



The Council Office, North Street Workshops, Stoke sub Hamdon, TA14 6QR

**MINUTES OF THE MEETING OF STOKE SUB HAMDON PARISH COUNCIL HELD ON
WEDNESDAY 6th NOVEMBER 2024 AT THE COUNCIL OFFICE, NORTH STREET
WORKSHOPS, STOKE SUB HAMDON, TA14 6QR**

Present

Cllr. P Gould (Chairperson)
Cllr. S Nelms (part time)
Cllr. R Lewis
Cllr. R Merrick
Cllr. M Foley
Cllr. T Fryer
Cllr. M Dullaghan
Cllr. A Salter
Cllr. D Burton
County Councillor Bailey
Three members of public
Mr T Heath (Clerk for the meeting)

24/254

RECORDING OF THE MEETING

A member of the public notified the Chairperson that a recording of the meeting will be made.

24/255

APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor Pearlstone.

24/256

DECLARATIONS OF INTEREST IN AGENDA ITEMS

Cllrs. Burton and Merrick declared an interest in agenda items associated with Stoke sub Hamdon Sports and Recreation Trust.

24/257

APPROVAL OF MINUTES

It was **RESOLVED to APPROVE** the minutes of the meeting held on the 2nd October 2024.

24/258

PUBLIC SESSION

A member of the public (MoP) asked Council for an update regarding allotment tenancy agreements and expressed concern that new tenants have not signed any agreement. The Chairperson stated the release of revised tenancy agreements will be made shortly.

The same MoP discussed the contents of a letter which he had hand delivered to Council members. The suggestion to offer Castle School a 'plot' within North Street allotments was welcomed by members who agreed to formally discuss this matter at the next Council meeting. Ahead of Decembers meeting, Cllr. Burton offered to discuss this further with Castle School.

A MoP, representing Hamdon Youth Group (HYG) asked Council if a meeting could be arranged to close out outstanding issues. The Chairperson agreed to this request.

The MoP asked for progress on responses to questions raised at a meeting between HYG and the Council on 2nd October 2024. The Chairperson agreed to respond.

The HYG representative was made aware of a grant application form and its location.

A MoP asked Council for a breakdown of capital and operating costs for the Council Office. Mr Heath responded that figures are being prepared for presentation to Council.

Representatives from the Triangle Trust were present and asked Council for support in advertising forthcoming events in Stoke sub Hamdon and Montacute whereby they hope to attract new representatives onto their committee. It was agreed to advertise on Facebook.

A MoP raised concerns over non-electric vehicles parking in EV charging point spaces in Ham Hill Road car park.

24/259

SOMERSET COUNCIL REPORT

County Councillor Bailey provided an update on financial and employment matters at Somerset Council. He requested the Parish Council provide feedback where they experience services not being delivered by the County Council.

It was acknowledged that communications relating to asset and service devolution were not ideal and therefore would have impacts on the Parish Council setting its precept demand for financial year 2025/2026.

24/260

COUNCILLOR VACANCY

Council **NOTED** the resignation of past Councillor Hulett and the associated vacancy notice.

24/261

MATTERS ARISING FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)

Following a proposal from Cllr. Burton, seconded by Cllr. Lewis, Council unanimously **ADOPTED** a revised internal control policy. One change from the previously distributed copy (Draft issue C) was **AGREED**. This was for the Responsible Financial Officer to be the holder of Council's debit card.

24/262

FINANCE

(a) Members **APPROVED** a list of payments, circulated ahead of the meeting.

(b) Council **APPROVED** the bank reconciliation statement dated 31st October 2024

- 24/263** **SPORTS AND RECREATIONAL TRUST MAINTENANCE**
Council **CONFIRMED** that the payment of £4000.00 to the Sports and Recreational Trust for grounds maintenance support is to be made.
- 24/264** **KITE REMOVAL**
Council **AUTHORISED** expenditure up to £500.00 for removal of the kite attached to the Ham Hill monument. Cllr. Gould reported he is arranging for this task to be undertaken with the costs expected to be well below the £500.00 limit.
- 24/265** **REPAIR OF DRY STONE WALL**
Council **NOTED** the issue with the dry-stone wall at Whirligig Lane but **AGREED** no formal action is required.
- Cllr. Nelms left the meeting.
- 24/266** **RANGER TASKS**
An **AGREED** list of tasks is to be sent to the contractor for action. Clearing the weeds from the kerb sides and non-household (residential) walls along streets:
- North Street, bottom to top, and including the verges on the LHS as you come up North Street.
 - High Street.
 - Sea Wall (including the shrubs/hedges and grass inside Sea Wall.
 - Great Field Lane.
 - Langlands (including the overhanging bushes and tree branches).
 - East Stoke Road.
 - West Street.
 - All of the verge, kerb side and walls on the LHS as you walk/drive up Ham Hill Road up to the last house on the LHS of Ham Hill Road.
 - Cutting and disposing of the tree branches on the trees in the Memorial Hall Grounds.
- 24/267** **PLANNING**
No planning matters were discussed.
- 24/268** **HIGHWAYS MATTERS**
It was reported the Speed Indicator Device is in operation and providing interesting data.
Concerns relating to potholes in the village were raised. All Councillors are encouraged to report potholes via the on-line reporting tool.
Council **NOTED** the speed humps are breaking up along North Street. It was **AGREED** for Council to discuss this issue with County Councillor Bailey.
- 24/269** **CRIME, DISORDER AND COMMUNITY SAFETY**
Nothing reported or discussed.

24/270 **CORRESPONDANCE**
A resident reported concerns over Southwest Coaches mounting curbs in order to pass other vehicles. Council **AGREED** to write to Southwest Coaches on this matter. The resident to be advised that the Parish Council have no powers to deal directly with this type of issue.

24/271 **ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING**
Castle Street School – allocation of an allotment
Standing Orders
Financial Regulations
Bullying and harassment policy
Sports and Recreational Trust facilities and maintenance plan for 2025
Speed watch update
2025/2026 Budget and precept demand

24/272 **EXCLUSION OF PRESS AND PUBLIC**
A resolution was passed by all to exclude the press and public so confidential staffing matters can be discussed.

24/273 **RESIGNATION OF THE PARISH CLERK AND RESPONSIBLE FINANCIAL OFFICER**
A discussion took place following the resignation of the newly appointed Parish Clerk. As Terry Heath had applied for the role of Responsible Financial Officer during the recent recruitment process, it was agreed to appoint him to the substantive role and to revisit the applications from others who had been interviewed to see if there was a suitable candidate for the position of Clerk. If so, it was agreed to ask Terry Heath, as RFO, to work an additional three hours a week for a six-month period to assist any new Clerk settle into post, and also that he should be the Clerk's line manager going forward.
Should it not be possible to secure a replacement for the Clerk from the previous candidates, then a further discussion by the Staffing Committee would be required.
In the meantime, Terry Heath would be asked if he could help again as Interim Clerk for 10 hours a week on a temporary basis.

24/274 **DATE OF NEXT MEETING**
Wednesday 4th December 2024, starting at 7:00pm

Approved by.....

Date.....