



STOKE SUB HAMDON PARISH COUNCIL

MRS. SARAH MOORE, PARISH CLERK. 24 High Street, Stoke sub Hamdon, Somerset TA14 6PS
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MINUTES OF THE MONTHLY MEETING HELD ON WEDNESDAY 7TH SEPTEMBER 2022 AT THE HAMDON YOUTH & FAMILY CENTRE

<u>22/0109/a PRESENT:</u>	<u>ACTION</u>
<p>Members: Mrs. Lyn Foley (Chairman), Mr. Owen Setter (Vice Chairman), Mrs. Denise Burton, Mr. Paul Goulder, Mrs. Moira Hulett, Mrs. Rebecca Merrick, and Mrs. Suzanne Nelms,</p> <p>Others: Mrs. Sarah Moore (Clerk), Mr. Mike Hewitson (District Councillor), Ms. Emily Pearlstone (County Councillor) and 3 members of the public</p> <p><u>22/109/b APOLOGIES:</u> Mr. Hugh Donovan, Mr. Graham Middleton, and Mr. John Bailey (County Councillor)</p> <p>Cllr Donovan had made the decision to resign from the Parish Council and the Clerk read out his statement giving his reasons for resigning.</p>	
<p><u>22/110 DECLARATION OF INTERESTS</u> Cllr Foley declared an interest in the Community Shop Cllr Burton declared an interest in the Sports & Recreation Trust and the Charity Shop Cllr Goulder declared an interest in the Hamdon Youth Group Cllr Hulett declared an interest in the Community Shop Hamdon Youth Group and the Sports & Recreation Trust Cllr Merrick declared an interest in the Sports & Recreation Trust Cllr Nelms declared an interest in the Friends of Ham Hill</p>	
<p><u>22/111 CO-OPTION</u> Cllr Foley introduced the three candidates who wished to be co-opted onto the Council. These were Helen Essex, Richard Holder and Michael Philips. It was RESOLVED to co-opt all the candidates onto the Council. <i>(Cllrs Foley, Goulder & Setter left the meeting)</i> The Declaration of Acceptance was signed by all three candidates and the Clerk asked them to complete a Register of Interests form. <i>(Cllrs Foley, Goulder & Setter returned to the meeting)</i></p>	
<p><u>22/112 PUBLIC SESSION</u> No comments were made.</p>	
<p><u>22/113 MINUTES OF THE PREVIOUS MEETING</u> It was RESOLVED to remove the sentence starting 'However, Cllr Brooks' under <i>Minute ref: 22/095</i>. It was RESOLVED to approve and sign the Minutes of the July meeting, the</p>	

Confidential Minutes of the July meeting, and the Annual Parish Meeting minutes.	
22/114 MATTERS ARISING FROM MINUTES	
<p>The Clerk reviewed the items on the Action List:</p> <ul style="list-style-type: none"> • Freedom of Information request to the police for the number of accidents in the village: No update has been received on whether the Chair of the Transport Strategy Group has requested this information. • Hamdon Youth and Family Centre: There was still some rubbish to be cleared from the site. • Boules Court Surface: Get a quote to renew the surface • Boules Court Sign: The lengthsman has inspected the post and it does not need replacing. The Clerk said she would staple some chicken wire around the base of the post to protect it. • Draft Village Emergency Plan: Councillors to check draft document and suggest any additions. 	<p>Cllr Goulder Cllr Burton</p> <p>Clerk Whole Council</p>
22/115 DISTRICT & COUNTY COUNCILLORS	
22/115/a Mike Hewitson – District Councillor	
<p>Cllr Hewitson said he would be the District Councillor until April 2023. There was not much to report as the authority is in transition. Many planning applications were held up due to the ongoing court case on Phosphates. SSDC are waiting for Central Government to come up with a solution to the problem.</p> <p>The Clerk mentioned residents' concerns about the height of a wall that has been built at the entrance to a property in East Stoke which is causing difficulties to neighbours' visibility splays. Cllr Hewitson said this may be down to neighbour disputes if it is only within their property boundary. It was agreed to investigate where the boundary ends.</p> <p><i>(Cllr Hewitson left the meeting).</i></p>	<p>Cllr Setter</p>
22/115/b John Bailey – County Councillor	
<p>Cllr Bailey's report had been circulated to councillors.</p> <p>Cllr Pearlstone said the Government is cutting the bus support grant. Bus usage has gone down by 70% from pre-Covid levels and bus companies are reducing the number of routes.</p> <p>Cllr Pearlstone said there was a consultation on LCNs on the New Somerset website for Councillors to respond to and additional information on the pilot scheme and a FAQ page. Cllr Pearlstone explained the 3 choices of LCNs, and she believed that Stoke was in all three. The consultation is open until 17th October.</p> <p>The Council Tax consultation is also on the new website.</p> <p><i>(Cllr Pearlstone left the meeting)</i></p>	
22/116 5-YEAR PLAN	
<p>Cllr Foley said the information has been collated from the Parish meeting and now Councillors need to head up project areas for the different topics. It was agreed to appoint officers to the following Working Groups and then ask residents if they would like to help with the groups:</p> <ul style="list-style-type: none"> • Care in the Community: Cllrs Foley, Nelms and Essex Cllr Burton said Stoke Working Men's Club are willing to provide space for the elderly in the community. • Media: Cllr Hulett and the Clerk 	

<ul style="list-style-type: none"> Schools: Cllrs Goulder and Hodder The Environment: Cllrs Foley and Phillips Allotments: Cllrs Foley, Nelms and Clerk Community Volunteering: Cllrs Foley, Goulder and Hulett Transport Strategy Group: Cllrs Goulder and Phillips The existing TSG, who have indicated that they will be stepping down, will be submitting a report in October and it was agreed that Cllrs Goulder and Phillips would liaise with the existing group Leisure: Cllr Hulett 	Cllrs Goulder & Phillips
<p><u>22/117 SPORTS & LEISURE</u></p> <p><u>22/117/a Hamdon Youth Centre</u> The Clerk reported that the Completion report had been submitted to SSDC in order to claim the awarded Community Grant of £17,245 towards the refurbishment of the Centre. Cllr Goulder had circulated a report about the Centre, but the Clerk said as he was not a Trustee, he did not have the correct information and no meeting had been held since the AGM. The Clerk will submit an up-to-date report at the next Parish Council meeting.</p>	
<p><u>22/117/b Hamdon Youth Group</u> Cllr Goulder's report had been circulated councillors. Cllr Goulder reported that the Youth Group had been quiet during the summer holidays. The Group now has 8 new volunteers. The AGM will be held in September. Cllr Goulder's report expressed concerns about the HYG's finances.</p>	Clerk
<p><u>22/117/c Memorial Hall & Grounds</u> Cllr Merrick had agreed to be the Parish Council representative in the village but did not know when the meetings were being held. The Clerk agreed to contact the Memorial Hall Committee.</p>	Clerk
<p><u>22/117/d Play Areas</u> <u>Inspection Reports</u> The annual Inspection reports from The Play Inspection Company had been circulated to councillors</p> <ol style="list-style-type: none"> Memorial Hall: Cllr Burton's report had been circulated to councillors. Cllr Foley said an action plan needs to be sorted out on any work that needs to be carried out. Stonehill: Cllr Nelms said there are no issues with the play area. Cllr Nelms said had not yet been able to carry out the minor repair to the safety surfacing for the swings and may have to close the play area. 	Cllr Burton Cllr Nelms
<p><u>22/117/e Sports & Recreation Trust</u> The Inspection report for August had been circulated to councillors The Facilities Maintenance Plan FY 2022, June 2022 had been circulated to councillors.</p>	
<p><u>22/117/f Any Other Issues</u> None declared</p>	
<p><u>22/118 VILLAGE ENVIRONMENT</u></p> <p><u>22/118/a Allotments:</u> The Clerk reported that there will be a vacancy on the North Street site, and this will go to the next person on the waiting list. Cllr Foley said a letter had been sent out to Stonehill allotment holder regarding bonfires. This had caused consternation amongst other allotment holders, and some are complaining about the right of access over the trackway. It was agreed</p>	

to arrange a meeting with the Land Agent at the Duchy of Cornwall. The area of land at the rear of Stonehill allotments/Windsor Lane is overgrown with brambles and Elder trees. The Clerk said she is getting a quote for the area to be cleared.	Clerk Clerk
<u>22/118/b</u> <u>Crime & Anti-Social Behaviour:</u> Nothing to report.	
<u>22/118/c</u> <u>Footpaths:</u> Nothing to report.	
<u>22/118/d</u> <u>Ground Maintenance:</u> The Clerk reported that the groundsman has now cut the verge back in Ham Hill Road. The groundsman's contract ends on 31 st January 2023 and an advert has been placed inviting contractors to tender. The current contract was circulated to councillors, and it was agreed to set up a working group to review the existing contract. The lengthsman has weed sprayed Ham Hill Road and cut back overhanging vegetation. He has also cut back overhanging vegetation at the top of the High Street at Sea Wall and around the bench near St Mary's Church, East Stoke. The lengthsman has managed to open the noticeboard outside the Co-Op but will need to get new locks. The locks along with other materials to carry out the refurbishment of this noticeboard will be £38.76. The Clerk said she had also asked the lengthsman to clean the picnic tables, benches and play equipment in the Memorial Hall grounds.	
<u>22/118/e</u> <u>Highways & Transport:</u> i. <u>SID Report</u> The SID reports had been circulated to councillors. These were for Stanchester Inbound showing a maximum speed of 78mph, Stanchester Outbound showing a maximum speed of 47mph and West Street Outbound showing a maximum speed of 78mph. Cllr Phillips said that he was Chapter 8 trained and could help out with the SID. The Clerk asked for a copy of his card to keep with parish records. The Clerk suggested that one other councillor is Chapter 8 trained. ii. <u>Transport Strategy Group</u> Cllr Foley said that she has been informed by the Chair of the Transport Strategy Group that the report would not be available until the October Parish Council meeting. As there were a number of comments regarding traffic and highway issues at the Parish Meeting a questionnaire has been sent out with September's newsletter asking all residents to list what issues they may have.	Cllr Phillips
<u>22/118/f</u> <u>Street Lighting:</u> Streetlight numbered 5 in Hamdon Close is permanently on and streetlights numbered 22 and 23 in West Street do not work properly. These are to be reported to Somerset County Council.	Clerk
<u>22/118/g</u> <u>Defibrillators:</u> Cllr Foley said there were both defibrillators are in good working order and the reports have been sent off.	
<u>22/118/h</u> <u>Community Shop:</u> It was agreed that this could be removed from the agenda	
<u>22/118/i</u> <u>Any Other Issues:</u> The Clerk asked councillors to check the level of the grit bins around the village and report back so she could inform Highways before 30 th September. Cllr Nelms mentioned that 20mph signs had been installed by Stanchester. The	Whole Council

Clerk said prior notification had not been issued by Somerset County Council to say these were being installed but it is now law to have a 20mph speed limit outside of schools.		
22/119 FINANCE		
22/119/a Matters for Report		
i. <u>Monthly Bank Reconciliation</u>		
The Clerk gave the monthly bank reconciliation report as of 31 st July 2022		
	£	
Current Account	26,369.61	
Lloyds Reserve	43,833.92	
Melton Building Society	33,428.98	
Cambridge & Counties	<u>23,026.17</u>	
Sub Total	126,658.68	
Outstanding Payments	0.00	
Total as Cash Book	<u>126,658.68</u>	
The Clerk gave the monthly bank reconciliation report as of 31 st August 2022		
	£	
Current Account	25,813.62	
Lloyds Reserve	43,835.37	
Melton Building Society	33,428.98	
Cambridge & Counties	<u>23,026.17</u>	
Sub Total	126,104.14	
Outstanding Payments	0.00	
Total as Cash Book	<u>126,104.14</u>	
Less Ring-Fenced Amounts		
	£	
Pavilion Reserve Account	29,930.67	
Asset Management Reserve Account	22,677.65	
Allotment Deposits	1,038.67	
Bequest – Plants	150.00	
Hamdon Youth Centre	<u>-25,752.53</u>	
Total	<u>28,044.46</u>	
Budget Working Capital	98,059.68	
ii. <u>Cambridge & Counties Bank Annual Interest</u>		
The Clerk reported annual interest had been received of £295.50.		
iii. <u>Finance Group Budget Meeting</u>		
It was agreed for the Finance Group to arrange a budget meeting in October for presentation at the November meeting.		Finance Group
22/119/b Matters for Resolution		
i. <u>Invoices Payable</u>		
Sarah Moore	Expenses for July & August	£ 125.95 BACS
Stable Print	August & September Newsletters	£ 410.00 BACS

Scott Little	Waste Disposal – Stonehill Allotments	£ 36.72	BACS
Evis Ground Maintenance	Ground Maintenance for July & August	£ 1,333.32	BACS
Stoke Community Shop	Refreshments for the Parish Meeting	£ 72.76	BACS
The Play Inspection	Annual Play Inspection	£ 144.00	BACS
Company Ltd Duchy of Cornwall	½ Yearly Rent for Allotment & Recreation Land	£ 876.00	BACS
SSDC	Lengthsman Scheme – May, June & July	£ 1,152.48	BACS
Somerset Association of Local Councils	Councillor Training Total	£ 95.00 <u>£ 4,246.23</u>	BACS
<p>The Clerk said she had received a further invoice and asked if they could be paid with this month's payments.</p>			
SSDC	Lengthsman Scheme – August Total	£ 384.14 <u>£ 384.14</u>	BACS
<p>It was RESOLVED to approve the payments</p>			
ii.	<p><u>Other</u> None declared.</p>		
<p><u>22/120 PLANNING</u></p>			
<p><u>22/120/a</u> Planning Information: None declared.</p>			
<p><u>22/120/b</u> Parish Planning Working Party Feedback on Applications: 22/02420/DOC1 – discharge of Condition 3 (Materials) for Planning Permission 20/01622/FUL – Land rear of Suntreat, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – status unknown. PC not required to comment 22/02355/TPO – application to carry out tree surgery works to no. 1 tree as shown by SSDC (STHA 1) 1998 TPO – 20 Brocks Mount, Stoke sub Hamdon TA14 6PJ – awaiting decision 22/02355/TPO – application to carry out tree surgery works to no. 1 tree as shown by SSDC (STHA 1) 1998 TPO – 24 Brocks Mount, Stoke sub Hamdon TA14 6PJ – awaiting decision 22/02335/FUL – forecourt canopy raise from 4.5m to 5.1m between ground and underside of the canopy – Cartgate Garage, Cartgate Roundabout to Percombe Hill Westbound, Stoke sub Hamdon – this application has just been received and is with the Planning Working Group.</p>			
<p><u>22/120/c</u> Planning Decisions and Reports:</p>			
<p>i. <u>Reports</u> 22/01614/S73A – S73A application to vary Condition 02 (approved plans) for minor design amendments comprising a porch, amended fenestration and extension to hall of planning application ref. 18/00425/FUL (alterations</p>			

<p>and conversion of barn into a church (Use Class D1 and associated access and parking) – Buildings at St Michaels Nursery, Mason Lane, Montacute – this application is the Planning Working Group 22/01326/COU – change of use of existing two storey barn from 2 holiday units to a beauty salon on the ground floor and an unrestricted flat on the first floor (retrospective) – West End Farm, West Street, Stoke sub Hamdon – awaiting decision 20/00991/OUT – outline application with all matters reserved save for access for the residential development of land for up to 17 no. dwellings (amended) - Land at Masons Lane, Montacute. – awaiting decision. No update since last month 20/01831/FUL – the erection of a detached chalet style dwelling and associated access and parking - Land rear of Princes Close Car Park, Stoke Sub Hamdon – awaiting decision – no further update</p> <p>ii. <u>Decisions</u> 22/01308/HOU & 22/01309/LBC – removal of existing conservatory and erection of a garden room to side of dwelling – The Well House, 17 Windsor Lane, Stoke sub Hamdon TA14 6UE – approved 22/01767/TCA – notification of intent to fell no. 1 tree and to carry out tree surgery work on no.2 tree within a conservation area – The Granary, East Stoke, Stoke sub Hamdon TA14 6LF – decided</p>	
<p><u>22/121 GOVERNANCE</u> Cllr Hulett asked if councillors’ email accounts could be set up through the website. The Clerk said she had been looking at the cost of this which could prove quite expensive, councillors could set up their own email accounts free of charge. It was agreed that Cllr Phillips would set up all the councillors’ email accounts through Gmail. The Clerk said the newly appointed councillors needed to have their training. Cllr Setter said he still needed to do his. The Clerk explained about the training, and it was agreed to sort out the dates with councillors.</p>	<p>Cllr Phillips Clerk</p>
<p><u>22/122 CORRESPONDENCE</u> None received.</p>	
<p><u>22/123 MEMBERS’ & CLERK’S REPORTS</u> No reports given.</p>	
<p><u>22/124 ITEMS FOR FUTURE AGENDAS</u> 5-Year Plan</p>	
<p><u>22/125 DATE OF NEXT PARISH COUNCIL MEETING</u> There being no further business the Meeting closed at 9.09pm. It was agreed to hold the next meeting on Wednesday 5th October 2022 at 7pm. Cllrs Burton and Setter gave their apologies for the October meeting.</p>	