# SOUTH STOKE PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 22th July 2025 at 7:00 p.m.**
**In The Village Hall**

**Present:** **Cllr Mark Knowlton** **Cllr Andrew Peters**
**Cllr. Ned Garnett** **Cllr. Anne Ward**
**Cllr. Amanda Page** **Cllr. Johnathon Wooding**
**Mr. G. Davis (Clerk)** **Mr. Andrew Walker (Asst. Clerk)**

1. **010 Apologies for Absence** – Cllr. Gary Passmore.
2. **011 Declarations of Interest and Dispensations** – None
3. **012 Confidential Matters** – None

**5. Financial Matters**

**013 RFO Report –** Received and noted. The report was signed by the Clerk and the Chairman.

**014 Balance per Bank Statements as at 01/07/2025**

| | |
|---|---|
| Current Account HSBC | £17,604.37 |
| Deposit Account Bath Building Society | £15,613.71 |

**015**

| **Receipts since meeting on 20th May 2025** | | | | |
|---|---|---|---|---|
| **Reference** | **Date** | **From Whom** | **Particulars** | **Amount** |
| 2 | 11/06/2025 | B&NES Council | Vegetation Cutting | 518.88 |
| 3 | 15/06/2025 | Residents | Contributions to Midford Defibrillator | 410.00 |
| 4 | 16/06/2025 | Residents | Contributions to Midford Defibrillator | 380.00 |
| 5 | 17/06/2025 | Residents | Contributions to Midford Defibrillator | 250.00 |
| 6 | 18/06/2025 | Residents | Contributions to Midford Defibrillator | 120.00 |
| 7 | 21/06/2025 | Residents | Contributions to Midford Defibrillator | 120.00 |
| 8 | 22/06/2025 | Residents | Contributions to Midford Defibrillator | 100.00 |
| 9 | 23/06/2025 | Residents | Contributions to Midford Defibrillator | 70.00 |
| 10 | 24/06/2025 | Residents | Contributions to Midford Defibrillator | 200.00 |
| 11 | 30/06/2025 | Residents | Contributions to Midford Defibrillator | 150.00 |

**016**

| **Payments approved as standing payments or at meeting on 20th May which have now been made.** | | | | |
|---|---|---|---|---|
| **Reference** | **Date** | **To Whom** | **Particulars** | **Amount** |
| BankChgApr25 | 22/04/2025 | HSBC | Bank Charges April 2025 | 8.00 |
| SSPCMAY25GBD | 22/05/2025 | Grant Davis | Pay Advice 28th April to 25th MAY 2025 | 498.00 |
| SSPCMAY25AW | 22/05/2025 | Andrew Walker | Pay advice MAY 2025 | 374.00 |
| SSPCMAY25AW | 22/05/2025 | Andrew Walker | Pay advice MAY 2025 | 374.00 |
| 034PZ001752802602 | 02/06/2025 | HMRC Paye/NIC Cumb | Month 2 Paye 2025-26 | 214.07 |
| Pavement reinstate | 23/05/2025 | Bob McGrain | Expenses - Reinstate Phone Box Pavement | 146.79 |
| Subs-2025-035 | 29/05/2025 | ALCA LCA | Membership 2025-26 | 187.87 |
| 11753 G Davis | 29/05/2025 | SLCC | Membership G Davis 2025-26 | 102.88 |
| 2031 InternalAudit | 29/05/2025 | Summer Lane Books | Internal Audit Fee | 130.00 |
| IA Lunch | 29/05/2025 | Mr. G Davis | Internal audit Lunch expenses | 10.80 |
| 544780169 | 29/05/2025 | Zurich Insurance | Insurance Renewal 2025-26 | 396.00 |
| DD-BPT | 02/06/2025 | Bath Preservation Trust | Membership | 15.00 |
| SSPCJUN25GBD | 26/06/2025 | Grant Davis | Pay Advice 26th Mal to 25th Jun 2025 | 622.50 |
| SSPCJUN25AW | 26/06/2025 | Andrew Walker | Pay advice Jun 2025 | 374.00 |
| SSPCMAY25GD | 26/06/2025 | Geoffrey Davis | Pay advice Jun 2025 | 373.80 |
| Inv - 22877 | 26/06/2025 | ALCA Course Fee | Essential Councillor Training | 45.00 |
| 034PZ001752802603 | 01/07/2025 | HMRC Paye/NIC Cumb | Month 2 Paye 2025-26 | 232.94 |
| BankChgMay25 | 22/06/2025 | HSBC | Bank Charges May 2025 | 8.00 |
| DD-CPRE | 23/06/2025 | CPRE | CPRE Annual Subs | 60.00 |

**017 Community Infrastructure Levy (CIL) Funds –** The Clerk reported that the Uncommitted Balance of CIL Funds now stands at £1,392.92

**6. General Parish Matters**

**018 Midford Telephone Box** It was reported that the work on the Midford Telephone Box has been completed.

**019 Midford Defibrillator** – £1,800 has been received in donations (with the expected cost for the Defibrillator being £1,166) and has been accounted for by the clerk. The Clerk was asked to raise the Purchase Order to the British Heart Foundation for the Defibrillator and Cabinet.
Some costs are envisioned for internal fittings – shelves etc, but no further expenditure is anticipated. It was reported that the Ward Councillor has access to an "empowerment" fund of £300 which could be used to support and maintain the Defibrillator. The Ward Councillor will provide details, and the council will apply for this support. It is noted that the ongoing electrical supply will be provided from the Hope & Anchor Pub. A full quote for the electrical installation has been received and on this basis a Purchase Order will be made by the Clerk for it's provision.

**020 Village Hall –** Nothing further to report. The Parish Council would like to use the Village Hall office and use the address as that of the Council.

**021 Allotments** – Some improvements to the state of the allotments were reported. However, there are still 5 allotments that are overgrown and not well maintained. It was noted that there is a waiting list of potential allotment tenants. The council is concerned and instructed the Cllr Ward and the Clerk to give written notice to the relevant tenants such that, subject to inspection they will be required to give up the unmaintained/unutilised allotments. A further communication will be sent to all allotment holders reminding them of their responsibilities and that allotments will be subject annual inspection. This will be done as a routine letter with the reminder for allotment rent in January and will include a note that "renewal is not automatic".
It was also noted that the issue of the provision of allotment on the Sulis Down development remains outstanding.

**022 Police liaison and Neighbourhood Watch** – Nothing to report.

**023 Churchyard** – Nothing to report at this meeting.

**024 Noticeboard for Sulis Down** –Still outstanding. The Ward Councillor will be meeting with the chairman of the Sulis Down Residents Association and also with the Management Company (Vistry) on this matter.

**025 Telecom Infrastructure** – The population of multiple unsightly "boxes" on a telegraph pole behind Victoria Cottages was reported by Cllr Ward; who has attempted to contact BT. She will contact the BaNES Conservation Officer, as well a chasing Open Reach for a resolution.

**7. Footpaths and Open Spaces**

**026 Annual Footpath Audit** – Some of the Audit remains outstanding. When it is complete – Cllr Ward will forward it to BaNES. Cotswold Wardens have been cleaning some footpaths (as part of/preparation for the Packhorse "Keg Run"). A donation has been requested. It was agreed that a donation of £100 will be provided by the council. Details of the contact will be obtained by Cllr Ward. An invoice will be required for a payment to be made.

**027 Bulls in Field Signage –** Item complete, following consultation with BaNES the signs in place are legitimate.

**028 Village Green Telephone Box** – Purchase Order for re-paining was approved and has been sent by Clerk.

**8. Planning Matters**

**029 Sulis Down Development** – Cllr Garnett provided an update which will be circulated to council members.

**Applications Received**

**030 25/02622/FUL - Bridge Farm, Anchor Lane, Combe Hay, Bath, BA2 7EE - Erection of single storey front extension and alterations to fenestration of existing dwelling following demolition of existing extensions.**– No objection/No comment

**031 25/02569/FUL - Tuross, 174 Midford Road, South Stoke, Bath, BA2 5SF -** Erection of single storey side orangery extension – No objection/No comment.

**032 Decisions Pending**

**25/01742/FUL - Pound Cottage, Southstoke Lane, South Stoke, Bath BA2 7DN -** Internal re-configurations to ground, first and attic plans. Conversion of garage into ancillary accommodation. Extension to first floor living accommodation to include boot room, library, garden/ study room and shower room. Replacement windows and rainwater goods throughout. Refurbished first floor roof, rooflights incorporated. Alternations to boundary wall to ease access into property**.**

**25/00567/FUL Symfield, 163 Midford Road, South Stoke, Bath BA2 5SA** - Erection of rear and side two storey extension.

**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).

**22/01370/FUL - Parcel 4234, Combe Hay Lane, Combe Hay, Bath -** Creation of new allotments including associated facilities and landscaping, including access serving the allotments.

**25/00570/CONSLT - Castle Farm, Midford Road, Midford, Bath BA2 7PU -** Consultation request from Woodlands Champion Club for the operation of a certified exempted camping and caravan site under paragraph 5 of the first schedule, Caravan Sites and Control of Development Act, 1960 at Castle Farm, Midford Road, BA2 7PU (following no objection to 24/00268/CONSLT)

033 **Planning Decisions By B&Nes And Wiltshire**
**25/01612/FUL - Russell House, Packhorse Lane, South Stoke, Bath BA2 7DW -** Erection of roof terrace with internal access stair to the rear flat roof extension to Russell House, repairs and new flat roof to the existing garden shed built up to the rear boundary with Victoria Cottages. **Application Refused.**

034 **ENFORCEMENT UPDATE**
**23/00242/UNDEV – Manor Farm Old School Hill South Stoke Bath -** unauthorised gates – See 23/04626/FUL & 23/04627/LBA - Above
**PLANNING APPEALS** - None
**Other Planning Matters To Report**

035 **Local Plan** – A revised Local Plan is in the process of development. This will include consultation with Parish Councils. SSPC will make a submission to ensure that they are a party to any future developments, even if they are not in the initial plan. The option of developing a Neighbourhood Plan was briefly considered but not pursued. A Housing Needs Survey may form part of the development of the Local Plan. The Ward Cllr will provide a template for SSPC to complete the survey.

036 **Housing Development Boundary Review** – No amendments to the existing review. The PC are happy with the existing boundary. The Cllrs will develop a response which will be co-ordinated by Cllr Garnett. The Clerk will promulgate in "Parish Online".

037 **Ivy Cottages Passage, Parcel 8120 & PRoW BA22/9**– the Clerk was asked to forward the details to B&NES Planning Enforcement for consideration and an opinion.

**9. Highway Matters:**

038 **A36 –** The A36 has reopened. The PC will continue to monitor the situation.
**Southstoke Lane and Village** - Nothing to report.

039 **Midford Road/Village** – A grant has been received for SID32 device(s) from the Avon and Somerset Police Community Trust. The Purchase Order will be raised for their purchase and brackets to support them. The Ward Cllr will liaise with Highways (BaNES) to progress their installation and operation.

040 **Cotswold National Landscape** – The provision of signage for the Cotswold National Landscape was discussed. Cllr Garrett has completed extensive research on the availability and the potential location of signage – at the entrance to Southstoke Lane. Costs of £1,360 £1,500 are anticipated. BaNES Highways will be contacted for their advice and approval – The Ward Cllr will investigate.

**10.** 041 **BaNES Matters** – A Parish Liaison Meeting was held – 16th July 2025. The Local Plan was discussed. Also, Renewable Energy Schemes, but the limitations created by the AONB was noted.

**11. Other Matters to Report** – None.

**12. Correspondance Received.**

042 **WERN** – Grant funding Rural Community Buildings. The council considered if there were any potential for applications. The Village Hall was considered with the conversion of the storeroom into an office, and as the postal address for the Parish Council. The Grant details were forwarded to Cllr. Andy Peters.

043 **Green Canopy Project** – Has been forwarded to Cllr. Anne Ward for consideration.

**13. Dates for Future Meetings** – The following dates were agreed for the coming year's meetings:-

Tuesday 23rd September 2025 – 7:00 p.m. - Parish Council Meeting
Tuesday 25th November 2025 – 7:00 p.m. - Parish Council Meeting
Tuesday 13th January 2026 – 7:00 p.m. - Parish Council Meeting – Budget & Precept
Tuesday 24th March 2026 – 7:00 p.m. - Parish Council Meeting
Tuesday 14th April 2026 – 7:30 p.m. – Annual Parish Meeting
Tuesday 12th May 2026 – 7:00 p.m. – Annual Parish Council Meeting

**The meeting closed at 21:20 p.m.**