

# STOKE -SUB- HAMDON PARISH COUNCIL

Clerk. Mr Neil Bloomfield, Tel: **07545 951 917**  
email clerk@stoke-sub-hamdon-pc.gov.uk

## Minutes of the Full Council Meeting Wednesday 5<sup>th</sup> July 2023 at The Hamdon Youth and Family Centre

**Present.** Cllr Foley (Chair), Cllr Burton, Cllr Middleton, Cllr Merrick, Cllr Huelett, Cllr Middleton, Cllr Nelms, Cllr Michael Foley (after 23/124), Mr N Bloomfield (Clerk)

**23/119 Announced Meeting Being Recorded**

**23/120 Apologies for Absence**

Received and accepted by council from Cllr Phillips & Cllr Holder

**23/121 Declarations of Interest**

Members interests as published on Council website and available by request to clerk. No additional declarations made.

**23/122 Public Questions**

9 members of the public and 2 Ward members present.

Cllr Bailey read from an email previously sent to Cllr Foley regarding the Hamdon Youth Group (HYG). The email was accepted as a FOI request (23/01/JB)

Mrs B Brooks submitted a question regards appendix A (financial matters) and the public agenda. Submitted as FOI (23/02/BB)

**23/123 Approve The Minutes of Previous Meeting**

**Resolved** to accept Minutes of extraordinary full council meeting on 28<sup>th</sup> June 2023.

**Prop. Cllr Hulett**

**Sec. Cllr Nelmes**

**AGREED** Unanimously

**23/124 Casual Vacancies**

3 casual vacancies to be filled by cooption were to be considered. Two verbal expressions of interest and one written were received. These individuals were not present. Mr Michael Foley was proposed from the floor.

Resolved to co-opt Mr Michael Foley and defer the remaining two vacancies to the next full council meeting.

**Prop Cllr Hulett**  
**Sec. Cllr Nelms**

**AGREED Unanimously**

**23/125 Declaration of Acceptance Of Office**

Mr Michael Foley signed the Declaration of Acceptance of Office Form. Cllr Foley was welcomed by Council and took his seat.

**23/126 Planning. SCC/4058/2023 Ham Hill Quarry**

Council welcomed Mr Zac England from Ham & and Doultling Stone Ltd. Mr England gave a short verbal presentation on his companies plans to extend quarrying in several phases. He took questions from Cllrs and the public expressing concerns over traffic volumes and landscape impact. Assurances were given that any major road movements would be notified in advance with as little disruption as possible. He said landscape did not need to change significantly as the 'seems' were often only 12 inches thick. South Somerset District Council had asked for some of the hill slopes to be reduced to aid grass cutting.

Mr England was thanked for his attendance and members accepted his offer to attend a planned site visit.

**Note:** The ref number of the minutes that follow are 2 digits ahead of the published agenda due to an indexing error (agenda number in brackets)

**23/127 Parish Council Website (125)**

It was **resolved** to retain the existing stokesubhamdoncouncil.com website which had now had changes to make the Council information distinctly separate from the Village side. Cllr Hulett would continue to update the site and the clerk as data controller would provide the necessary council information and oversight for compliance. The councils .gov.uk domain be redirected to the council section of site.

**Proposed Cllr Merrick**

**Seconded Cllr Middleton**

**AGREED Unanimous**

**23/128 Safeguarding Policy (126)**

Several members reported difficulty opening the document.

**Resolved** to defer to next full council.

**Proposed Cllr Merrick**

**Seconded Cllr Middleton**

**AGREED Unanimously**

**23/129 Internal Audit (127)**

Council noted the Internal Audit Report and the recommendations.

**Resolved** Finance Committee be tasked to consider required actions and present report to September Full Council.

**Proposed Cllr Merrick**

**Second Cllr Middleton**

**AGREED** Unanimously

**23/130 Finance (Appendix A)128**

For reporting:

**Account Balances and Schedule of payments.**

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BUSINESS ACCOUNT 01 June 2023 to 30 June 2023 See attached PDF

Money In	£ 40.80	Balance on 01 June 2023	£83,079.26
Money Out	£2,090.92	Balance on 30 June 2023	£81,029.14

Money Out	Money In
<b>Total Out</b> £2,090.92.	<b>Total In</b> £40.80

**Account Balances as at 30th June 2023:**

Lloyds Business Acc xxxxx860	£ 81,029.14
Lloyds BB Inst Acc xxxxx260	£ 43,968.35
Melton Building Soc	£ 33,428.98
Cambridge & Counties	£ 23,026.17

**For Resolution.:**

**Invoices Payable:**

Ionos ref 66560003 Website	June Invoice	£14.40
Evis Ground Maintenance.	April invoice.	£666.66
Evis Ground Maintenance.	May invoice.	£666.66
Evis Ground Maintenance.	June Invoice.	£750.00
Sports and Rec Trust	Annual Grant.	£4,000.00
All Saints Hall	Hire of Hall June ½ hrs total.	£ 5.00
Cllr Nelms	Reimburse Expense Hazard Tape.	£ 9.99
Cloudy IT	Monthly M/Soft 365 Licence fee	£ 54.48
	<b>Total</b>	<b>£ 4,833.87</b>

**Approved Payment Pending: ( May minutes)**

Evis Grounds maint.	April/May Ground Maintenance	£1,333.32
PCC St Mary.	Hire All Saints Hall Ex Meeting/Finance	£15.00
	<b>Total</b>	<b>£1,348.32</b>

For Resolution :Minute Ref 23/132

Payment to Clerk June Salary £ xxx.xx

**RESOLVED** to note account balances and authorise the payment schedule as list in appendix A

**Proposed Cllr Merrick**

**Second Cllr Middleton**

**AGREED Unanimously**

**23/131 Date of next meeting noted as 8<sup>th</sup> September 2023**

**23/132 RESOLVED** to exclude the press and public due to the confidential nature of the business to be transacted (130)

**AGREED Unanimously**

**23/133 Hamdon Youth & Family Centre**

It was **RESOLVED** that Cllr Nelmes would attend Trust meetings as a representative of the Parish Council and not a trustee,

**AGREED Unanimously**

**23/134 Staffing Matter**

It was agreed to defer the clerk's contract to the next full council.

**AGREED Unanimously**

**23/135 Council Accommodation**

A report was presented by Cllr (L) Foley regarding a parish council office in the village. The two year deal provides a physical location for council with sufficient space to hold meetings. The cost to council for the first two years would be utilities only with no rental and 100% small business rate relief.

**RESOLVED** For a period of two years council would take on the accommodation and would review the situation in the last quarter of the two-year agreement.

**Proposed Cllr Merrick**

**Second Cllr Nelmes**

**AGREED Unanimously**

**23/136 Appoint contractor to paint windows at HYFC**

Both estimates included the addition of wooden cells. The Clerk said this would require listed building consent and should not proceed without clarification from planners.

**RESOLVED** to seek amended quotes and remove the cill element. As both estimates similar in cost Clerk authorised to select contractor based on availability to ensure works completed in better weather

**Proposed Cllr Merrick**

**Second Cllr Nelmes**

**AGREED Unanimously**

**Meeting closed 8.45pm**