

STOKE ST MICHAEL PARISH COUNCIL
Minutes from the meeting held at Stoke St Michael War Memorial Hall on
8th May 2025 starting at 8.34pm

Present: Cllrs John McEntee (Chair), Dan White, Amanda Taylor, Keith Hambly, Anna Mearns, Simon Collins, Phil Howard, and Matthew Rice

Also, in Attendance – Kate Egan – Parish Clerk

1. Welcome by the Chairman.

Cllr John McEntee welcomed everyone to the meeting.

2. Apologies for absence

Cllr Peter Rhodes

3. Absent

No Councillors were absent

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 Parish Council Meeting held on 27th March 2025 and 1st May 2025, previously circulated

The Council **RESOLVED** to accept the minutes of the Parish Council Meeting held on 27th March and 1st May 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 the agenda and the date of the meeting, they may be considered.

No planning applications had been received between the date of the agenda and the date of the meeting.

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

2025/0460/HSE Add a window to the north elevation and a roof light to the west facing roof (part retrospective). Cooks Farm Cottage, Partman's Hill, Stoke St Michael.

Decision Somerset Council granted approval.

10. Grant Applications

(a) Grant application from the Toddler Group for £780.00.

The Council **RESOLVED** to approve the grant application from the Toddler Group for £780.00.

(b) Grant application for Stoke St Michael Event Group for £180.00

The Council **RESOLVED** to approve the grant application from the Stoke St Michael Event Group for £180.00

11. To Be Resolved / Discussed**(a) Approval of quotes from companies provided speed surveys and select a company to run a speed survey in Withybrook**

The Council **RESOLVED** to appoint Road Data Services Ltd to carry out a road traffic survey at Withybrook but this is subject to conversations with the residents affected.

(b) To discuss replacing the bridge on the Millennium Green temporarily with a wooden bridge due to health and safety issues.

There are concerns about the current bridge across the stream on the Millennium Green. Repairs have been carried out but the bridge may be removed due to health and safety reasons. The Councils discussed installing a temporary metal or wooden bridge until a replacement stone bridge can be made. This will be brought back to the next meeting.

(c) To approve the updated Rules and Regulations for the Cemetery

The Council **RESOLVED** to approve the updated rules and regulations for the Cemetery.

12. Clerk / Councillors Report

(a) Update from the Emergency Plan Working Group. **Update** Cllr Phil Howard gave a verbal report, a document is being created which will be brought to next meeting.

(b) Several Councillors met with Anna Sabine (MP) which was a productive meeting, various issues were discussed and Anna Sabine has offered to see if further action can be carried out.

(c) A request was received from Somerset Council asking for locations where white lines were faded or worn in the village. Locations were sent back to the Highways department.

(d) Basic first aid training and defibrillator training is being held at the War Memorial Hall on Saturday 17th May at 10am.

13.. Finance**Bank Balances as at: - 1st May 2025**

Unity Current Account – £8,476.65

Unity Savings Account – £67,139.85

Approval of the Bank Reconciliation as at 31st March 2025

The Council **RESOLVED** to approve the bank reconciliation as at 31st March 2025. Cllr Simon Collins signed the bank reconciliation.

To Note the Budget Review at year end.

The Council **NOTED** the Budget Review at year end.

Receipts

(a) Burial Fees - £146.00 – pd by cheque

(b) Burial Fees - £357.00 – received by bacs on 09.04.25

(c) VAT Refund - £2595.57 – received 08.04.25

(d) Annual Precept - £30,013.00 – received 15.04.25

(e) Bank Interest - £236.18 – received 31.03.25

Payments

- (e) SSM War Memorial Hall – Hall Hire - £59.00 – three invoices
- (f) Unity Trust Bank – bank charges for April - £6.00 – pd by DD 30.04.25
- (g) Do the Numbers – Internal Audit - £260.00
- (h) SALC – Annual Subscription - £461.01
- (i) Ionos – Website Hosting - £13.80 – Pd by DD
- (j) April Salary and expenses for the clerk £457.96
- (k) Primrose Garden Maintenance £772.12
- (l) Unity Trust Bank – Bank Charges - £6.00 – pd by DD

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

14. Correspondence

- (a) May report from Somerset Council – forwarded 01.05.25

15. Matters to report / items for next agenda

There were matters to report or items for the next agenda.

- 16. Date and time of next meeting:** Thursday 19th June 2025 starting at 7.30pm, to be held at the. Stoke St Michael War Memorial Hall.

Meeting closed 9.30pm