

STOKE ST. MICHAEL PARISH COUNCIL

To all Members of Stoke St Michael Parish Council

You are hereby summoned to attend a meeting of Stoke St Michael Parish Council for the purpose of transacting the following business

Kate Egan Clerk to the Council

Agenda for the Meeting of STOKE ST MICHAEL PARISH COUNCIL To be held on Thursday 26th August in the War Memorial Hall Starting at 7.30pm

A comprehensive risk assessment is in place to allow this meeting to proceed under current Covid restrictions. Masks must be worn upon entering and leaving the hall and can be removed when speaking. Members of the Parish Council and any members of the public attending will be required to confirm that they:

- are not currently suffering from any Covid symptoms, nor have been asked to isolate or quarantine or are feeling unwell
- have not suffered any Covid symptoms in the last 7 days
- have taken a Lateral Flow Test within the past 48 hours which gave a negative result

(Lateral flow tests are free and can be ordered here: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>)

1. **Welcome by the Chairman**
2. **Apologies for absence**
3. **Absent**
4. **(a) To receive declaration of interest from Councillors on items on the agenda**
(b) To receive written requests for dispensations for disclosable pecuniary interests
(c) To grant any requests for dispensation as appropriate.
5. **Public Session**
6. **County and District Councillor Reports**
7. **To confirm the minutes of the previous meetings held on 8th July and 26th July 2021, previously circulated**
8. **Matters arising from the minutes but not on the agenda**
9. **Policies**
 - (a) Grant Policy**
 - (b) Standing Orders**
 - (c) Financial Regulations**

(d) Code of Conduct

10. To Be Resolved

- (a)** Proposal to create a Working Party to oversee the condition of the Lychgate and Millennium Green and to ensure its continuation as an asset to the community.
- (b)** Adoption and approval of the Terms of Reference for the Working Party discussed in the item above.
- (c)** Proposal to accept the draft grant application to Mendip District Council for funds towards maintaining the Lychgate and Millennium Green.
- (d)** Approval of the Lease between Stoke St Michael Parish Council and Stoke St Michael Woodland.
- (e)** To consider the purchase of equipment to assist with maintenance of the Millennium Wood and the parish footpaths, including appropriate training for Alun Stewart (PPL0)
 - (i)** To resolve to cover half the cost of the “brush cutter” course for Alun Stewart - £60 + VAT
 - (ii)** To resolve to proceed with the purchase of the maintenance equipment – total cost £1632.12 + VAT
- (f)** To consider the purchase of a water butt to be installed at the church for use in the churchyard
- (g)** Proposal to set up a Business PayPal account in order to pay the Monthly Hosting Fee for the website instead of the Council reimbursing the Clerk.
- (h)** Proposal to contribute towards the cost of the Clerk attending the SLCC Conference on 13th and 14th October – Contribution being requested - £75.00
- (i)** Proposal / Discussion in regard to the potential appeal for the housing development at Yellow Gate
- (j)** Discussion and Proposal to agree the grant applications for Opening Up Safely and Reconnecting Communities Fund
- (k)** Proposal to accept the design for the leaflet to be dropped off to residents in Moonshill Road.
- (l)** Discussion on supporting Somerset to become Carbon Neutral by 2030.

11. Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered.

- (a) 2021/1147/VRC** – Application to vary/remove condition 2 (drawings) of planning approval 2019/2408/HSE (proposed two storey rear extension, infill of existing porch and re-siting of front door) to replace skylights on west elevation with dormer windows – Glenmead, Stoke Hill, Stoke St Michael
- (b) 2021/0145/REM** – Application for approval of reserved matters following outline approval 2019/0652/OTS for the erection of a dwelling. Matters of appearance / landscaping / layout / scale to be determined. Fair View, Stoke Hill, Stoke St Michael **Update** Mendip District Council have approved the application.
- (c) 2021/1505/HSE** – Alterations to existing roof, including 2 new gables and roof lights – The Old Farmhouse, Goldsborough Farm, Burnt Land to Townsend. **Update** Mendip District Council have approved the application.
- (d) 2021/0304/LBC** Part-retrospective listed building consent to regularise changes and incorporate minor alterations – The Mill House, Mill Lane, Stoke St Michael **Update** Mendip District Council have approved the application.
- (e) 2021/0303/HSE** Part-retrospective to regularise changes and incorporate minor alterations – The Mill House, Mill Lane, Stoke St Michael. **Update** Mendip District Council have approved the application.

12. Planning Applications being Monitored

- (a) ENF/2021/0090** Construction of stoned farm tracks across 35 hectares of agricultural farm land to be used for walking, cycling, and bridleways. Cooks Wood Quarry, Bector Lane, Stoke St Michael. The application was withdrawn on 1st March 2021 and an enforcement case was requested due to part of the application was for retrospective planning. The Enforcement Team have confirmed a case has been opened and that discussions are taking place regarding a resubmission.

13. Clerk's Report

- (a) A leaflet is to be dropped off to residents asking them to refrain from parking on the amenity grass in Moonshill Road. The situation will be monitored and reported back at the next meeting.
- (b) Local Government Secretary Robert Jenrick MP decided to implement, subject to Parliamentary approval, the proposal for a single unitary council for the whole of the existing administrative county of Somerset. A single unitary council for Somerset will be formed on 1st April 2023 to replace the county's five existing county and district councils
- (c) Cllr David Richardson-Aitken is taking part in a walk "40 For the Federation". This is to raise money for both the primary schools in Stoke St Michael and Croscombe plus Little Roots Pre-School. The event takes place on 25th September and is 26 miles taking in 4 checkpoints in Mells, Cranmore Tower, Croscombe School and Masbury Castle. Anyone wishing to take part for a small registration fee plus sponsorship please contact Cllr David Richardson-Aitken. The organisers are also looking for marshals and supporters on the day.
- (d) A report has been received for the Community Speed watch Group regarding overgrown vegetation hiding 30mph limit signs on the entrance to the village. There are two areas of concern – Stoke Hill from Oakhill to Stoke St Michael and Coalpit Lane. The Community Speedwatch have been informed they cannot go ahead until the signs have been cleared. The overgrown hedges have been reported to Somerset County Council, reference numbers 589904 and 589906.

14. Finance

Bank Balances as at: - 02.08.2021

Reserve Account - £41,437.87

Current Account - £5,246.55

Finance Report – Received from PKF Littlejohn (External Auditors) – On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Receipts

- (a)** Bank Interest - £0.38 received 09.07.21
- (b)** Burial Fees - £306.00 – banked 30.07.2021
- (c)** Burial Fees - £124.00

Payments

- (d)** Somerset Association of Local Councils – Annual Affiliation Fee - £253.78
- (e)** Ionos Invoices – July and August - £24.00
- (f)** Clerks Salary – July – £293.76
- (g)** Clerks Salary – August - £293.76
- (h)** Primrose Garden Maintenance Ltd – April – August £3257.15
- (i)** PKF Littlejohn – External Auditor - £240.00
- (j)** SALC – Being a successful Chairman - £30.00
- (k)** Green Gait – Clearance of brambles £276.00

15. Correspondence

- (a)** Somerset Prepared – Copy of the Summer Newsletter – forwarded 20.07.21
- (b)** Neighbourhood Planning Training – 8th September – forwarded 23.07.2021
- (c)** National Resilience Strategy Call for Evidence – forwarded 01.08.21
- (d)** Help to Help Yourself – views needed – forwarded 01.08.21
- (e)** Opening Up Safely and Reconnecting Communities Fund – forwarded 01.08.21
- (f)** Mendip District Council Planning Bulletin, Phosphate Newsletter – forwarded 06.08.21
- (g)** Training Events with Breakthrough Communications – forwarded 09.08.21
- (h)** Frome Town Council - Parishes Unitary Next Meeting – October 2021 – forwarded 18.08.21
- (i)** Consultation on the Gambling Statement of Principles 2022-2025 – forwarded 18.08.21

16. Matters to report/items for next agenda

- 17. Date and time of next meeting:** Thursday 30th September in the War Memorial Hall starting at 7.30pm