

Stoke St Mary Parish Council

Minutes of a meeting of Stoke St Mary Annual Parish Council held on Thursday, 16th May, 2024, at Stoke St Mary Village Hall at 7.00pm

The order of the agenda items was amended to allow for the delayed arrival of two Councillors, and the attendance of Cllr Sarah Wakefield (Somerset Council).

Present: Cllrs Fisher, Hossell, Tania Watt
(Cllrs Dan and Pat Fallance joined the meeting later)
One Member of the Parish (MOP)

24.1 Election of Chair.

Colin Fisher was re-elected as Chair, proposed by Cllr Tania Watt and seconded by Cllr Hossell

24.7 Minutes of Last Meeting

The Minutes of the meeting on 21st March 2024 were circulated in advance of the meeting and approved and signed by the Chair

24.8 Finance

a) Balances – as at 10/05/2024:

Current a/c: £11,674.64

Deposit a/c: £35,185.57

Cllr Tania Watt approved the balances

b) Expenditure approval

	£	
Parsons Landscapes (17290 & 17343)	232.30	APPROVED
Village Hall hire (1075)	28.00	APPROVED
Insurance see 24.14 below	483.46	APPROVED
Turfing of Play area – see 24.16 below		
Sainsburys, refreshments for APM (spent under LGA 1972 S111(1))	22.70	APPROVED

c) Transfer of funds to Deposit a/c

It was agreed that £5078.15 would be transferred to the deposit account, this sum is to be allocated for future devolution of services from Somerset Council (as per budget).

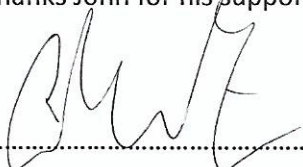
Public Session

An MOP reported that he had completed an audit of the roads in Stoke St Mary, following the Annual Parish Meeting. The Chair thanked him for his work.

Cllr Dan Fallance joined the meeting at 7.15pm

24.9 Internal Audit

The internal audit was completed by John Pugh, who raised no issues. The Parish Council thanks John for his support.

Signed:  (Chair) Date: 18/05/24

24.10 Certificate of Exemption

The Parish Council agreed that it is not eligible for exemption this year as receipts exceeded the limits (due to the play area grants)

24.11 Annual Governance & Accountability Return (AGAR)

The Parish Council approved the AGAR Section 1 form for 2023/24 and this form was signed by the Chair.

24.12 AGAR Section 2

The Parish Council approved the AGAR Section 2 form for 2023/24 and this form was signed by the Chair.

24.13 Electors' Rights

The dates of the Exercise of Public Rights were agreed as 3rd June – 12th July 2024.

Cllr Sarah Wakefield (SC) joined the meeting at 7.20pm

Cllr Wakefield reported back on some of the issues raised at the Annual Parish Meeting (9th May 2024):

- In the event that the A358 project is cancelled, SC will press the government for funding of a Henlade bypass
- Implementation of the 20mph limit in Otterford cost c £800-900, though an objection from an MOP is likely to add £500 to the cost
- Road audit – Cllr Wakefield advised consistency of presentation across parishes. SSM will develop a model.

Cllr Pat Fallance joined the meeting at 7.25pm

- The statutory requirement for publicising planning applications is either/or a) writing to neighbours b) posting notices on site. SC tends to do both. Cllr Wakefield suggest the Parish Council write to Savills requesting that planning notices be posted on site when they bring forward new proposals.

Further;

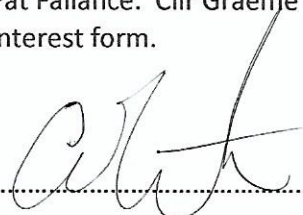
- The Chair asked Cllr Wakefield for an update on the former Taunton Deane nursery, which is now closed. Cllr Wakefield to investigate.
- Cllr Wakefield reported that the planning status for Nexus 25 will be amended and she will report back on this.
- As Lead on Adult Services, Cllr Wakefield explained Somerset Independent Living Centres (SILC) which supports people to continue to live at home. Notices will be posted on parish noticeboards.

24.2 Election of Vice Chair

Patricia Fallance was re-elected as Vice Chair, proposed by Cllr Dan Fallance and seconded by Cllr Hossell.

24.3 Co-option of Graeme Watt to Parish Council

Graeme Watt was nominated to the Parish Council by Cllr Dan Fallance and seconded by Cllr Pat Fallance. Cllr Graeme Watt signed the Acceptance of Office form and Declaration of Interest form.

Signed:  (Chair) Date: 18/7/24

24.4 Councillor Portfolios

Portfolios were allocated as follows:

- Staff Committee** – Cllr Tania Watt, Cllr Hossell and Cllr Dan Fallance
- Finance** – Cllr Tania Watt, the Chair and the Clerk (Responsible Finance Officer)
- Planning/A358/Taylor Wimpey/Nexus/Local Plan** – Cllr Hossell
- Rights of Way** – Cllr Graeme Watt and Cllr Pat Fallance
- Traffic and Highways** – Cllr Graeme Watt
- Village hall/police** – Cllr Dan Fallance
- Play area project** – Cllr Tania Watt and Clerk
- Play area maintenance/inspections** – to be considered at July meeting
- LCNs** – Chair

Councillor training was discussed and it was agreed that all Councillors would participate in a Refresh training session run by SALC on 10th June 2024 at 6pm (to 7.30pm).
Cllr Graeme Watt to attend the Councillor Essentials training session on 11th June 6pm.

24.6 Declarations of Interest - none

24.14 Insurance – agreed to renew with Clear Council (formerly BHIB) on a three year undertaking (see 24.8 b) above)

24.15 Clerk’s Report/action list from previous meeting

- a) **Defibrillator** - no update
- b) **Jubilee Garden** – following conversations with former Councillors, it is believed that management was transferred to Village Hall Committee in 2012, but not minuted. Clerk to confirm with Village Hall Committee that management lies with them.
- c) **ROSPA inspection** – annual inspection booked June but further inspection will follow installation if development project approved
- d) **Website** – name – “StokeStMaryparish.gov.uk” approved

24.16 Play Area Proposal

The Parish Council unanimously approved the project to be delivered by Proludic, and highlighted a) Proludic’s thorough due diligence, site visits, on-site meetings and interaction with villagers, and b) Proludic’s use of local installer who was familiar to Parish Council and could be held to account. Cost of project is £24,950 plus VAT. It was decided not to delegate financial authority to named Councillors, but to phase project so spend can be approved at full Parish Council meetings. Quotation from Parsons for turfing surface accepted (£1150 plus VAT).

24.17 To Receive Reports from Parish Council Portfolios

These issues mostly dealt with at Annual Parish meeting (9th May 2024).

Chair reported that SC has authorised change of Shoreditch speed limit to 30mph, but the cost would be up to £2000 for signage etc. The Parish Council agreed this should be progressed.

Rights of Way – Bridleway T26/13 had remained blocked until the day before meeting. An MOP kindly removed the tree, and the Chair expressed thanks.

Cllr Dan Fallance reported that the litter bin opposite the village hall had been removed.

Clerk to investigate

Signed:  (Chair) Date: 18/7/24

24.18 Planning

Application no 37/24/0004 - Erection of grain/machinery store (Phase 2) on land north of Stoke Road, Stoke St Mary – NO COMMENT

Application no 37/24/0005 - Variation of Condition No. 03 (use of building) of application 37/21/0003 at Grove Cottage, Stoke Road, Stoke St Mary - SUPPORTED

Application no 37/24/0007 - Application to fell one maple and one rowan tree and to carry out management works to two hornbeams, one oak and one damson tree included in Taunton Deane Borough (Stoke St. Mary No.1) Tree Preservation Order 2001 at Greystones, Stoke St. Mary (TD911) - SUPPORTED

24.19 To review and confirm Policy Documents

- a) Code of Conduct – confirmed and adopted
- b) Standing Orders – confirmed and adopted
- c) Safeguarding Policy – confirmed and adopted
- d) Equality and Diversity Policy – confirmed and adopted
- e) Model Publication Scheme – confirmed and adopted with one amendment
- f) Risk Strategy – some amendments, to be reviewed at July meeting
- g) Complaints Policy – confirmed and adopted
- h) Terms of Reference Staff Committee – confirmed and adopted

New model Financial Regulations to be reviewed at July's meeting


24.20 Clerk's Hours – nothing to report

24.21 Annual Parish Meeting

Emerging issue of road audit to be coordinated by Cllr Graeme Watt.

24.22 Date of Next Meeting : Thursday, 18th July 2024 at 7.30pm

The meeting closed at 9pm

Signed:  (Chair)

Date: 18/7/24