



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

**MINUTES OF THE MEETING OF STOKE SUB HAMDON PARISH COUNCIL HELD ON  
WEDNESDAY 3rd JULY 2024 AT THE COUNCIL OFFICE, NORTH STREET WORKSHOPS,  
STOKE SUB HAMDON, TA14 6QR**

**Present**

Cllr. P Gould (Chairperson)  
Cllr. S Nelms  
Cllr. R Lewis  
Cllr. R Merrick  
Cllr. M Dullaghan  
Cllr. M Hulett  
Cllr. M Foley  
Cllr. T Fryer  
County Councillor Pearlstone  
2 members of public  
Mr T Heath (Interim Clerk)

County Cllr. Pearlstone gave a verbal report, limited due to the pending general election. It was **AGREED** that Council should write to Cllr. Pearlstone if they identify an issue associated with a planning notification for tree works. It was recommended that Council consider appointing a tree warden for the parish.

**24/146 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. Middleton and County Councillor Bailey.

**24/147 DECLARATIONS OF INTEREST IN AGENDA ITEMS**

Cllr. Burton declared an interest in agenda item, 24/160, use of Parish Council office.

**24/148 APPROVAL OF MINUTES**

It was **RESOLVED to APPROVE** the minutes of the meeting held on 24<sup>th</sup> June 2024, which were duly signed by the Chair.

**24/149 PUBLIC SESSION**

Nothing raised.

- 24/150 CRIME, DISORDER AND COMMUNITY SAFETY**
- (a) Council **NOTED** correspondence from a resident who wished to see a one-way system applied along Castle Street. Members **AGREED** to assess the feasibility and associated costs as part of the 2025/2026 budget review.
  - (b) Members **NOTED** ongoing concerns with un-taxed vehicles.
  - (c) Concerns were raised with the number of traffic accidents at the junction of North Street and West/High Street. Council requested the Clerk invite the PCSO to the next meeting to discuss options.
  - (d) Council **NOTED** concerns with abandoned vehicles at various locations in the village.
- 24/151 HIGHWAYS MATTERS**
- It was **AGREED** to set up a Task and Finish group, led by Cllr. Dullaghan to investigate the feasibility of setting up a SpeedWatch group and report back to Council by the October 2024 meeting.
- At this stage of the meeting a resolution to suspend standing order 9b was proposed by Cllr. Hulett, seconded by Cllr. Nelms accepted by all present, to allow additional agenda items to be added and discussed.
- 24/152 CORRESPONDANCE**
- Council **NOTED** receipt of a letter concerning the published HYFC audit report. Following discussion a proposal by Cllr. Merrick, seconded by Cllr. Burton was made to remove the audit report from the Parish Council website pending further investigation into the matter. All members with the exception of Cllr. Foley **AGREED** to the reports removal.
- 24/153 PLANNING**
- No planning applications were presented. However, County Cllr. Pearlstone brought to the attention of Council an amendment to planning application reference 24/00935/S73.
- 24/154 FINANCE**
- (a) No bank reconciliation statement as of 31st May 2024 was presented to Council for approval.
  - (b) No payments for approval or receipts for noting were presented to Council.
  - (c) Members unanimously **APPROVED** to amend the Lloyds bank current account mandate. Changes agreed are to remove the previous Clerk and a previous Councillor and add Cllrs. Fryer, Merrick, Lewis, and the Interim Clerk to the mandate. Cllr. Merrick and the Interim Clerk to be assigned full administration rights on the account. Authority was given by Council for Cllr. Merrick to request a cheque book and debit card.
- 24/155 DEFIBRILLATOR WORKING PARTY**
- Cllr. Burton **AGREED** to produce a short summary on defibrillators under the management of the Parish Council and associated management arrangements. Council therefore **AGREED** not to set up a Defibrillator

Working Party. Council thanked those involved in supporting the maintenance of the defibrillators in the village.

**24/156 HR COMMITTEE**

It was **AGREED** by all present to disband the HR Committee with immediate effect.

**24/157 STAFFING COMMITTEE**

Following a proposal by Cllr. Merrick, seconded by Cllr. Lewis all members unanimously **AGREED** to the setting up of a Staffing Committee with Cllrs. Gould, Burton, Nelms, Foley and Fryer appointed to the committee. Terms of reference to be drafted and presented back to Council for approval.

**24/158 ALLOTMENT WORKING PARTY**

It was proposed by Cllr Burton, seconded by Cllr. Lewis, **AGREED** by all, to put in place a short-term working party to confirm allotment owners, tenancy agreements and future communication arrangements. The working party to report back to Council by October 2024. Members appointed to the working party were Cllrs. Hulett, Foley and Nelms.

**24/159 DOG WASTE BINS WORKING PARTY**

Following a proposal from Cllr Hulett, seconded by Cllr. Burton, Council unanimously **AGREED** to set up a short-term working party to review the current position with dog waste bins in the village and make recommendations back to Council by October 2024 on future requirements, management arrangement and associated costs.

**24/160 USE OF COUNCIL OFFICE**

All Members **AGREED** to the proposal to offer the charity shop use of selected rooms within the Parish Council office for three months to enable storage of merchandise. The arrangement is subject to the Interim Clerk confirming acceptability with Councils insurance provider.

**24/161 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING**

Situation with grit bins  
Methodist Hall survey  
Pathways  
War Memorial survey

**24/162 DATE OF NEXT MEETING**

The next Council meeting is scheduled for Wednesday 7<sup>th</sup> August 2024 commencing at 7:00pm.

**24/163 EXCLUSION OF PRESS AND PUBLIC**

Council unanimously **ACCEPTED** a resolution to exclude press and public from the meeting as a confidential staffing matter is to be discussed.

**24/164**

**APPOINTMENT OF INTERIM CLERK**

Council unanimously **AGREED** to appoint Mr. Terry Heath as the interim clerk and Responsible Financial Officer until 30<sup>th</sup> September 2024 and associated remuneration.

Approved by:.....

Date.....