

STOKE ST MICHAEL PARISH COUNCIL
Minutes from the meeting held at Stoke St Michael Primary School on
13th April 2023

Present: Cllrs Nick Corbett, Keith Hambly (Chair), Amanda Taylor, Peter Rhodes and Matthew Rice

Also, in Attendance – Kate Egan – Parish Clerk

1. Welcome by the Chairman

The Chair welcomed everyone to the meeting

2. Apologies for absence

Cllr Anna Mearns

3. Absent

Cllr John McEntee

4. (a) To receive declaration of interest from Councillors on items on the agenda

Cllrs Keith Hambly and Amanda Taylor declared an interest in relation to item 10 (b) – grant application from the Stoke St Michael Events Group

(b) To receive written requests for dispensations for disclosable pecuniary interests

Cllr Nick Corbett has a written request for dispensation in relation to War Memorial Hall Matters for four years (expires June 2026) and Cllrs Amanda Taylor and Keith Hambly have written requests for dispensation in relation to the Community Playing Field for one year (expires June 2023)

(c) To grant any requests for dispensation as appropriate.

Cllrs Keith Hambly and Amanda Taylor requested dispensation in relation to item 13 (d) – approval of the lease between the Parish Council and Stoke St Michael Woodland. This was granted by the Proper Officer in that they may discuss the relevant item but were unable to vote.

5. Public Session

There were two members of the public in attendance. A representative from the Stoke St Michael Event group talked about the events being held and the grant application being discussed under item 10 (b).

6. Somerset Councillor Reports

Somerset Councillor Phillip Ham sent his apologies.

Somerset Councillor Barry Clarke was in attendance and gave a verbal report. Most of the staff from Mendip District Council have moved across to Somerset Council especially within the Planning Department. Smaller applications will continue to be dealt with an area-based Planning Committee (Planning Committee – East) while larger applications will be considered by a single Strategic Planning Committee in Taunton. Councillor Philip Ham had met with Highways to discuss the various traffic issues, including the dangerous state of the Old Frome and Old Wells Roads and the junction at Long Cross Bottom. It is likely a while before we see any solutions. There was no update on the broken culvert and necessary bridge repairs in the middle of the village. A policy for implementing 20mph zones has been circulated but Town and Parish Councils will be responsible for funding any schemes. Covid boosters are available for those eligible and a housing support scheme is in place.

7. Co-Option of Parish Councillor

Cllr Peter Rhodes proposed Simon Collins be co-opted as a Parish Councillor for Stoke St Michael Parish, this was seconded by Cllr Amanda Taylor and unanimously agreed.

(a) Signature of Acceptance of Office Form

Simon Collins signed the acceptance of office form and was welcomed to the Parish Council.

8. To confirm the minutes of the Parish Council Meeting held on 23rd February and 16th March, previously circulated

The Council **RESOLVED** that the minutes for the Parish Council Meetings held on 23rd February and 16th March be accepted as a true record, these were signed and dated by the Chair.

9. Matters arising from the minutes but not on the agenda

There was a discussion regarding a letter being made available for residents to use in regard to the lack of the five-year plan on housing as mentioned at the meeting on 23rd February. Changes in responsibilities and personnel while the Unitary Somerset Council becomes established are leaving it unclear as to where any representations are best sent. Cllr Peter Rhodes will speak to residents informing them that it has been discussed and is in hand. Cllr Keith Hambly is continuing to pursue the issue and will report back at the next meeting.

10. Grant Applications

These two following items were taken in reverse order

(b) Grant Application from Stoke St Michael Events Group - £74.25

The Council **RESOLVED** to approve the grant application from Stoke St Michael Events Group for £74.25

(a) Grant Application from the Baby and Toddler Group for £780.00

The Council **RESOLVED** to approve the grant application from the Baby and Toddler Group for £780.00

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) **2023/0363/FUL** Erect a storage barn and outdoor equestrian area. Land at 365909 147128, Fosse Road, Stoke St Michael

Recommendation The Parish Council recommended refusal as it felt the planned barn is over large, close to road boundaries where it would be visible to neighbouring properties and access arrangements were unclear.

12. Planning Applications – Responses to be noted from Mendip District Council and others.

(a) **2023/0196/AGB** Application for prior notification of agricultural development for a proposed building – The Old Parlour, Fosse Road, Oakhill. **Decision from Mendip District Council** Prior approval given

(b) **2022/2497/CLE** Application for a certificate of lawful existing use of land for domestic garden. The Old Parlour, Fosse Road, Oakhill **Decision from Mendip District Council** The development is lawful

(c) **2023/0200/HSE** Proposed internal alterations and rear extension. 20 St Michaels Close, Stoke St Michael. **Decision from Mendip District Council** Approval

- (d) **2023/0215/HSE** Demolish existing single storey extension and replace with a two-storey side and rear extension with balcony / bridge access to rear garden. 1 Oak Cottage, Mendip Road, Stoke St Michael. **Decision from Mendip District Council**
Approval was given

13. To Be Resolved / Discussed

- (a) **Proposal to approve the new fee structure for the Cemetery for 2023**

The Council **RESOLVED** to approve the new fee structure for the Cemetery for 2023

- (b) **Proposal to accept the amended Rules and Regulations for the Cemetery**

This was deferred to the next meeting.

- (c) **Discussion on whether to carry out research as to whether install speed indicator devices within the village**

A discussion took place, Cllrs Simon Collins, Peter Rhodes and Nic Corbett will carry out some further research and bring it back to the next meeting.

- (d) **Proposal to approve the lease for the Millennium Wood and arrange signature between the Parish Council and Stoke St Michael Woodland**

The Council **RESOLVED** to approve the lease for the Millennium Wood and two Councillors signed the last page, this was witnessed by the Parish Clerk. The area will be formally handed over to Stoke St Michael Woodland once they have their own public liability insurance in place.

- (e) **Proposal to hold the Annual Parish Meeting on a separate evening or as the same night as the Annual Council Meeting and Parish Council meeting on the 25th May.**

The Council **RESOLVED** to hold the Annual Parish Meeting on 25th May at 7pm, followed by the Annual Council Meeting and Parish Council Meeting

- (f) **Proposal to confirm the closure of St Michael's Churchyard and any ramifications for the Parish Council.**

The Council **RESOLVED** that there were no objections to the closure of St Michaels and All Angels Churchyard.

- (g) **Proposal to ratify the decision to approve the quote for hedge laying in the Cemetery along Mill Lane at £13.40 per metre.**

The Council **RESOLVED** to ratify the decision to approve the quote for hedge laying in the Cemetery along Mill Lane, but the work has now been delayed to the autumn due to the nesting season.

- (h) **Proposal to approve and note no confidence on MP David Warburton**

The Council decided not to respond as it wishes to remain independent of party-political matters.

- (i) **Proposal to approve the purchase of two new grit bins**

The Council **RESOLVED** to purchase two Slimline Grit Bins from Glasdon at a price of £215.66 each totalling £431.32

- (j) **Proposal to renew the annual membership for CPRE, it has increased from £36.00 to £60.00**

The Council **RESOLVED** to renew the annual membership for CPRE at the increased price of £60.00

14. Clerk / Councillors Report

- (a) Update on the Parking at Moonshill from Cllr John McEntee **Update** Cllr John McEntee was not in attendance so this was deferred to the next meeting.

- (b) An email has been received from a resident of Holcombe regarding enforcement issues at Cookswood. This was also raised with Holcombe Parish Council **Update** This was discussed and the Parish Council are not always consulted on all amendments but do monitor all applications and respond where felt necessary.
- (c) The bollard from the end of Mill Lane (Church End) has been missing for a few weeks. Somerset County Council have been contacted for a replacement
- (d) A letter was received regarding overhanging trees over their property and whether the Parish Council could trim them back, unfortunately the trees were on private land so the Parish Council were unable to help.
- (e) Update from Cllr Keith Hambly following training on the Principles of Internal and External Audits **Update** Cllr Keith Hambly gave a brief overview highlighting the emphasis on adherence to good governance processes and reiterating the recommendation for all Councillors to take advantage of the comprehensive training provided by SALC. The Internal Auditors report has been received and was briefly touched upon; it will be formally accepted at the Annual Council Meeting in May.
- (f) Update from Cllr Amanda Taylor on the Quarry Liaison Meeting held on 15th March. **Update** Cllr Amanda Taylor read out a report and when available the minutes will be published on the Parish Council website.

15. Finance

Bank Balances as at: - 31.03.2023

Unity Account - £39,489.44

End of Year Review – The Council noted the end of year review

Approval and signing of Bank Reconciliation as at 31st March 2023

The Council **RESOLVED** to approve the Bank Reconciliation as at 31st March 2023 and it was signed by the Chair.

Receipts

(a) Burial Fees - £144

(b) Burial Fees - £64.00

Payments

(c) Clerks Salary and Expenses – £661.68

(d) Donation to the School for use of the school Hall on 23rd February and 16th March - £40.00

(e) Unity Trust Bank – Quarterly Bank Charges - £18.00

(f) Ionos – Website Hosting - £12.00 – pd by DD

The Council **RESOLVED** to approve the above receipts and payments and the Council also **RESOLVED** to approve the additional payments listed below.

(g) Baby and Toddler Group – grant application - £780.00

(h) Stoke St Michael Events Group – grant application - £74.25

(i) Do the Numbers Ltd – Internal Auditor - £250.00

(j) SALC – Internal and External Audit training - £20.00

(k) CPRE – Annual Membership - £60.00

Following advice from the Internal Auditor Councillors are not required to sign the invoices, the payment list only needs approval so in future the invoice will no longer be signed by two Councillors.

16. Correspondence

(a) LGR Bulletin – forwarded 08.03.23

(b) Councillor Training Courses – forwarded 04.04.23

17. Matters to report / items for next agenda

18. Date and time of next meeting: Annual Parish Meeting on Thursday 25th May 2023 starting at 7.00pm, followed by the Annual Council Meeting and the Parish Council Meeting, location to be advised.

Meeting closed 10.00pm