



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

Minutes of the Annual Meeting of the Parish Council  
held on 16<sup>th</sup> May 2016 in the Village Hall

*Please note that these minutes are draft until approved  
at the 20<sup>th</sup> June 2016 Meeting*

Present:	Parish Councillor	R Curtis (Chairman) K Barrow M Cavill P Tully J White
	District Councillor	J Pay
	County Councillor	J Edney

**1. To elect a chairman**

Councillor K Barrow took the Chair and recommended that Councillor R Curtis remain as Chairman.

This was proposed by Councillor P Tully and seconded by Councillors K Barrow, M Cavill and J White.

**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 P Tully  
Seconded by Councillor J White

#### **4. Apologies for Absence**

Councillor D Peaster  
Councillor B Bartlett

District Councillor M Caswell

#### **5. To elect a vice chairman**

Councillor R Curtis recommended that Councillor K Barrow remain as Vice-Chairman.

This was proposed by Councillor M Cavill and seconded by Councillor P Tully.

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

- a) Forestry – Councillor Ben Bartlett
- b) Planning – Councillors Patrick Tully, Duncan Peaster and John White
- c) Village Hall & Recreational Committee – Councillors Keith Barrow and Patrick Tully
- d) Messenger – Councillor John White
- e) Footpaths – Councillor Morley Cavill

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

As agreed in point 3, the unsigned declarations can be completed at a later specified date. This will be at the next meeting to be held on Monday 20<sup>th</sup> June.

#### **7. To adopt the Council's code of conduct, standing orders, financial regulations and risk management**

The above documents were circulated for the members to review. Councillor Patrick Tully proposed that they should be adopted and Councillor John White seconded this.

**8. To receive the Council's financial statement for the year ending 31st March 2016**

Councillor John White stated that it would be prudent to postpone this until the next meeting when the internal auditor had completed his checks.

This will be included in the agenda for the meeting to be held on Monday 20<sup>th</sup> June 2016.

**9. To approve the minutes of the Parish Council meeting held on Monday 18<sup>th</sup> April 2016.**

Proposed by Councillor Keith Barrow  
Seconded by Councillor Morley Cavill

**10. Correspondence**

An e-mail had been received by the Clerk concerning three areas:

- The new bridle-path gates erected in the park have been incorrectly assembled. The handles are very difficult to operate and would be impossible for a child. They are also much too long and need cutting off.
  - Councillor Richard Curtis will contact Councillor Duncan Peaster to see if he will assemble the gates correctly.
- Residents in a property in Friarn have for the last 12 months been putting all their grass cuttings in the bridle-path. These are now rotting quickly and falling into the bottom of the path, the surface of which is becoming wet and slippery. This year's cutting has now begun and these cuttings are being put on top of last years.
  - The Clerk will write a letter and send to the residents.
- Following a burglary, a call was made to the local PCSO on Wednesday 11<sup>th</sup> May requesting a reply but the parishioner had not heard back from them. They asked if the Parish Council could follow to see if they could get a response.
  - The Clerk will contact the local PCSO and await their response.

## **11. Items for discussion**

- **Feeding of the ponies on the Quantocks – wording to be agreed for the website and the Messenger**

Councillor John White to arrange a notice to be published in the Messenger and on the website.

- **Update on progress of the Cricket Club Playing Field –**

- i. A meeting regarding prices due by 20/05/16. Some prices have already been given and the committee are looking to start work at the end of the summer.
- ii. Unable to make any definite plans until the issue of the additional ground is resolved, so this is the priority.

- **Agree annual insurance renewal –**

Came and Company (Brokers) have reviewed the options and recommended the policy from Ecclesiastical. Total cost for the year 1/06/16 – 31/05/2017 £291.04

Proposed by Councillor Keith Barrow  
Seconded by Councillor John White

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

Unsigned declarations to be completed by Councillors Ben Bartlett and Duncan Peaster.

To receive the Council's financial statement for the year ending 31st March 2016.

## **13. Planning**

Amendments to the plans submitted by Mr. P Cobbledick in April have been made and re-submitted to the planning department. Councillor P. Tully to visit and review what is proposed.

## **14. Financial Matters**

**A. Clerks Wages - £146.98**

Proposed by Councillor K. Barrow

Seconded by Councillor J. White

**B. Village Hall fees 2015/2016 - £160.00**

Proposed by Councillor P. Tully

Seconded by Councillor M. Cavill

**C. Garden Waste Removal - £53.00**

Proposed by Councillor M. Cavill

Seconded by Councillor K. Barrow

**D. Port-a-loo invoice confirmed at - £180.00**

Proposed by Councillor J. White

Seconded by Councillor P. Tully

**E. Insurance renewal - £291.04**

Proposed by Councillor K. Barrow

Seconded by Councillor P. Tully

## **15. Date of Next Meeting – Monday 20<sup>th</sup> June 2016**

**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