



**OVER STOWEY ANNUAL MEETING**  
**OF THE PARISH COUNCIL**

Minutes of the Annual Meeting of the Parish Council  
held on 15<sup>th</sup> May 2017 in the Village Hall

*Please note that these minutes are draft until approved  
at the 19<sup>th</sup> June 2017 Meeting*

Present:	Parish Councillor	R Curtis (Chairman) K Barrow M Cavill P Tully J White D Peaster
	District Councillor	J Pay
	Distict and County Councillor	M Caswell

**1. To elect a chairman**

Councillor Curtis left the room to allow the remainder of the Parish Council to discuss. Councillor Tully recommended that Councillor Curtis continues as Chairman, to which all members present agreed.

Proposed by Councillor Tully  
Seconded by Councillor Peaster

**2. To receive a statutory declaration of office from chairman**

Clerk handed out the form to the elected Chairman which was signed.

**3. To permit any unsigned declarations of office to be signed at a later specified date**

Proposed by Councillor Barrow  
Seconded by Councillor Cavill

**4. Apologies for Absence**

Councillor B Bartlett

**5. To elect a vice chairman**

Councillor White proposed that Councillor Barrow continue as vice-chairman to which all members present agreed.

Proposed by Councillor White  
Seconded by Councillor Cavill

**6. To agree the following representatives for the following groups and receive Declaration of Acceptance from members**

- a) Forestry – Councillor Bartlett
- b) Planning – Councillor Tully, Councillor White and Councillor Peaster
- c) Village Hall & Recreation Ground Committee – Councillor Tully and Councillor Barrow
- d) Messenger – Councillor White
- e) Footpaths – Councillor Cavill

Declarations of Acceptance were signed by Councillors Keith Barrow, Patrick Tully, John White, Duncan Peaster and Morley Cavill.

As agreed in item 3, the unsigned declarations can be completed at a later specified date. This will be at the next meeting to be held on Monday 19<sup>th</sup> June 2017.

**7) To receive the Council's financial statement for the year ending 31st March 2017**

- i) To Approve the Annual Accounts for year ending 31<sup>st</sup> March 2017

The documents were distributed to the members by the Clerk to review and were agreed.

Proposed by Councillor Barrow  
Seconded by Councillor Tully

- ii) To approve the sending of the External Audit by Special Delivery to Grant Thornton

Proposed by Councillor Barrow  
Seconded by Councillor Tully

**9) To approve the minutes of the parish council meeting held on Monday 10<sup>th</sup> April 2017**

Proposed by Councillor White  
Seconded by Councillor Cavill

**10) Correspondence**

None received

**11) Items for discussion**

- Agree annual insurance renewal

Proposed by Councillor Barrow if able to reduce premium  
Seconded by Councillor Tully

- Update from Councillor Bartlett from the Cockercombe User Group meeting (to be held April 20<sup>th</sup> 2017) – will update at June 2017 meeting

- It was also noted at this point that Mr. Ince has undertaken the brush cutting training and has already cleared the area opposite the Cottage Inn. The members are grateful to him for doing this and requested that the Clerk e-mail Mr. Ince to extend their thanks to him.

## **12. Matters Arising for the Agenda for May 16th 2016 meeting**

Unsigned declarations to be completed by Councillor Bartlett.

Update from Councillor Bartlett from the Cockercombe User Group meeting.

Councillor Peaster has noticed that the give way lines at Aley and the Campbell rooms have faded and are not very visible. The Clerk will contact Highways to inform them of this.

## **13. Planning**

- Application no. 40/17/00005

After reviewing the plans, the members responsible for planning issues agreed they had no objections to them.

## **14. Financial Matters**

### **A. Clerks Wages £146.98**

Proposed by Councillor Tully  
Seconded by Councillor Cavill

**B. Insurance renewal £303.64** (after contacting the insurance company, the renewal cost is now £294.74)

See under item number 11

**C. Internal Auditor fee £25.00**

Proposed by Councillor White  
Seconded by Councillor Cavill

**15. Date of Next Meeting – Monday 19<sup>th</sup> June 2017.**

**Amanda McMurren**  
**Clerk to Over Stowey Parish Council**

To: Members of the Parish Council Cllr R Curtis, Cllr B Bartlett, Cllr D Peaster, Cllr K Barrow, Cllr M Cavill, Cllr J White, Cllr P Tully, County Cllr J Edney, District Cllr M Caswell, District Cllr J Pay