STOKE SUB HAMDON PARISH COUNCIL



PARISH CLERK. Neil Bloomfield

E-mail: clerk@stoke-sub-hamdon-pc.gov.uk

Chairman: Mrs Lynda Foley Parish Clerk: Mr Neil Bloomfield

All Council Meetings are open to the Public and Press

To: All Members of Stoke sub Hamdon Parish Council

1st June 2023

Dear Councillor,

You are summoned to the meeting of Stoke sub Hamdon Parish Council on **Wednesday**, **7**th **June 2023 at 7.00pm** at the Hamdon Youth & Family Centre to transact the business set out below.

Neil Bloomfield Parish Clerk

Councillors are reminded that as holders of public Office they are expected to comply with the Nolan Principles, and the Councils Code of Conduct as well as showing respects for others in accordance with the law.

As per Councils Standing Order 3(e) there will be an opportunity for members of the public to comment on Agenda items (at the discretion of the chairman of the meeting). As per Standing order 3(f) the public question comment time is limited to 5 minutes each, and the session should not exceed 30 minutes (unless directed by the chairman of the meeting)

AGENDA

23/098	Recording	of meetings
Z3/U90	Recording	oi ineeunus

Attention is draw to the Councils policy on recording meetings. Those wishing to record meetings are asked to notify prior to or at the commencement of the meeting if they intend to audio/video record public proceedings. The council will record the meeting.

23/099 APOLOGIES FOR ABSENCE

Any apologies for absence to be accepted by council

23/100 DECLARATIONS OF INTEREST

Members to declare any interests they may have in agenda items that accord with the requirements of the Council's Code of Conduct. To note declared interests and any dispensations granted. Councillors with a disclosable pecuniary interest (DPI) for any agenda item must request in writing, or immediately prior to the commencement of the meeting an interest to the proper officer who may grant a dispensation.

23/101 Public Questions

23/103

(Chairs discretion applies) Members of the public may raise any appropriate matter for report

23/102 Acceptance and approval of minutes of May Full council meeting and the minutes of the 24th May extraordinary full council meeting.

Parish Council Insurance

To note the renewal of the Councils Insurance on 31/05/2023 in accordance with the resolution made at the 24th May meeting.

23/104 Microsoft Office 365 Installation.

To note the completed installation of Microsoft Office 365 suite and the migration of files and data. To advise the new email addresses will be issued as soon as remaining transition work is completed.

23/105 Parish Lengthsman Scheme

To consider the existing structure for accessing the service and to consider if 4 hrs every two weeks are sufficient all year round.

23/106 FINANCE. Account Balances and Schedule of payments.

For Report:

Monthly Bank Reconciliation to 31 May 2023 Lloyds business Account

Opening Balance May 1st £104.289.43 Money in £ 97.70 Money Out £ 21,307.87

Closing Balance May 31st £83,079.26

Money Out		Money In
2 nd May Sprt & Rec Coronation	£ 2,400.00	-

2nd May HMRC £212.00 2nd May Hamdon Youth Group £6,480.00 2nd May Reece Safety Products(Bins) £1,117.69 2nd May Stable Print (Apr News Ltr) £210.00 2nd May Eavis GM (Feb) £666.66 2nd May SALC £290.00 2nd May Clerk March Exp £38.37

> 15th May 500016 £59.50 15th May 500017 £20.40

16th May Service charges £16.94 16th May Refund Apr pay £17.80

19th May PWLB £4,774.85 31st May AJGIBL Insurance £5,101.36

Total Out Total In £97.70 £21,307.87

Account Balances as at 1st June 2023:

Lloyds Business Acc xxxxx860 £ 83,079.26

Lloyds BB Inst Acc xxxxx260 £ 43,968.35

Melton Building Soc £ 33,428.98

Cambridge & Counties £ 23,026.17

For Resolution .:

Invoices Payable:			
Ionos ref 66560003 Website	e	£	14.40
Evis Ground Maintenance	Apr/May Ground Maintenance	£	1,333.32
Stable Print	June Newsletters	£	210.00
All Saints Hall	Hire of Hall 21st and 26th April 1 ½ hrs total	£	15.00
Cllr Merrick	Reimburse Expenses Clerks Leaving Gifts	£	76.00
Cllr Foley	Reimburse Expenses Storage Boxes	£	58.43
•	Total	£	1,707.15

/Payment Pending -Previously loaded onto system

Eavis GM	March Ground Maintenance	£666.66
PCC St Mary	Hire All Saints Hall Ex Meeting/Finance	£ 30.00
SALC Inv 2200	Councillor Training	£ 25.00
Somerset Council	C0065521	£675.25
Stable Print	May Newsletters	£210.00
Clerk	April Expenses	£22.05
	Total	£1,628.96

23/107 PLANNING

SCC/4058/2023 Extension of the Monument Quarry for extraction of Hamstone.

Somerset Council has received the above application and the documents are available on the website Planning Register: Somerset County Council

Comments are welcome by **21 June 2023**, if you need more time to consider this application please contact the Planning Officer as early as possible to agree an extension.

You can Comment, Support or Object to the proposal but material planning reasons must be provided. Any comments made will be taken into account in any Officer recommendation

23/108 Council website

Council asked to consider its nature of website requirements as it now uses a HM Government provided .gov domain which carries a number of additional obligations.

23/109 Motion to exclude the Press and Public

Owing to the nature of agenda items 110,111 and 112, the press and public to be excluded as public discussion of the items would be prejudicial to the public interest by reason of the confidential and/ or commercially sensitive nature of the business to be transacted. Sec. 1 of The Public Bodies (Admission to meetings) Act 1960.

23/110 Staffing Structure

To consider a report on changes to the current staffing structure/ role of Parish Clerk/Proper Officer/RFO

23/111 Grounds Maintenance Contract

To consider a report on awarding the above contract. (See Enclosure)

23/112 Council Office

To consider a report on councils lack of office space or postal address (See Enclosure)

23/113 To note the date of next scheduled council meeting Wednesday 5th July

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, disability, age), The Environment, Crime and Disorder, Health and Safety and Human Rights.