY SAFETY

To raise any concerns or issues within the Parish

25/281 CORRESPONDENCE

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

25/282 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING

25/283 DATE OF NEXT MEETING

Wednesday 4th FEBRUARY 2026, starting at 7:00pm.

END OF AGENDA