

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

Present: Cllrs Dan White, Phil Howard, Amanda Taylor, Peter Rhodes, Simon Collins, Matthew Rice, Keith Hambly and John McEntee (Chair)

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**

No Councillors were absent

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

There were no declarations of interest received from Councillors on items on the agenda.

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

Cllr Anna Mearns has a written request for dispensation in relation to the Millennium Wood for four years (expires September 2027). Cllr Keith Hambly has a written request for dispensation in relation to Stoke St Michael Community Field for one year (expires October 2025). Cllr Amanda Taylor has a written request for dispensation in relation to Stoke St Michael Community Field, Stoke St Michael Community Events and Stoke St Michael Woodland Group for four years (expires January 2028). **Update** Cllr Keith Hambly submitted an updated dispensation on behalf of the Stoke St Michael Community Field until October 2025, this was granted.

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

**5. Public Session.** The period designated for public participation at a meeting shall not exceed 30 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 3 minutes.

There were no members of the public in attendance

**6. Somerset Councillor Reports**

Apologies had been received from Somerset Councillors Phillip Ham and Barry Clarke.

**7. To consider the approval of the minutes of the Parish Council Meeting held on 29<sup>th</sup> August 2024, 5<sup>th</sup> September, and 26<sup>th</sup> September 2024, previously circulated.**

The Council **RESOLVED** to accept the minutes of the Parish Council meetings held on 29<sup>th</sup> August, 5<sup>th</sup> September, and 26<sup>th</sup> September as a true record, these were signed and dated by the Chair. Cllr Peter Rhodes requested an action list is included within the minutes.

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

No planning applications had been received for consideration.

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

**(a) 2024/1477/FUL** Erection of equestrian and agricultural building. Goldsborough Farmhouse, Burnt House Lane to Towns End, Stoke St Michael. **Decision** Somerset Council granted approval.

- (b) **2024/1622/PAF** Notification of prior approval for a proposed change of use of agricultural building to B2 General Industrial. Yellow Marsh Farm, Pental Lane, Stoke St Michael. **Decision** The application has been withdrawn.

#### 10. To Be Resolved / Discussed

- (a) **To consider the approval of a formal policy on the use of PC land for events and the requirements from groups using the land.**

Following some amendments the Council **RESOLVED** to approve and adopt a policy on the use of Parish Council land for events and the requirements from groups using the land. Copies of the policy were forwarded to all the village community groups.

- (b) **To consider the costs and volunteers required to plant Daffodils on the green at Moonshill Close.**

Following a discussion the Council **RESOLVED** to put a public post on the Parish Council Facebook to see if there were any volunteers willing to help.

- (c) **To consider any recommendations following a discussion on the access difficulties to Tower Hill from Moonshill Close.**

Following discussion with Devon and Somerset Fire Brigade regarding the access to Tower Hill from Moonshill Close. They felt there was no issue with the placement of the rocks as they were not on the Highway and did not impede the width of the Highway. Every 999 call is assessed immediately for access and smaller vehicles are available to dispatch if necessary. They would consider accessing houses at the top of Tower Close from Moonshill Road and the bungalows with no vehicular access via Church Road but every call is assessed at the time.

- (d) **To consider the amended plans for the Millennium Bridge and consider approaching companies to tender for a replacement.**

The Council **RESOLVED** to approach companies for quote following the receipt of amended plans containing the dimensions of the bridge. A copy of the structural calculations will also be sent out with the tender.

- (e) **To consider appointing Councillors to carry out the annual appraisal for the Parish Clerk.**

Cllr Keith Hambly proposed an amendment to form a Staffing Committee and for this committee to carry out the annual appraisal of the Parish Clerk, this was seconded by Cllr John McEntee and **RESOLVED** by the Council.

Staffing Committee members consist of Cllrs Dan Howard, Phil White and Keith Hambly.

- (f) **Update from the last LCN Meeting**

Cllr Simon Collins gave a verbal update. There is a meeting for the Highways Traffic Working Group on 30<sup>th</sup> October where Cllrs Simon Collins and Keith Hambly are hoping to attend. Various councils including Somerset Council are forming emergency plans and a training session was held. Devolution of services from Somerset was also mentioned with Keir taking over contracts from April and the option of joining the enhanced maintenance scheme and volunteer training.

- (g) **Update from the last Quarry Liaison Meeting**

Cllr Amanda Taylor gave a verbal update, the quarry is operating as usual and a new Head of Operations has been appointed. Other items mentioned were the piles of spoil which are being moved, the annual litter pick, the application for the extension and inclusion of solar panels has not yet been decided. There is funding available through the Future Foundation Grant and local groups are encouraged to apply.

## 11. Clerk / Councillors Report

- (a) Update from Cllr Peter Rhodes on the traffic Issues at Withybrook. **Update** Cllr Peter Rhodes have a verbal update. Highways will request reduction of the speed limit is considering within next year's budget so the Council will await confirmation. Residents have asked to let Cllr Peter Rhodes of any incident regarding pedestrians or vehicles. Once the reduced speed limit is in place, calming measures could be introduced. Cllr Peter Rhodes will continue to communicate with the Highways department of Somerset Council.
- (b) Following the submission of a closed tender to purchase land within Stoke St Michael, the offer was declined.

## 12. Reports from the Working Parties

- (a) Update from the Youth Services Working Party. **Update** The Working Party has not yet met but they do need to engage with the youth to obtain ideas. Members of the working party were invited to the AGM of the Community Field to discuss joint projects and ideas.
- (b) Update from the Emergency Plan Working Party. **Update** A couple of Councillors met to discuss the Emergency Plan. Cllr Dan White will look at existing plans and contact the local PCSO and Wainwright for copies of their business continuity plans. A public post will be put on the Parish Council Facebook page asking for volunteers to help write the Emergency Plan.

## 13. Finance

**Bank Balances as at: -**

**Unity Current Account – £2,813.45**

**Unity Savings Account – £49,5889.21**

**To consider approval of the bank reconciliation from 1<sup>st</sup> July to 30<sup>th</sup> September 2024**

The Council **RESOLVED** to approve the bank reconciliation from 1<sup>st</sup> July to 30<sup>th</sup> September 2024, this was signed by Cllr Keith Hambly, the bank statement for the current account was not signed due to access problems and being unable to download a hard copy, it had been viewed online.

**To note the Budget Review for the second quarter of the financial year.**

The Council **NOTED** the Budget review for the second quarter of the financial year.

### **Receipts**

- (a) Burial Fees - £150.00 – received 6.9.24

### **Payments**

- (b) War Memorial Hall – Hall Hire - £60.00 (two invoices)
- (c) Ionos – Web Hosting - £13.80 – pd DD
- (d) Unity Bank Trust – Bank Charges - £18.00 – pd DD
- (e) Clerks Salary and Expenses – September - £365.30

### **Transfers**

- (f) Transfer of £5,000 from the Savings Account to the Current Account

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

- (g) Bank Interest - £340.61 – received 30.09.2024
- (h) Ionos (October Invoice) – webhosting - £13.80
- (i) SALC – Councillor Training - £35.000
- (j) Primrose Garden Maintenance – Grass Cutting - £729.05

**14. Correspondence**

No correspondence had been received at the time of publication of the agenda.

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

The Clerk mentioned Martyn's Law which has had its second reading and the new Employment Rights Bill being considered.

**16. Date and time of next meeting:** Thursday 28<sup>th</sup> November starting at 7.30pm. Stoke St Michael War Memorial Hall.

**Meeting closed 9.22pm**

DRAFT