

**STOKE ST MICHAEL PARISH COUNCIL**  
**Minutes from the meeting held at Stoke St Michael War Memorial Hall on**  
**19<sup>th</sup> June 2025 starting at 7.30pm**

Present: Cllrs Amanda Taylor, Simon Collins, Dan White, Keith Hambly, John McEntee (Chair)

Also, in Attendance – Kate Egan – Parish Clerk

**1. Welcome by the Chairman.**

Cllr John McEntee welcomed everyone to the meeting.

**2. Apologies for absence**

Cllrs Peter Rhodes, Anna Mearns, Matthew Rice

**3. Absent**

Cllr Phil Howard

**4. Declarations of Interest and Dispensations**

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

There were no declarations of interest 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)

**(b) 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**

There were no Somerset Councillors in attendance.

**7. To consider the approval of the minutes of the Annual Council Meeting and the Parish Council Meeting held on 8<sup>th</sup> May 2025 and the extraordinary meeting held on 9<sup>th</sup> June 2025, previously circulated.**

The Council **RESOLVED** to accept the minutes of the Annual Council Meeting and the Parish Council Meeting held on 8<sup>th</sup> May 2025 and the extraordinary meeting held on 9<sup>th</sup> June 2025 as a true record, these were signed and dated by the Chair.

**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.**

**(a) 2025/0977/HSE** Erection of two storey rear extension and detached garage. 13 Moonshill Road, Stoke St Michael. **Recommendation** The Parish Council recommended approval.

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

**(a) 2025/0532/CLP** Certificate of lawfulness of proposed use of land as residential / garden. Springdale, Mendip Road, Stoke St Michael. **Status** Application has been withdrawn.

## 10. Grants

### (a) Grant application from the village hall for £3,000

The Council **RESOLVED** to approve the grant application for £3,000.

## 11. To Be Resolved / Discussed

### (a) To consider the possibility of installing a dog waste bin near Cookswood Quarry.

The Council felt that the need was greater elsewhere so **RESOLVED** not to proceed with installing a dog waste bin near Cookswood Quarry.

### (b) To consider as the custodian trustees of the Playing Field to register the land with the Land Registry as it was not completed when the Charity was created.

The Council felt there was no present need to pursue the land registration so **RESOLVED** currently not to register the Playing Fields with the land registry.

### (c) Due to the removal of the wooden bridge from the Millennium Green to approve the removal of the bridge from the Parish Council Asset List and add the temporary bridge for a value of a £1 (due to the bridge being donated).

The Council **RESOLVED** to remove of the pedestrian bridge from the Parish Council Asset List and add the temporary bridge for a value of a £1 (due to the bridge being donated).

### (d) To ratify the decision to continue the Annual Insurance with Clear Councils at a cost of £581.55.

The Council **RESOLVED** to ratify the decision to continue the Annual Insurance with Clear Councils at a cost of £581.55.

### (e) To consider the request from the Stoke St Michael Events Group to site some temporary toilets on the Millennium Green for the duration of Stoke Fest.

The Council **RESOLVED** to approve the request from Stoke St Michael Events Groups to site some temporary toilets on the Millennium Green for the duration of Stoke Fest.

### (f) To consider the monthly rota for checking the Millennium Green and whether the checklist needs amending.

The Council **RESOLVED** to approve the monthly rota for checking the Millennium Green and no changes were required to the Inspection Checklist.

### (g) Approval to reappoint Do the Numbers Ltd as the Internal Auditor for 2025-2026 at a cost of £260.00

The Council **RESOLVED** to reappoint Do the Numbers Ltd as the Internal Auditor for 2025-2026 at a cost of £260.00

## 12. Clerk / Councillors Report

### (a) A request has been placed with the Parish Council solicitors to obtain a certified copy of the deeds. **Update** Certified copies have now been received and passed to the Playing Fields Committee.

### (b) Following health and safety reasons and advice from the insurance company the wooden bridge on the Millennium Green was removed.

### (c) Cllrs Simon Collins and Peter Rhodes spoke to residents at Withybrook regarding the traffic survey. The consensus was that cars were not going over 40mps so wondered if the survey was needed, but all residents affected will be consulted before the survey is taken forward. **Update** Residents in the vicinity of Withybrook felt that a speed survey would not be very cost effective, therefore a speed survey will not be required. Cllr Peter Rhodes will speak to Highways regarding whether hatching can be painted on the road.

- (d) Somerset Council are no longer accepting reports from Fix My Street networks, all issues now need to be reported through the portal on the Somerset Council website.
- (e) Correspondence has been received from the Senior Bridge Engineer at Somerset Council regarding the culvert. The culvert will be repaired strengthened using a culvert lining solution. The finished structure will be capable of carrying full highway loading; thus, the current temporary concrete chicane will then be removed and the 7.5 tonnes weight restriction will also be removed. The installation is planned for September and site duration will be one to two weeks. **Update** Highways will be contacted to establish how the Parish Council proceeds to install a pedestrian footpath across the bridge as the route is regularly used by young families.
- (f) Update from Cllr Phil Howard on the Emergency Plan Working Group. **Update** Cllr Phil Howard was not in attendance so this was deferred to the next meeting.
- (g) Update from Cllr Simon Collins on the LCN Meeting held on 13<sup>th</sup> May. **Update** Cllr Simon Collins was unable to attend, Cllr Anna Mearns attended and sent out a report prior to the meeting.
- (h) Update from Cllr Anna Mearns on the LCN Highways Meeting held on 29<sup>th</sup> May. **Update** Cllr Anna Mearns was not in attendance but no minutes have yet been received from the LCN Highways group.

### 13. Finance

**Bank Balances as at:** - 12<sup>th</sup> June 2025

Unity Current Account – £5,156.71

Unity Savings Account – £67,139.85

#### **Receipts**

(a) Burial Fees & Memorial Tablet - £220.00 – chq

(b) Burial Fees – Memorial Tablet - £74.00 - chq

#### **Payments**

(c) Annual Insurance – Clear Councils - £581.55 – pd 27.05.25

(d) Ionos (May) -website hosting - £13.80 – pd by DD

(e) Ionos (June) – website hosting - £13.80 – pd by DD

(f) MJK Training – First Aid Course - £262.50 – pd 18.05.25

(g) Unity Trust Bank – Bank Charges (May) - £6.00 – pd by DD

(h) Clerks' wages and expenses – May - £460.42

#### **Transfers**

(i) Transfer from the Savings account to the current account - £5,000

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

(j) Primrose Garden Maintenance - £772.12

### 14. Correspondence

(a) Consultation on draft recommendations for division boundaries in Somerset – deadline 11<sup>th</sup> August 2025 – Forwarded 05.06.25

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

There were no matters to report or items for the next agenda.

**16. Date and time of next meeting:** Thursday 24<sup>th</sup> July 2025 starting at 7.30pm, to be held at the. Stoke St Michael War Memorial Hall.

**Meeting closed 8.22pm**