

Stoke St Mary Parish Council

Minutes

Venue:	Village Hall	DATE:	23 rd September 2022 postponed from 14 th September
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CHAired BY: Colin Fisher

CLERKED BY: Chair

PRESENT: Colin Fisher (Chair), Pat Fallance (Vice Chair), Dan Fallance, Rob Hossell, Tania Watt

Minutes:

1. Welcome

2. **Apologies** – Cllrs Sarah Wakefield (SCC), Ross Henley (SCC) and Sue Buller (SWT)

3. **Declarations of Interest** - none

4. **Approval of Minutes of Last Meeting** - agreed

5. **Matters arising** – dealt with in reports

6. **Vote of thanks for Vic Freir and Andrew Rhodes for service to the Parish Council**

7. Reports received:

Chairman:

- **Clerk's appointment;** one application received. Sarah Fisher invited to apply. Agreed to interview w/c 10th October (three Councillors to be involved except the Chair, and Cllr Tania Watt who is away). Chair to circulate script used for interviewing and will organise interviews
CF
- **Training:** Councillors invited to attend training. Cllr Rob Hossell to attend Neighbourhood Planning course
- **LCNs;** will be in place by April 2023; role not yet clear

Highways, Village Hall (Cllr Dan Fallance):

- **Village Hall:** roof refurbishment complete
- **Play Park:** Inspection completed. Report received (Chair to send to DF).
Cllr Dan Fallance should be added as contact in newsletters/website
- **Village signage/speed cameras:** Proposals with costs to be developed

CF
CF/Clerk
DF

Footpaths and Bridleways (Cllr Pat Fallance):

- Greenways path overgrown. No officer in place at SWT
- Broken stile in Stoke Road – needs attention

DF

A358/planning (Cllr Rob Hossell) :

- **A358:** Consultation complete. Position to be developed for DOC
- **Planning:** One application received (Haydon Farm Barn). No Parish Council position.

RH/CF

Finance (Cllr Tania Watt):- see 9. Finance below

8. County and District Councillors reports

- Cllr Sarah Wakefield's (SCC) report to be circulated

CF

9. Finance

- **Assurance, Governance and Accountability Return (AGAR):** Submissions completed and signed at the meeting. To be submitted **TW**
- **Clerk's Payslips and P45 issued**
- **Vat refund being applied for**
- **Pension Regulator form completed**
- **Balances as at 9th September:**
Current a/c £3,840.15
Deposit a/c £7,764.73
- **Invoice for allotment** – TW to check records and issue invoice **TW**

10. Invoices for Payment

- **Invoices agreed** (to be paid by Chair): **CF**
Play Safety £92.40
Parsons 16281 £96.73
Parsons 16087 £101.21
Defibrillator £232.80
- **Budget 2023:** Budget to be drawn up for next meeting **TW/CF**
- Garden bins for memorial garden – Chair to talk to Sue Parsons **CF**
- Query whether money owed for village hall. Cllr Dan Fallance to check. **DF**

11. Clerk's appointment – see 7. above

12. Co-option of new Councillors - Advertising on Parish Notice Boards to continue

CF

13. Queen's Remembrance – Chair to discuss with Jubilee group.

CF

14. Website - Agreed to construct Parish Council website. DF to co-ordinate

DF

15. Unitary council - Agreed for all to keep watch on any Unitary Council news CF to collate for each meeting

All

CF

16. Correspondence – Chair to review emails backlog

CF

17. Topics for future meetings – Standard agenda seems to work

18. Next meeting - 19:30 Thursday 17th November 2022 in the Village Hall

These minutes are agreed by those present as being a true record.

Signed:
(Chair of Parish Council)

Date: