



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

7pm WEDNESDAY 4th DECEMBER 2024

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

Terry Heath

Interim Clerk

28TH NOVEMBER 2024

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

- 24/275 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
- 24/276 APOLOGIES FOR ABSENCE**
- 24/277 DECLARATIONS OF INTEREST IN AGENDA ITEMS**
- 24/278 APPROVAL OF MINUTES**
Council are requested to **RESOLVE TO APPROVE** the minutes of the full council meeting, held on 6th November 2024

- 24/279 CO-OPTION OF A PARISH COUNCILLOR**
Council are asked to consider co-option of a Councillor to fill a vacant position. The applicant's details to be circulated to members ahead of the meeting for their consideration
- 24/280 PUBLIC SESSION**
- 24/281 SOMERSET COUNCIL REPORT**
- 24/282 MATTERS ARISING FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)**
(a) Update on delivery of plans associated with grit bins
(b) Update on delivery of plans associated with waste and dog bins
(c) Update on progress for enhanced play area inspections and reporting
(d) Update on progress and plans from the speed watch group
- 24/283 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 November 2024
- 24/284 BANK AND BUILDING SOCIETY MANDATES AND DEBIT CARD**
(a) Council to **CONFIRM** signatories on the Lloyds, Melton and Cambridge accounts are to remain as is
(b) Members to **RESOLVE** to **APPROVE** the transfer of Councils Lloyds debit card from Cllr. Merrick to the Responsible Financial Officer
- 24/285 COUNCIL SAVINGS ACCOUNT**
Council are requested to **AUTHORISE** the opening of a Council Saver account with the Cambridge Building Society, **APPOINT** signatories and **APPROVE** an initial transfer of £50,000 of funds from the Lloyds reserve account.
- 24/286 MELTON BUILDING SOCIETY ACCOUNT**
Council are requested to **AUTHORISE** closure of the Melton Building Society 90-day notice savings account
- 24/287 GRANT APPLICATION**
Council to **CONSIDER** a £2000.00 grant application from St. Marys Church for grounds maintenance of the churchyard
- 24/288 2025/2026 BUDGET**
Council are requested to **APPROVE** the 2025/2026 budget. Details to be presented at the meeting
- 24/289 2025/2026 PRECEPT**
Council are requested to **APPROVE** a 2025/2026 precept demand of £97,281, therefore no increase on the 2024/2025 precept

- 24/290 STANDING ORDERS**
Council are requested to **ADOPT** revised standing orders, provided to members as draft issue A
- 24/291 FINANCIAL REGULATIONS**
Council are requested to **ADOPT** revised financial regulations, provided to members as draft issue A
- 24/292 BULLYING AND HARRASSMENT POLICY**
Council are requested to **ADOPT** a bullying and harassment policy, provided to members as draft issue A
- 24/293 ALLOTMENTS**
- (a) Following formal requests to the proper officer from Cllrs. Salter, Merrick, Burton and Nelms, Council are requested to **CONSIDER** a special motion to reverse a resolution made at the Parish Council Meeting of 4 September 2024 - Minute 24/209 (b) refers
 - (b) Subject to agenda item 24/293 (a) Council are asked to **APPROVE** a revised allotment tenancy agreement as issued to members as draft issue A
 - (c) The allotment working group to provide an **UPDATE** on management arrangements, plot holders and waiting lists
 - (d) Council to **CONSIDER** offering Castle School an allotment plot at no charge
- 24/294 SPORTS AND RECREATIONAL TRUST FACILITY MAINTENANCE PLAN**
With reference to the Sports and Recreational Trusts agreement with the Parish Council (Clause 7), Council are asked to **APPROVE** the annual Facilities Management Plan for financial year January 1st, 2025, to December 31st, 2025
- 24/295 CASTLE SCHOOL**
Council to appoint members to a working group with the objective of exploring, in partnership with Castle School, ideas for celebrating their 150th anniversary
- 24/296 STAKEHOLDER MAP**
Members to **APPROVE** the formation of a stakeholder map 'task and finish' group and **AGREE** its objectives and timelines
- 24/297 RANGER TASKS**
- (a) Update to be provided on progress during November 2024.
 - (b) Council to **CONFIRM** a prioritised list of tasks for the Parish Ranger
- 24/298 PLANNING**
Planning matters requiring a Council decision to be considered
- 24/299 HIGHWAYS MATTERS**
To raise any concerns or issues within the Parish that require action
- 24/300 CRIME, DISORDER AND COMMUNITY SAFETY**
To raise any concerns or issues within the Parish
- 24/301 CORRESPONDANCE**
Members are asked to consider any correspondence that requires a decision

24/302 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING

24/303 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 **(confidential staffing matter)**

24/304 APPOINTMENT OF A PERMANENT CLERK

Members to **CONSIDER** a recommendation from members of the Staffing Committee to appoint a permanent Clerk along with a start date and remuneration

24/305 DATE OF NEXT MEETING

Wednesday 8th January 2024, starting at 7:00pm