

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 7th September at Stoke St Michael War Memorial Hall
Starting at 7.30pm

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
Cllr Nick Corbett has a written request for dispensation in relation to War Memorial Hall Matters for four years (expires June 2026). Cllr Anna Mears has a written request for dispensation in relation to the Millennium Wood for four years (expires September 2027)
(c) To grant any requests for dispensation as appropriate.
5. **Public Session**
6. **Somerset Councillor Reports**
7. **To confirm the minutes of the Annual Council Meeting and the Parish Council Meeting held on 13th July 2023 and 22nd August 2023, previously circulated**
8. **Matters arising from the minutes but not on the agenda**
9. **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) 2023/1593/HSE** Conversion of outhouse to ancillary accommodation with alterations. Shelving Close, Mendip Road, Stoke St Michael
 - (b) 2023/1606/FUL** Change of use of agricultural land for the erection of 2000 solar array panels and associated equipment. Land at 366731 146471, Burges Hill, Stoke St Michael
10. **Planning Applications – Responses to be noted from Somerset Council**
 - (a) 2023/0976/VRC** Application to vary condition 2 (drawings), 3 (materials) of planning approval 2020/1606/HSE (make changes to the roof design to form rooms in the roof. Form dormer windows as drawings. Form extension to front windows) to drawings AK_127_03 and AK_127_04. Beacon House, Old Frome Road, Doultling. **Decision** Somerset Council have granted approval.

11. Grants

- (a) Grant Application from Stoke St Michael War Memorial Hall for £2,500.00
- (b) Grant Application from Stoke St Michael Community Field for £2,000.00

12. Approval of Policies / Risk Assessments

- (a) Proposal to approve the Risk Assessment for Public Areas owned by the Parish Council

13. To Be Resolved / Discussed

- (a) Reappointment of Do the Numbers Ltd as the Internal Auditor for 2023-2024 at a cost of £250.00
- (b) Discussion and possible proposals on complying with the Biodiversity Duty and Understanding Biodiversity Net Gain.
- (c) Discussion on possible locations within the village for a Community Notice Board.
- (d) Proposal for the Parish Council to contribute £100 towards costs for the Clerk to attend the National Conference in October.
- (e) Proposal to request the War Memorial Hall Committee to remove the Parish Council who are currently listed as a Trustee on the Charity Commission Website as the Parish Council are not trustees.
- (f) Discussion on residents parking on the Green Space within The Mead and how to stop the boundary fence being moved.
- (g) Discussion on the ideas and costs to stop cars parking on the Green at Moonshill
- (h) Discussion and possible proposals to the repairs or replacement of the Bridge

14. Clerk / Councillors Report

- (a) Update from Cllr Simon Collins on the Local Community Network meeting held on 31st July 2023
- (b) Update as to whether any volunteers came forward to join the Community Speedwatch Group, otherwise the Group will be disbanded and the equipment returned.
- (c) Large vehicles are ignoring the road signs and driving over the damaged culvert, this has been reported to Highways and a request for more signs. A temporary 7.5 tonne maximum gross weight restriction came into operation on 25th of August 2023 and will remain in force for a maximum of 21 days.
- (d) Councillors held a working party on 17th August to tidy up the Millennium Green and carry out temporary repairs to the Bridge.

15. Finance

Bank Balances as at: - 30th August 2023

Unity Account - £55,098.39

The External Auditors Report and Certificate for 2022/2023 has been received with the following matters – The figures in Section 2, Boxes 3 and 6 of the prior year comparative column do not agree to the prior year final signed AGAR and the 'except for' matter raised by the external auditor when qualifying the prior year annual return. Section 2, Box 9 for the prior year has not been restated to account for assets purchased in 2021/2022 which were not added to the fixed asset register until 2022/23

Receipts

(a) Burial Fees - £135.00 – received a cheque and banked on 25.07.23

(b) Burial Fees - £332.00 – received a cheque and banked on 25.07.23

(c) Memorial Fees - £142.00 – received by bacs 21.08.23

Payments

(a) Ionos – Web Hosting - £12.00 – pd DD 26.07.23

(b) Ionos – Web Hosting - £12.00 – pd DD 26.08.23

(c) Clerks Salary and Expenses – £680.68

(d) Hellers Wedley – Legal Fees – 1440.00 – pd 03.08.23

(e) Primrose Garden Services - £680.23

(f) War Memorial Hall – hall hire - £30.00

(g) PKF – External Auditors - £252.00

16. Correspondence

(a) Briefing Sheet from Somerset Council – forwarded 01.08.23

(b) Draft Minutes from the Local Community meeting held on 31st July – forwarded 15.08.23

(c) Briefing Sheet for Parish & Town Councils September 23 from Somerset Council – forwarded 31.08.23

17. Matters to report / items for next agenda

18. Under Section 1, Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

(a) Discussion on the possible acquisition of land by the Parish Council

19. Date and time of next meeting: Thursday 19th October 2023 starting at 7.30pm, Stoke St Michael War Memorial Hall.