,

SOUTH STOKE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 23rd September 2025 at 7:00 p.m.
In The Village Hall

Present: **Cllr. Mark Knowlton (Chair)** **Cllr. Andy Peters**
Cllr. Ned Garnett **Cllr. Anne Ward**
Cllr. Amanda Page **Cllr. Johnathon Woodings**
Cllr. Gary Passmore
Mr. G. Davis (Clerk) **Mr. Andrew Walker (Clerk)**

Others Present: **Ward Councillor, Fiona Gourley**

1. **044 Apologies for Absence** – None.
2. **045 Declarations of Interest and Dispensations** – None
3. **046 Confidential Matters** – None
4. **047 Minutes the Parish Council Meeting** held on 23rd July 2025 **–** Approved and signed by the Chairman.
5. **Financial Matters**

048 Conclusion of Audit for the Financial Year to 31st March 2025

BDO LLP have concluded the Audit for the year ended 31st March 2025 and we have received the External Auditor's Report and Certificate 2024/25. The certificate and Notice of Conclusion of Audit have been posted on Noticeboards and on the Website.

The External auditor's limited assurance opinion 2024/25 is given as:-

On the basis of our review of Sections 1 and 2 of the Annual Governance and accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Following the Internal auditor's review of the council's processes and controls, some recommendations were raised. We have reviewed these recommendations and endorse them.

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

050 Balance per Bank Statements as at 01/09/2025

Current Account HSBC	£17,885.72
Deposit Account Bath Building Society	£15,613.71

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Receipts since meeting on 22nd July 2025				
Reference	**Date**	**From Whom**	**Particulars**	**Amount**
12	03/07/2025	Residents	Contributions to Midford Defibrillator	50.00
13	16/07/2025	Residents	Contributions to Midford Defibrillator	20.00
14	01/08/2025	A&S Police Comm Trust	Grant RADAR Speed Signs	5000.00

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Payments approved as standing payments or at meeting on 22nd July which have now been made.				
Reference	**Date**	**To Whom**	**Particulars**	**Amount**
SSPCJUL25GBD	24/07/2025	Grant Davis	Pay Advice 30 Jun to 27 Jul 2025	498.00
SSPCJUL25AW	24/07/2025	Andrew Walker	Pay advice Jul 2025	374.00
SSPCJUL25GD	24/07/2025	Geoffrey Davis	Pay advice Jul 2025	374.00
034PZ001752802604	01/07/2025	HMRC Paye/NIC Cumb	Month 4 Paye 2025-26	214.07
BankChgJun25	22/06/2025	HSBC	Bank Charges Jun 2025	8.00
DD-AWT	15/07/2025	Avon Wildlife Trust	Membership 2025 -2026	48.00
S-INV-011827	25/07/2025	BHF	BHF Defibrilator	1291.34
SSPCAUG25GBD	28/08/2025	Grant Davis	Pay Advice 28 Jul-29 Aug 2025	622.50
SSPCAUG25AW	28/08/2025	Andrew Walker	Pay advice Aug 2025	374.00
SSPCAUG25GD	30/08/2025	Geoffrey Davis	Pay advice Aug 2025	373.80
034PZ001752802605	01/09/2025	HMRC Paye/NIC Cumb	Month 5 Paye 2025-26	232.94
BDO LLP INV-00724217	28/08/2025	BDO	Annual Audit	378.00

053 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

054 **Midford Telephone Box** - It was reported that this is now complete, but that the final use for the box has yet to be decided. There are believed to be some further items of expenditure yet to claimed, and Bob McGrain and Mick Devenish are asked to submit claims as soon as they can so they are not forgotten. It is also likely that there will be further minor expenditure once the eventual usage has been agreed.

055 **Defibrillator in Midford** – The Defibrillator itself has been purchased at a cost of £1,076.12 and delivered. Installation has been ordered at a cost of £893.49, and is awaited. (both costs ignore VAT as the Council will re-claim this in due course). There are also expected to be some further minor sundry costs and expenses. Midford Residents generously donated a total of £1,870 towards the project, and the Parish Council will meet the remaining £99.61 and the sundry costs and expenses.

056 **South Stoke Phone Box re-painting** – The re-painting if the South Stoke Phone Box is complete, and a truly excellent job has been done by Mark Baker. We await his invoice, and sundry costs, for early settlement. It was also noted that the White Railings have been painted, organised by Cllr. Anne Ward, and her expenses will also be met promptly. We thank the residents who gave their time to do this much needed maintenance.

057 **Allotments – Poorly Maintained plots** – Notice was served on a number of plot holders, and this has resulted in some progress on this matter. Cllr. Anne ward and the Clerk continue to progress this matter with plot holders and will continue to make improvements in the condition of plots with new and existing tenants.

058 **Telecom Infrastructure** – Cllr Ward is continuing to communicate with relevant parties, and will seek advice from former Chair Mark Dunningham.

059 **Police liaison and Neighbourhood Watch** Avon & Somerset Police - Events and Security Update - January 2025 (Note to Local Authorities) – Received and Noted.

060 **Noticeboard for Sulis Down** – The Clerk and Cllr. Gary Passmore continue to chase this with Vistry and it is hoped that we will achieve a NoticeBoard before Vistry exit the site.

7. Footpaths and Open Spaces

061 **Millenium Viewpoint –** The Clerk was asked to discus and agree substantial repair and refurbishment with Charles Highnett, Cllr. Andy Peters, and IdVerde or other suppliers if necessary, and to bring costs and proposals to the Council.

062 **Contribution to Cotswold National Landscapes** – The agreed donation of £100 to the Cotswold National Landscapes Countryside Fund for future Warden initiated projects has been made, inrespect of their work in clearing footpath BA22/10 for the South Stoke Keg Race.

063 **Signage for the Cotswold National Landscapes** – SouthStoke Lane – Cllr. Ned Garnett has received quotes for the Stone, Plaque, and Installation totalling £2,400, and has a promise of funding from Cotswold National Landscapes of £1,600 (to be used by end of financial year). He is awaiting permission from B&NES Highways for the installation.

8. Planning Matters

Applications Received

064 **25/03469/FUL - Beeches , Old Midford Road, Midford, Bath, BA2 7DQ -** Erection of single and two-storey extensions to rear and side of house following demolition of conservatory. Proposed open air swimming pool and pool building.

South Stoke Parish Council **OBJECT** to this application because we are concerned that the Volume Increase on the original building is well beyond the accepted 30% norm. No Volume Calculations have been provided, nor has any justification for such a proposal.

Further we believe the statement that no Bio-Diversity Net Gain statement is required is incorrect, and that such a statement should be prepared and submitted.

Finally, we are concerned that the Orchard is agricultural land, and not part of garden of the main property.

Reference number:- C31734

065 **25/02948/FUL - Tregonhawke , Packhorse Lane, South Stoke, Bath BA2 7DW** - Widen existing balcony

28/08/2025: South Stoke Parish Council OBJECT to and express their concerns regarding this application, not least because there is no Planning Statement to show that very important Planning, Environmental, and Privacy matters have been considered.

The proposed balcony is in the very Centre of the South Stoke Conservation Area and will be highly visible and prominent, (more so than the existing balcony, which is primarily the access to the property), because it projects much further beyond the host dwelling. There is no discussion of what lighting is proposed, and we do not believe that this will be none.

The centre of the Village is an important Bat Corridor and the issue of lighting must be addressed within the application in order that appropriate protection is in place for this and other important species.

From the plans provided it is now clear that there exist lines of sight from the front of the proposed balcony to both the immediate neighbouring properties of Upper Cottages and Sumus In Summo. Also, there will be increased visibility into to the gardens of the opposite properties such as the Priory.

When this was proposed for Churchview, the third of these bungalows, there were fewer privacy issues, and extensive screening has been installed for both the privacy of the Residents of Churchview itself, and particularly the adjoining property Sumus In Summo.
Furthermore, the under croft of the Churchview Balcony was considered to count as volume increase to the property and duly considered accordingly.

Other Planning Matters to Report

066 **Local Plan** – Whist there have been no sites for development identified within or near the Parish, The Parish Council will be making a full response to the Consultations.

9. Highway Matters

067 **Midford Road/Village**

RADAR Speed Signs – The grant of £5,000 has been received from the Avon & Somerset Police Community Fund and the Radar signs have been ordered at a cost of £4242.10 (excl. VAT) and received. Installation requires a Section 32 agreement with B&NES Highways, and it is not know what the cost of this and subsequent installation will be. Together with further items for the scheme, such as Village Gates, Wireless connection options, and Mounting Brackets, the total cost will significantly exceed the £5,000 from the A&SP Community Fund. The Clerk was asked to make an application to the Ward Councillors Community Empowerment Fund for this works and items. The Parish Council will then meet the likely residual costs over and above these two grants.

10. B&NES Matters

068 **Parish Liaison Meeting** – Next Meeting 15th October 2025 18.30

069 **Parish Election & By-Election Recharges** - The Council has received notice that any Contested Election or By-Election will be re-charged at £1,391 and £1,854 respectively.

11. 070 Dates for Future Meetings – The following dates were agreed for the coming year's meetings:-

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 21:40 p.m.