

# Stoke St Mary Parish Council

## Minutes

<b>Venue:</b>	Village Hall	<b>DATE:</b>	23 <sup>rd</sup> September 2022 postponed from 14 <sup>th</sup> September
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<b>CHAired BY: Colin Fisher</b>	<b>CLERKED BY: Chair</b>
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**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 10<sup>th</sup> 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  
CF  
CF/Clerk  
DF
- **Village signage/speed cameras:** Proposals with costs to be developed

#### 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  
RH/CF
- **Planning:** One application received (Haydon Farm Barn). No Parish Council position.

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

*CF*

**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 9<sup>th</sup> 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

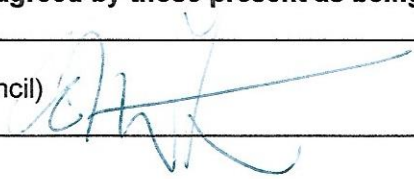
CF

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

**18. Next meeting** - 19:30 Thursday 17<sup>th</sup> November 2022 in the Village Hall

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

Signed:  
(Chair of Parish Council)



Date:

17/11/2022