

OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Annual Meeting of the Parish Council
held on the 20th May 2019 in the Village Hall

*Please note that these minutes are draft until approved at the
17th June 2019 meeting*

Present: Parish Councillor R. Curtis
K. Barrow
P. Tully
G. Goddard
M. Cavill
B. Bartlett

District Councillor J. Pay
County/District Councillor M. Caswell

All Councillors present completed their Acceptance of Office forms

1. Election of Chairman and Chairman's Acceptance of Office

Cllr Curtis stepped down as Chairman and Vice-Chairman Barrow took the Chair. He asked for nominations for position of Chairman. Cllr Tully proposed that Cllr Curtis continue in the role if Cllr Curtis was willing. Cllr Curtis agreed that he is.

Proposed: Cllr Tully **Seconded:** Cllr Cavill

Cllr Curtis retook the Chair and signed the Acceptance of Office form

2. Election of Vice Chairman and Vice Chairman's Acceptance of Office

Cllr Curtis asked for nominations for the position of Vice-Chair. Cllr Tully nominated Cllr Barrow if he was willing to continue in the role. Cllr Barrow agreed that he is.

Proposed: Cllr Tully **Seconded:** Cllr Bartlett

3. To receive any apologies for non-attendance

Cllr Peaster

Also in attendance, one member of the public – the Churchwarden from St Peter and St Paul Church, Over Stowey – to discuss the letter from the Parish Council regarding withdrawal of funds.

The Churchwarden expressed disappointment in the decision to withdraw the offer of the donation for the community room works as an offer had been made in 2016, without a time limit and considered this extraordinary when the project was part of the way through and works are progressing. The timescales for making decisions within the Church of England can be slow and any work that needs to be undertaken needs consideration and takes time.

The Church are grateful for the offer and it is commendable that the church are to receive a portion of the Downing Legacy particularly as Marjory Downing was a member of the congregation and the organist for a period of time as well.

The project has been signed off and whilst waiting for the Chancellor to make the final agreement, quotes will be obtained and a public consultation will take place.

The Churchwarden said that the invoice will be submitted when the work is completed.

When asked why the project had taken so long, the Churchwarden reiterated the above and explained that the original plans had not been agreed due to the materials – the Church of England stated that they wanted real oak units that would be made from scratch.

The Parish Council asked when the project would be completed – it is anticipated that the work will be completed by April 2020.

The Churchwarden agreed that more regular updates on progress made will be given, to ensure the Parish Council understand at what stage the project is - this will happen every two months.

It was proposed that the offer of the donation should be reinstated.

Proposed: Cllr Bartlett **Seconded:** Cllr Tully

All members present agreed with this decision.

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

All members present agreed that these can be signed at the May 29th 2019 Annual Parish Meeting.

5. Councillors Completion of Declaration of Interests form

Deferred to the Annual Parish Meeting – May 29th 2019

6. To agree representatives for the following groups:

- A. Forestry
Cllr Bartlett
- B. Planning
Cllrs Tully and Peaster
- C. Village Hall & Recreational Committee
Cllrs Barrow and Tully
- D. Footpaths (to include Bridleways)
Cllrs Cavill and Goddard

These were agreed by all members present.

Cllr Caswell stated that Hinkley Point A and B are looking to appoint representatives for their meetings which take place on the last Friday in June, October and February. This will be discussed at the June 2019 meeting.

7. Declarations of Members Interests in Respect of Items on the Agenda

None declared

8. Minutes of the last meeting – April 15th 2019

Proposed: Cllr Barrow **Seconded:** Cllr Goddard

9. Correspondence:

- Communication from Nether Stowey Parish Council re speed limit Hack Lane
A resident from Hack Lane had queried the speed limit in this area and whether it should be 30 mph. The Clerk will contact the Highways department to request this.
- West Somerset Neighbourhood Policing Survey – this was completed and the Clerk will send the responses
- Councillor Essentials Training and other training opportunities – to be decided at the June 2019 meeting
- Website Accessibility Regulations – these are due in 2020, however the website provider has already implemented what is required and the website is compliant

10. Items for Discussion:

- Update regarding ownership of Leat Wall and maintenance

The Highways Department have confirmed that the leat wall is their responsibility and have received all the information regarding the damage to the wall.

Cllr Curtis will liaise with the relevant Highways officer with regards to the wall and the ditch in Adscombe.

- Update on Neighbourhood Watch Group/Recent burglaries and potential scams in the area

Deferred to the June meeting for Cllr Peaster to report on

- Response re possible levelling of ground at the cemetery

The Clerk will meet with Cllr Curtis to review what is required and the quotes can then be obtained

- Update on fingerpost repair options

Cllrs Barrow and Tully confirmed that the repair has taken place

- Progress on Memorial Bench

Work is still being undertaken – needs to be painted and a base to be laid

11. Matters Arising for the Agenda for June 2019 meeting:

Appoint a representative for the Hinkley A and B group

Confirm training dates and attendees

Discuss issues regarding misleading road closure signs

Discuss options for grant for Health and Wellbeing and consider an application

Consider application for small improvements scheme grant

Feedback on whether dumpy bags have been removed

12. There were no planning applications

Cllr Barrow requested a monthly report on planning application decisions. The Clerk will start this from the June 2019 meeting.

13. Financial Matters:

- a. To receive and approve the Annual Governance and Accountability Return - Section 1 The Annual Governance Statement

The Clerk read each statement, which were agreed by all members present

Proposed: Cllr Tully **Seconded:** Cllr Goddard

- b. To receive and approve the Annual Governance and Accountability Return - Section 2 The Accounting Statements

The forms were circulated and agreed by all members present

Proposed: Cllr Barrow **Seconded:** Cllr Bartlett

c. Clerks Wages	£237.34
d. Grit Bin and Rock Salt	£210.29
d. Website - Annual Renewal	£100.00
e. Grandfields – Timber for Memorial bench	£288.00
f. Annual ICO renewal	£ 40.00
g. SALC – annual affiliation fees	£ 99.08
h. Internal Audit fees	£ 25.00

Proposed: Cllr Tully

Seconded: Cllr Barrow

Date of Next Meeting

Annual Parish Meeting Monday 29th May 2019 at 7.30pm

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