

**STOKE ST MICHAEL PARISH COUNCIL**  
**Minutes from the meeting held at Stoke St Michael War Memorial Hall on**  
**13<sup>th</sup> July 2023 starting at 7.30pm**

Present: Cllrs Nic Corbett, Peter Rhodes, Keith Hambly (Chair), John McEntee, Amanda Taylor, Matthew Rice and Simon Collins

Also, in Attendance – Kate Egan – Parish Clerk

Items were taken out of order from the agenda.

**1. Welcome by the Chairman**

The Chair welcomed everyone to the meeting.

**2. Apologies for absence**

Cllr Anna Mearns

**3. Absent**

No Councillors were absent

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

There was no declaration of interests 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)

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

There were no requests for dispensation as appropriate

**5. Public Session**

There were no members of the public in attendance

**6. Somerset Councillor Reports**

Somerset Councillor Barry Clarke was in attendance and gave a verbal report covering topics which included the refuse strike being delayed for two weeks, the first Local Community Network meeting taking place at the end of July, parking charges across the county will be increasing, community funded 20mph speed zones and sports activities taking place throughout the summer and school holidays.

Somerset Councillor Phillip Ham was in attendance and gave a verbal report covering topics which included increase in parking fees, the Local Community Networks, budgets for Somerset Council, community funded 20mph speed zones and highway issues within the village.

**7. To confirm the minutes of the Annual Council Meeting and the Parish Council Meeting held on 25<sup>th</sup> May, previously circulated**

The Council **RESOLVED** that the minutes of the Annual Council Meeting and the Parish Council Meeting held on 25<sup>th</sup> May 2023 be accepted as a true record, they were signed and dated by the Chair.

**8. Matters arising from the minutes but not on the agenda**

There were no 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) **2023/0976/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. From extension to front elevation) to drawings AK\_127\_03 AND AK\_127\_04. Beacon House, Old Frome Road, Doultling.

**Recommendation** Stoke St Michael Parish Council recommended approval

**10. Planning Applications – Responses to be noted from Somerset Council**

- (a) **2023/1027/CLE** Residential mobile home. Sycamore Farm Stud, Burges Hill, Stoke St Michael. This is a **notification** only and in line with Somerset Council's constitution and the adopted scheme of delegation and terms of reference, the decision for this application is delegated to the Planning Officers. **Update** The Parish Council have responded recommending refusal as the caravan was initially granted temporary permission in 2016 but only for five years.
- (b) **2023/0604/APP** Approval of details reserved by conditions 3 (Bat Licence) condition 4 (Bat Boxes) condition 5 (Wildlife Protection and Enhancement Scheme) and condition 8 (Surface Water Drainage) on consent 2022/1608/FUL. Hyatts Hill Farm, Fosse Road, Stoke St Michael. **Decision** Somerset Council have granted approval
- (c) **2023/0627/FUL** Conversion and change of use of redundant rural building into a new dwelling with internal and external alterations, including landscaping, boundary treatment and change of use of agricultural field as extension of proposed domestic curtilage. Hyatts Hill Farm, Fosse Road, Stoke St Michael. **Decision** Somerset Council have granted approval.
- (d) **2023/0363/FUL** Erect a storage barn and outdoor equestrian arena. Land at 365909 147128 Fosse Road, Stoke St Michael. **Decision** Somerset Council have granted approval.
- (e) **APP/Q3305/W/23/3318782** 2022/1641/FUL was refused by Mendip District Council on 26<sup>th</sup> January 2023. The Parish Council recommended refusal. The appeal is to be decided on the basis of an exchange of written statement by the parties and, if considered appropriate, a site visit by an Inspector. Please ensure that any representations you wish to make on this appeal are received by the Planning Inspectorate by 19<sup>th</sup> July 2023

**14. Clerk / Councillors Report**

- (c) Reply from the enforcement officer in relation to Cooks wood is that from a planning perspective there is no evidence the permission is not being lawfully implemented. Further amendments have been made to the original permission but such a process is lawful. **Update** Cllr Keith Hambly will write to Somerset Councillors Phillip Ham and Barry Clarke with the outstanding specific issues for them to follow up as appropriate.

**11. Grants**

- (a) **Grant Application from Stoke St Michael War Memorial Hall for £2,500.00**

Further information is required so this was deferred to the next meeting.

**12. Approval of Policies / Risk Assessments**

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

Further additions are required so it will be amended and brought back to the next meeting.

### 13. To Be Resolved / Discussed

**(a) Proposal to approve the social media policy**

The Council **RESOLVED** to approve the social media policy.

**(b) Discussion on whether to refurbish the old Notice Board and open it up for Community Use**

The Council decided not to refurbish the Old Notice Board as it was located on a blind corner and would be unsafe for residents to read the notices. Councillors were asked to think about alternative locations where a new Community Noticeboard could be installed. This will be brought back to the next meeting.

**(c) Appointment of Council representative for Footpaths who would then liaise with the Parish Path Liaison Officer.**

The Council **RESOLVED** to appoint Cllr Matthew Rice as the Council representative for Footpaths who will the liaise with the Parish Path Liaison Officer.

**(d) Appointment of a Parish Council representative to attend the Local Community Networks, the first one is taking place on Monday 31<sup>st</sup> July in Pilton Village Hall, starting at 7pm.**

Cllr Simon Collins offered to attend the Local Community Network meeting on Monday 31<sup>st</sup> July and represent the Parish Council. Cllr Keith Hambly will also be attending as an observer.

**(e) Discussion and possible application of Health and Wellbeing Grant from the Somerset Association of Local Councils.**

The Clerk reported that there is a Health and Wellbeing Grant available from the Somerset Association of Local Councils for up to £2,500. Cllr Amanda Taylor will take a look at the grant criteria and bring some ideas to the next meeting for discussion.

**(f) Ratify the decision for Stoke St Michael Events Group to use the Millennium Green for the Treasure Hunt and put-up signage.**

The Council **RESOLVED** to ratify the decision for Stoke St Michael Events Group to use the Millennium Green for the Treasure Hunt and put-up signage.

**(g) Proposal to scrap one of the batteries used to charge the Power Tools.**

The Council **RESOLVED** to scrap the smallest of the batteries used to charge the Power Tools. The value on the asset list will not change as the battery came free with one of the Power Tools.

**(h) Discussion on the next stage regarding Parking on Moonshill, results of the survey were forwarded prior to the meeting.**

The overall consensus was to stop cars parking on the area of land at Moonshill. Ideas and costs will be brought to the next meeting for discussion before a public consultation to choose the preferred idea.

**(i) Discussion on whether a survey / walk in session should be prepared for traffic issues within the village.**

Cllr Peter Rhodes gave a verbal report on the various traffic calming measures to slow the traffic down but evidence is required before these can be progressed. Another Facebook will be posted asking for volunteers for the Speedwatch Group as it needs to be community led. An update will be brought back to the next meeting.

**(j) Discussion and possible proposal for the Parish Council to apply for the Community Funded 20mph Speed Limits.**

The Council agreed not to apply for the Community Funded 20mph Speed Limit scheme due to the lack of Speedwatch evidence to back up an application at this time along with the tight time constraints of this scheme.

**(k) Approval of the Parish Council Annual Booking Contract and Booking Form for use of the War Memorial Hall for Parish Council Meeting.**

The Council **RESOLVED** to approve the Annual Booking Contract and Booking Form for use of the War Memorial Hall for Parish Council Meetings. The Council also **RESOLVED** the Parish Clerk as the Proper Officer can sign the paperwork.

**(l) Discussion and possible proposal as to whether to carry out work on the Footbridge by the Lychgate due to the timber boards starting to come loose and a wobbly hand rail.**

Various options were discussed and this will be brought back to the next meeting with quotes for repair or possible replacement with a stone bridge.

**14. Clerk / Councillors Report**

- (a)** When a planning application is referred to the Planning Board – Where there is conflict between the Parish Council and the Planning Officer, the application is referred to the Chair and Vice Chair of the Planning Board to decide. The divisional members are notified the application has been deferred but the decision is between the Chair and Vice Chair of the Planning Board and the Planning Officer.
- (b)** Full responsibility for the Millennium Wood has now been handed over to Stoke St Michael Woodland CIO as the lease was completed on 3<sup>rd</sup> July 2023.
- (d)** The new grit bins have been delivered around the village, they will be filled at the beginning of the winter and hope to make the roads safer under icy conditions. The old damaged Grit Bin on Tower Hill has been disposed of, thanks to Cllrs Simon Collins and Peter Rhodes.
- (e)** The Parish Council would like to thank Cllrs Amanda Taylor and Matthew Rice for clearing up the Lychgate and Millennium Green after an antisocial incident.
- (f)** The mobile library that stops monthly at St Michaels Close is currently being reviewed as unfortunately numbers of users are very low, if this continues the service will be withdrawn by the end of the year. A post was placed on the Parish Council Facebook to promote the service and hopefully increase the numbers.

**15. Finance**

Bank Balances as at: - 6<sup>th</sup> July 2023

Unity Account - £57,485.63

**Quarterly Budget Review B**

The Council noted the Quarterly Budget Review

**Approval and Signature of Quarterly Bank Reconciliation**

The Council **RESOLVED** to approve the Quarterly Bank Reconciliation and this was signed by the Chair.

**Receipts**

**(a)** Burial Fees - £332.00 – pd into the bank 05.06.23

**(b)** Burial Fees - £332.00 – pd into the bank 10.07.23

**Payments**

**(c)** Clerks Salary and Expenses – £734.68

**(d)** Ionos – Website hosting - £3.56 – pd DD 28.05.23

**(e)** Ionos – Website Hosting - £12.00 – pd DD 28.06.23

**(f)** Glasdon – purchase of Grit Bins - £431.33

**(g)** War Memorial Hall – Hall Hire - £30.00

**(h)** Primrose Garden Maintenance – Grass Cutting - £680.23

**(i)** Unity Trust Bank – Bank Charges - £18.00 – pd DD 30.06.23

The Council **RESOLVED** to approve the above receipts and payments.

**16. Correspondence**

(a) Briefing Sheet from Somerset Council for June – forwarded 06.06.23

(b) List of various Councillor Training Courses – forwarded 27.0.23

**17. Matters to report / items for next agenda**

There were not matters to report or items for the next agenda.

**18. Date and time of next meeting:** Thursday 7<sup>th</sup> September 2023 starting at 7.30pm,  
Stoke St Michael War Memorial Hall.

**Meeting closed 9.29pm**