



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 9th SEPTEMBER 2026 at 7pm

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

Gilly Lowe

Parish Clerk

3rd September 2026

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

26/110

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

26/111

APOLOGIES FOR ABSENCE

26/112

DECLARATIONS OF INTEREST IN AGENDA ITEMS

26/113

APPROVAL OF MINUTES

Council are requested to **RESOLVE TO APPROVE** the minutes of the ordinary council meeting held on 5th August 2026

26/114

SOMERSET COUNCIL REPORT

A report from Somerset Council representatives, to include the status of actions from previous meetings

- 26/115 PUBLIC SESSION**
 (a) Members of the public are invited to raise matters associated with this agenda for Council's consideration
 (b) Members to be appraised of matters raised at the most recent Parish Council surgery
- 26/116 PLANNING**
 (a) Members are asked to note the details of the following planning applications:
26/01863/TCA - East Stoke Cottage Windsor Lane Stoke Sub Hamdon Somerset TA14 6UE
 Notification of intent to carry out tree surgery works to No. 11 trees within a Conservation Area.
26/02061/P3MA - 9 High Street, Stoke Sub Hamdon, Somerset, TA14 6PP
 Prior Approval for change of use from commercial, business and service use (Class E) to 1 No. dwellinghouse(s) (Class C3)
 This is for notification only
 (b) Members to note any new decision notices issued and circulated since the last meeting
- 26/117 OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS (NOT COVERED BY AGENDA ITEMS)**
 (a) An update on arrangements for the spring cleaning of village street signs and bus-stop.
 (b) An update on arrangements for the planned war memorial restoration
- 26/118 WORKING GROUP UPDATES**
 Progress Reports from the following Working Groups:
 (a) **Speedwatch WG**
 (b) **Allotments WG**
 Members to **APPROVE** the release to CKP CIC of a draft allotment and community use agreement, previously circulated to Members
 (c) **Christmas Lights WG**
- 26/119 USE OF PARISH OFFICE**
 To confirm the renewal of the licence from the Duchy of Cornwall to allow continued use by the Benefice of the Parish Office. Members to approve payment of the associated licence fee of £1250 + VAT, which will be passed on to the Benefice
- 26/120 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 August 2026
 (c) Members to **NOTE** the content of the Responsible Financial Officer's finance report
- 26/121 ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW**
 Members to **NOTE** the conclusion of the 2025/2026 Annual Governance and Accountability Review with no matters arising from the process and the placement of the conclusion notice on the website dated 18th August 2026
- 26/122 HYFC**
 (a) Members to consider the proposed works identified in the circulated HYFC quinquennial report and **APPROVE** an associated forward action plan
 (b) Members to **NOTE** progress associated with the lease renewal agreement between the Parish Council and HYFC/T.

- 26/123 RANGER TASKS**
(a) Update to be provided on progress during August 2026
(b) Council to **CONFIRM** a prioritised list of tasks for the Parish Ranger for September 2026
- 26/124 COUNCILLOR VACANCY**
Council to **NOTE** that following the resignation of Cllr. Berry, Somerset Council have confirmed no election was called for and therefore the Clerk will commence the process to enable co-option of a Parish Councillor
- 26/125 HIGHWAYS MATTERS**
To **RAISE** any new highways concerns or issues within the Parish that require action
- 26/126 CRIME, DISORDER AND COMMUNITY SAFETY**
To **RAISE** any concerns or issues within the Parish
- 26/127 CORRESPONDENCE**
Members to **CONSIDER** any correspondence that requires a decision
- 26/128 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING**
- 26/129 DATE OF NEXT MEETING**
The next Parish Council Meeting will take place on **Wednesday 7th October** starting at 7pm in the Parish Office.

END OF AGENDA