

**SOUTH STOKE PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on 26<sup>th</sup> November 2024 at 7:00 p.m.**  
**In The Village Hall**

**Present:** Cllr. P. Beazley-Long (Chair) Cllr. Gary Passmore  
Mr. G. Davis (Clerk) Cllr. Andrew Peters  
Cllr. Mark Knowlton Cllr. Anne Ward  
Cllr. Amanda Page Cllr. Jonathan Woodings

**Others Present:** Ward Cllr. Fiona Gourley

1. **818 Apologies for Absence** – None
2. **819 Declarations of Interest and Dispensations** – None
3. **820 Confidential Matters** – The Parish Council resolved to exclude the Public for item 9 Planning Matters - 22/02169/EOUT - Outline Application with an EIA attached - Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath - Planning Appeal: Appeal Ref: 3349501
4. **821 Minutes of the Parish Council Meeting** held on 24<sup>th</sup> September 2024 – Approved and signed by the Chairman.
5. **822 Minutes of the Parish Council Meeting** held on 22<sup>nd</sup> October 2024 – Approved and signed by the Chairman.
6. **Parish Council Matters**
  - 823 **Staffing – Recruitment of Assistant/Trainee Clerk.** The Clerk reported that two good candidates had applied for the post and that interviews are arranged for the afternoon of Friday 29<sup>th</sup> November. Cllr. Andrew Peters and the Clerk will interview the candidates, and it is expected that we will employ one of them.
  - 824 The Council approved expenditure, within the agreed budget, for two new laptop computers, and for consultancy services from Swan Management Services to establish the working arrangements for the Clerks.
6. **Financial Matters**
  - 825 **RFO Report** – Received and noted. The report was signed by the Clerk and Cllr. Amanda Page.  
Current Account HSBC £9,617.38  
Deposit Account Bath Building Society £8,998.55  
Deposit Acc ex.-Base rate Tracker Bond - Bath Building Society £22,438.95

**826 Receipts since meeting on 24th September 2024**

Reference	Date	From Whom	Particulars	Amount
5	01/10/2024	B&NES Council	Precept Payment Oct 24	9725.00
6	24/10/2024	Contributors	SDDP Contribution	2125.00
7	24/10/2024	Hignett Brothers	South Stoke Lane Clearance	70.92
8	25/10/2024	Contributors	SDDP Contribution	50.00
9	11/11/2024	Contributors	SDDP Contribution	1500.00

**827**

Payments approved as standing payments or at meeting on 24th September, which have now been made.				
Reference	Date	To Whom	Particulars	Amount
BNKChg-Aug	22/09/2024	HSBC	Bank Charges August	8.00
DD266-Aug	25/09/2024	N-Power	Electricity 01/08/24 - 31/08/24	12.76
16:25:13	26/09/2024	Grant Davis	Village Sweeper 26/08/24 to 29/09/2024	591.00
16:27:46	26/09/2024	Mr. G. Davis	Parish Clerk Sept 2024	538.15
15:48:55	21/09/2024	BDO LLP	External Audit Fee	378.00
16:30:02	01/10/2024	HMRC	Month 6 Paye 2024-25	134.60
19:59:43	04/10/2024	Prorsus Limited	Annual Rent South Stoke Allotments	50.00
19:51:45	04/10/2024	ALCA	Clltr Training Amanda Page	40.00
BNKChg-Sep	22/10/2024	HSBC	Bank Charges September	8.00
14:41:48	11/10/2024	Spar logistics - BritishBits	Refurb Telephone Box - Final Payment	1950.00
18:16:59	24/10/2024	Grant Davis	Village Sweeper 30/09/24 to 27/10/2024	472.80
18:20:07	24/10/2024	Mr. G. Davis	Parish Clerk Oct 2024	538.15
16:30:10	24/10/2024	Glasdon	Large Bin Liner Bags	50.18
DD266-Sep	25/10/2024	N-Power	Electricity 01/09/24 - 30/09/24	13.86
18:22:35	01/11/2024	HMRC	Month 7 Paye 2024-25	134.60
14:22:38	14/11/2024	Swan Management Svces	Annual Domain Service Fee	240.00
DD-ICO	14/11/2024	Information Commissioner	Data protection Registration Renewal 2024-25	35.00
14:28:00	20/11/2024	Glasdon	Bal of S1896185 not on Credit CR30002	15.00
19:52:08	21/11/2024	Renew Planning	Preparation of SoC	3330.00
13:40:46	21/11/2024	Grant Davis	Village Sweeper 28/10/24 to 24/11/2024	749.25
13:43:49	21/11/2024	Mr. G. Davis	Parish Clerk Nov 2024	719.75
BNKChg-Oct	22/11/2024	HSBC	Bank Charges October	8.00
DD266-Oct	28/11/2024	N-Power	Electricity 01/10/24 - 31/10/24	14.70
13:46:49	01/12/2024	HMRC	Month 8 Paye 2024-25	179.80

**828 Payments for approval, which have been made since 26th November 2024 or are yet to be made. NONE**

**829 Community Infrastructure Levy (CIL) Funds** – The RFO reported that no further CIL Payment is due from the Sulis Down development 17/02588/EFUL

- 830 South Stoke Parish Council resolved to make the Local Council Pay award to increase the Clerk's Hourly rate from £14.95 to £15.58 backdated to 1st April so giving back pay of £198.45, and to increase the Parish Sweeper's Hourly Rate from £11.82 to £12.45 backdated to 1st April giving back pay of £189.00.

## 7. General Parish Matters

- 831 **Midford Telephone Box** – It was reported that the refurbishment of the Telephone Box is complete, and that it awaits collection and installation. This is expected in the next two weeks.
- 832 **Request for Defibrillator in Midford** – Cllr. Mark Knowlton reported that the British Heart Foundation grant application had been turned down. He is seeking alternative avenues for funding the project.
- 833 **Midford Parish Council Notice Board** – The Midford Parish Council noticeboard has been removed because the wall on which it was located has been demolished. The Clerk has not yet re-sited it on the opposite side of the road, on posts, next to the Grit Bin. The Clerk will liaise with Cllr. Mark Knowlton to arrange a suitable time for its re-installation.
- 834 **Village Hall** – The Village Hall Management Committee reported that they had sufficient funds for the Thermal Insulation, and have gone ahead and done this.
- 835 **Allotments** – The Clerk has written to the tenant with the uncultivated plot, at the time of the meeting there had been no reply, but discussions are ongoing.
- 836 **Police liaison and Neighbourhood Watch** – There was a report of a House Break-in and a Break-in to car. Cllr. Jonathan Woodings has met with Sue Dawson and they are looking to re-establish the Beat meetings at the Packhorse. There is a Coffee morning on 3<sup>rd</sup> December. In Midford, a resident is trying to set up a Neighbourhood watch group.
- 837 **Churchyard** – The necessary repairs to the Southern Wall have been completed. The North Wall is not considered to be at risk of any collapse, but could be considered for repair using the Churchyard Agency Fund balance.
- 838 **Website and IT Upgrades – Transfer of Domain and e-mails** – All Councillors have confirmed that they are now using the new southstokepc.org e-mail address, and this now completes this process.
- 839 **.Gov.UK Domain** – The Clerk is progressing the acquiring of a .Gov.UK Domain for the website and e-mails with support from Swan management Services (David Bewick). There is a £100 grant available, so the total cost of doing so will be just £5. Use of SouthStoke-PC.gov.uk is recommended best practice as it is far more secure and professional.
- 840 **Noticeboard for Sulis Down** – Vistry have agreed to procure and install this to the agreed location in the Play Area.
- 841 **Litter bins, Parish Litter and Sweeping in Sulis Down** – It is not thought possible to progress these matters at this point in time, both being the responsibility of the appointed Management Company

## Footpaths and Open Spaces

- 842 **Footpaths** – No further report.
- 843 **Village Green** – It was agreed, that on Receipt of a grant of £800 from the Village Fete Committee, the Parish Council would purchase two new Marquees at a cost of £1,141.67 (plus VAT) using the Parks and Open Spaces Budget for the £341.67 difference.

## 8. Planning Matters

- 844 **Planning Update - 22/02169/EOUT** - Outline Application with an EIA attached  
Parcel 4234 Combe Hay Lane Combe Hay Bath - Outline application for Phases 3 and 4 for up to 290 dwellings; landscaping; drainage; open space; footpaths and emergency access  
Appeal Ref: 24/00036/RF Application Ref: 22/02169/EOUT Planning Inspectorate Appeal Ref: 3349501  
Parish Council participation as Rule 6 party confirmed.
- 18 November - Statement of Common Ground – Submitted on time.
  - 2 December - Case Management Conference – Attended. The Clerk, together with the Combe Hay Clerk were instructed to sign the Client care letter to engage the Barrister. Cllr. Malcolm Austwick – Chair Combe Hay Parish Council is the designated single point of contact for the Barrister.
  - 16 December - Confirmation of venue and webpage for hosting of the event and appeal documents.
  - 31 December - Proofs of Evidence due, along with core documents, initial draft S106 agreement, and draft agreed conditions
  - 7 January - Copy of inquiry notification documents due
  - 14 January - Final draft S106 including relevant office copy entries and CIL compliance statement, plus final timing estimates, draft programme, and any addendum SOCG or necessary rebuttals.
  - 28 January - Inquiry opens at 10am  
Cllr. Andrew Peters will liaise with Combe Hay Parish Council and other parties to ensure the available funds are allocated to the correct Parish Council to meet the above costs of drafting, provision and attendance.

## **Applications Received**

- 845 24/03815/FUL - Hodshill House, Hodshill, South Stoke, Bath BA2 7ED - Provision of domestic Solar Array and 4No Air Source Pumps - No Comment to make.**  
**24/00781/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - Internal works as described in Design and Access Statement (Retrospective). - No Comment to make.**
- 846 Decisions Pending**  
**24/00781/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - Internal works as described in Design and Access Statement (Retrospective).**  
**23/04626/FUL & 23/04627/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - Installation of replacement front and rear gates (Retrospective).**  
**23/04627/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - External alterations for the installation of replacement front and rear gates (Regularisation).**  
**23/02444/FUL - Hazel Elm, Old Midford Road, Midford, Bath BA2 7BY - Erection of a replacement dwelling, to follow removal of existing house and outbuildings.**
- 847 Planning Decisions by B&NES**  
**24/03411/FUL - Parsonage Barn, Packhorse Lane, South Stoke, Bath BA2 7DL - Replacement of existing windows and doors. PERMITTED**
- 848 Enforcement Update**  
**23/00242/UNDEV – Manor Farm Old School Hill South Stoke Bath - unauthorised gates – See 23/04626/FUL & 23/04627/LBA - Above**
- 849 Planning Appeals**  
**Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath**  
**Appeal Ref: 24/00036/RF Application Ref: 22/02169/EOUT Planning Inspectorate Appeal Ref: 3349501**
- 850 Other Planning Matters to Report**  
**Parish and Town Council Briefing – Resetting the B&NES Local Plan**
- 9. Highway Matters**
- 851 A36 Limpley Stoke – closure for carriageway repairs and stabilisation - Residents continue to report on the serious issues being encountered. Monkton Combe Parish Council, together with Ward Cllr. Fiona Gourley are pursuing these vigorously with both B&NES Highways and National Highways. There is little if anything this Parish Council can add to those efforts.**  
**Southstoke Lane and Village – Nothing to Report**
- 852 Midford Road/Village – Midford Residents have requested Radar Speed Signage. Cllr. Mark Knowlton reported that the Speed watch group are progressing this matter.**
- 10. B&NES Matters**
- 853 Parish Liaison Meeting – Next meeting Wednesday 19 March 2025.**
- 854 Bath Preservation Trust – Monthly and other Newsletters have been circulated.**
- 11. Other Matters to Report**
- 855 Resignation of Cllr. Paul Beazley-Long – Cllr. Paul Beazley-Long resigned as Councillor at the end of the meeting. The Council thank him for his very significant contribution to the Parish, and wish him well. The Clerk will advertise the vacancy, so that a Co-option could be made at the next meeting.**
- 12. 856 Correspondence Received**  
**Rainwater flooding The Lodge BA2 7DL – It has not been possible for B&NES Highways or the Parish Clerk to diagnose the problem. We will continue to monitor in the hope that a solution might emerge.**
- 13. 857 Dates for Future Meetings – The following dates were confirmed for the year's meetings:-**  
Tuesday 21st January 2025 – 7:00 p.m. - Parish Council Meeting – Budget & Precept  
Tuesday 25th March 2025 – 7:00 p.m. - Parish Council Meeting  
Tuesday 22nd April 2025 – 7:30 p.m. – Annual Parish Meeting  
Tuesday 20th May 2025 – 7:00 p.m. – Annual Parish Council Meeting
- The meeting closed at 22:10 p.m.**