



## **OVER STOWEY PARISH COUNCIL MEETING**

Minutes of the Parish Council meeting held on the  
19<sup>th</sup> March 2018 in the Village Hall

*Please note that these minutes are draft until approved  
at the April 16th 2018 Meeting*

Present:	Parish Councillor	R. Curtis K. Barrow P. Tully G. Goddard D. Peaster
	District Councillor	J. Pay
	District/County Councillor	M. Caswell

### **1. Apologies for Absence**

Councillor M. Cavill  
Councillor B. Bartlett

### **2. Members of the Public**

None

### **3. Declarations of Members Interests in Respect of Items on the Agenda**

None

### **4. Minutes of the last meeting – February 19th 2018**

Proposed by Councillor G. Goddard  
Seconded by Councillor P. Tully

## **5. Correspondence:**

- Confirmation of Internal Auditor for 2017/2018:

Richard Young – The Clerk from Woolavington Parish Council will continue as the internal auditor.

- An e-mail has been received regarding Stowey Woods which has been communicated to all members. Any further discussion will take place at the April 2018 meeting.
- An e-mail on the Somerset Libraries Consultation has been received with details about an extension to the deadline for responses. Further information is available at:

**<http://www.somersetconsults.org.uk/consult.ti/LibrCons2018/consultationHome>**

## **6. Items for Discussion:**

- Update on the village hall kitchen refurbishment plans:

Sedgemoor District Council have awarded a grant and the first invoice for preliminary work must be received by SDC by the end of March 2018.

- Playing fields gates:

Councillor Barrow communicated that the gates are due to be refurbished and will contact the relevant party to ascertain what work has taken place and what is still left to do. Councillor Barrow will update the Clerk with this information to confirm progress and costs.

- Information on libraries consultation in regard to Nether Stowey Library

See above in correspondence. Once the consultation period is up and Somerset County Council make their decision, further details will be available.

- Update on highways issues

The pothole in the lane to Quantock Lodge has been filled, however the work at Plainsfield is still ongoing. The Mill Leat wall is deteriorating due to the damage already sustained, combined with the extreme weather over the last few weeks.

The gate post by the cattle grid that was replaced has been repaired, but the gate has been taken (either for repair or replacement). However, the Highways department have additional works to undertake now due to the recent severe conditions. Any ongoing issues will be discussed at the April 2018 meeting to see what progress has been made or if any further action needs to be taken.

On the issue of the weather, Councillor Curtis wanted to convey his thanks to Councillor Barrow on behalf of the Parish Council, for the work Councillor Barrow had undertaken to ensure the roads were kept as clear as possible during the adverse weather.

- Feedback from training – Councillor Goddard:

Councillor Goddard felt the training was of benefit and had highlighted various policies and procedures that as a new councillor were beneficial to her understanding of the role.

- Feedback from training – The Clerk:

The Clerk attended an intensive training day and will produce an action plan for the Clerk to implement to ensure all areas of regulation are covered.

The Clerk was pleased to inform the members present that items on the action plan would be few and only require slight re-wording or minor adjustments.

- Update on defibrillator and cabinet – items purchased, quotes and installation:

The defibrillator and preparation pack have been ordered and received, with the storage unit due week commencing April 16<sup>th</sup> 2018. Once received the Clerk will re-contact the three electricians to arrange for them to quote for the works required.

- Review and adopt:

**Statement of Internal Control**

- Reviewed and adopted by all members present

**Council's Code of Conduct**

- Reviewed and adopted by all members present

**Standing Orders**

- Amendments to points 30a and 30b to be made
- Agreed by all members present
- Reviewed and adopted by all members present

**Financial Regulations and Risk Management**

- Amendment to point 6.20 to be made
- Agreed by all members present
- Reviewed and adopted by all members present

**Annual Review of Effectiveness**

- Reviewed and adopted by all members present

**7. Matters Arising for the Agenda for the April 2018 meeting:**

- It was reported that a tree at Rocksbridge came down in front of a local resident recently. It was agreed that the Clerk should write to the property/land owners concerned to request the trees are assessed and any remedial works undertaken to avoid any damage or any potential danger to the public. Update to be given at the next meeting.
- Update on Stowey Woods
- Decision to be made on the most accessible place for where the grit (for adverse weather/road conditions) should be placed for winter 2018/2019

**8. Planning:**

- Planning application number:

40/18/00001/STP – comments due by 28<sup>th</sup> March 2018

After reviewing the plans, there were no objections to the application from all members present. The Clerk will communicate this to the planning department.

- Community Infrastructure Levy information (CIL) – the Clerk:

CIL is a levy payable on certain types of developments granted since 1<sup>st</sup> April 2015.

For further information see:

<https://www.sedgemoor.gov.uk/cil>

## **9. Financial Matters:**

- a) Financial update – the Clerk communicated the current financial position of the Parish Council and further information can be reviewed on the website
- b) Clerks Wages - **£174.09**
- c) Ink cartridges (Dec 2017/Jan 2018/Feb 2018) - **£10.47**
- d) SLCC renewal - **£59.00**
- e) New Councillor Training - **£25.00**
- f) Essential Clerk Training - **£85.00** (invoice not yet received, due April 2018)
- g) Brush cutter Training for Mr. R Ince - **£78.00**
- h) Purchase of defibrillator and cabinet plus usage kit - **£1593.04**

Proposed by Councillor Barrow  
Seconded by Councillor Tully

## **10. Date of Next Meeting** – Monday 16<sup>th</sup> April 2018 (start time will be 7.30pm in line with BST)

**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 G Goddard, Cllr P Tully

County Cllr/District Cllr M Caswell, District Cllr J Pay