

OVER STOWEY
PARISH COUNCIL

OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on October 20th 2021

**Please note that these minutes are draft until approved
at the November 2021 meeting**

Present: Parish Councillor

K. Barrow
P. Tully
D. Peaster
B. Bartlett
G. Goddard
T. Weeks

District Councillor

J. Pay (until 7.45pm)

1. Apologies for Absence:

Cllr Curtis and Cllr Caswell

2. Members of the Public:

There were no members of the public in attendance

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

Cllr Bartlett re item 8.a.ii. – there is no pecuniary interest, but Cllr Bartlett wished for this to be noted

4. Minutes of the meeting held on September 15th 2021

Proposed: Cllr Goddard **Seconded:** Cllr Peaster

5. Correspondence:

- The Clerk had received an email from Quantock Lakes regarding the issue of the fireworks. They are currently looking into incorporating some whisper options for the displays and it was agreed by them that they will notify the relevant parties of the approximate start *and* end times for any displays. They also stated that they only communicate the dates and times to the Parish Councils so that they can decide on how best to share this information and additionally they do not post this information on their website. The Parish Council will ensure that any notifications are shared as widely as possible when these are received.

6. Items for Discussion:

a. Update on work undertaken on the phone box (Cllr Peaster)

Cllr Peaster has almost completed the refurbishment of the phone box, it is ready for use, but will need a few small jobs to be completed. Please feel free to place your unwanted books and plants to swap with others. Cllr Barrow expressed his thanks to Cllr Duncan on behalf of the Parish Council for an excellent job.

b. Update re the sycamore tree at the cemetery

The removal of the sycamore tree at the cemetery has taken place and laurels have been planted to blend in with the existing hedging and now (weather permitting) the re-levelling of the area can be undertaken. It was agreed that the work had been completed by the contractor and their team in a timely manner with consideration given to the residents and locality.

c. Confirm start date for the re-levelling of the cemetery grounds

The Clerk will contact the contractor to confirm this.

d. Consider condition of the bench at the cemetery

Cllr Barrow and Cllr Peaster will assess the bench to see what is necessary regarding refurbishment.

e. Consider suggestion for new location for burial of ashes at the cemetery

It had been recommended that the area to the left of the second part of the cemetery just through the archway would be the most suitable. Cllr Tully will meet with a representative from Grandfield's to confirm the number of rows and plots that would be most appropriate for the location.

f. Feedback from the Highways Department re road safety within the parish – including pothole report on Adcombe Lane

The following had been received from the Highways Department:

- The two issues reported to me on my site visit regarding safety defects on the carriageway surface (potholes) have been reported and will be dealt with by the Area Highways Office
- All white lining within the parish that is in need of refurbishment will be carried out by our lining contractor over the coming months
- The other outstanding actions from our meeting which will require a longer timescale to deliver are; the prospect of a possible posted speed limit throughout Over Stowey and the introduction of new warning signs at appropriate locations for various hazards.

Due to the strategic nature of this request, this will involve more time and consultation with our data team to arrange deployment of speed survey equipment and further consultation with the police traffic HQ. Will need to confirm location detail for speed survey equipment and this usually relies on existing street furniture to house the speed radars but suggestions of key locations that would be crucial in being part of the speed limit would be welcomed to ensure we try and get speed readings in those locations. In the event of a speed limit being deemed appropriate, a further discussion will be had about the cost of implementing such a scheme between the parish and Somerset County Council. Please accept that these two last pieces of work will take several months however I will keep you updated on progress

- For information, I have also been in touch with our policy team to inform them of your keen interest to be part of any Quiet Lanes pilot that may be forthcoming in the future by SCC

The Parish Council will continue to follow up the above until conclusion, however the speed limit work will take time.

The Parish Council has been informed that the work on the damaged culvert at Adscombe Lane will not take place until May/June 2022 and that in the meantime, the culvert is being inspected on a daily basis.

It was asked how cost effective this is and that surely the cost of undertaking a daily inspection for 8/9 months every day would be more than getting the work completed sooner rather than later.

Cllr Pay asked that this information is emailed to her to follow up.

g. Feedback from the Highways Department re hedge cutting

The following had been received from the Highways Department:

- The options that can be explored are:
 - A second cut of verge by SCC funded by the Parish Council or
 - The Parish Council arrange cuts outside the period of the Somerset County Council cut

The Parish Council agreed that the Clerk should investigate potential contractors to undertake a second cut at the end of September each year, with approximate costs to consider at a future meeting. Cllr Pay will also follow up on this to ensure a response from Somerset County Council is forthcoming.

h. Update on the drainage issues at Friarn, Adscombe and Bincombe

Contractors recently visited Aley to undertake the work required there. The following was noted by Cllr Peaster:

- The pipe that is on the 'bend with a road drain' next to it is still open in the verge where the hedge cutter smashed through the pipe opening it, allowing the water from the pipe that should drain into the ditch to pour out into the road
- The drain rod contractors did flush this part but new pipes are still needed to replace the damaged ones - probably only about 2 metres in length is required
- The contractors said they are unable to do any work where the ditch runs into the pipe then goes under the bank

Contractors recently visited Friarn to undertake the work required there. The following was noted by Cllr Weeks:

- Some of the drains have been cleared and marked up, presumably for further work
- Drains were missed outside of a number of properties
- There was no attempt to clear the gully at the bottom of the bridle path by the entrance to the field
- It also appears that the drains down towards the end of the road have not been cleared
- Due to a drain outside of a third property not being cleared, one of the drains they did clear outside of a fourth property already has a good layer of mud in it

The Clerk will forward this information to Cllr Pay to follow up with Cllr Caswell.

i. Feedback re signage at Quantock Lane

The sign has been ordered and when available Cllr Peaster will meet with the contractor to ensure it is situated in the most appropriate location

j. Highways issue in Quantock Lane

It has been questioned whether a white line in Quantock Lane has been painted by the Highways Department or another party – the Clerk will contact Highways with this information

k. Update from Town/Parish Council Conference – October 2021 (Cllr Barrow and the Clerk)

Cllr Barrow and the Clerk attended a Town and Parish Council Conference on the 7th of October, which only outlined what plans are currently in place as to how the Unitary Authority might operate. It appears that Local Community Networks will be playing a role in community led decision making, however, how this will work in practice is still to be discussed and determined. There are many questions that Town and Parish Councils would like to have answered, so further meetings will be arranged on a regular basis. The Unitary Authority will come into being on April 1st 2023. For further information visit [Local Government Reorganisation in Somerset](#)

7. Matters Arising for the Agenda for the November 2021 meeting:

None

8. Planning:

a. Planning applications

i. Planning application number: 40/21/00004

Proposal: Erection of a detached chalet bungalow with garage

Location: Knightsmead, Hockpitt Lane, Over Stowey, Bridgwater, Somerset, TA5 1EX

The revisions that have been communicated by the planning department at Sedgemoor District Council and the agent for the planning application to Over Stowey Parish Council regarding the above planning application were reviewed. It was proposed that as the issues regarding access appear to have been addressed by the applicant, with feedback from the Highways Department, there are no further comments or observations to be made

Proposed: Cllr Tully **Seconded:** Cllr Goddard *Resolved unanimously*

ii. Proposed works on Quantock Common CL10

Proposal: Construction of a shallow bank and ditch to prevent illegal parking along the east side of the Crowcombe – Stowey road. The structure will be approximately 1m wide, ~20 cm deep at the deepest point, topped with a 10 - 15cm small bank made of spoil on the side away from the road. The steeper side, topped with the small bank for visibility and durability, will face towards the road to prevent vehicle access and the shallower side will face away from the road to allow a car that has inadvertently driven in to back out. Details will vary according to the exact terrain. Total length of proposed works

is 347m in 12 sections along approx. 1800m of roadside. The overall line is crossed by one Public Right of Way bridleway where a 2m gap will be left. The plans were reviewed and following feedback from Cllr Bartlett, it was proposed that the Parish Council support the view of the commoners and there are no objections to the proposals

Proposed: Cllr Weeks **Seconded:** Cllr Tully *Resolved unanimously*

9. Personnel Matters:

- i. Overtime: The Clerk requested that an overtime payment for 30 hours be considered for work undertaken since April 1st 2021, which equates to approximately 1 hour per week. It was proposed that this should be paid.
Proposed: Cllr Peaster **Seconded:** Cllr Bartlett
- ii. Appraisal: Cllr Barrow had contacted the Governance officer at Sedgemoor to ascertain whether an appraisal was required. It is classed as good practice, but not a legal requirement. Cllr Barrow considered that as the working relationship between the Clerk and the council members was open and honest, that any issues be addressed if they should arise. The Clerk feels that if there are any issues, she would be confident in raising them in the appropriate manner.

10. Financial Matters:

a. Payments

i. Clerks' wages – September 2021	239.12
ii. Removal of sycamore tree at Over Stowey cemetery	<u>1000.00</u>
TOTAL	£1239.12

Proposed: Cllr Bartlett **Seconded:** Cllr Goddard

- iii. An additional payment was made under Financial Regulation 4.1:
'Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- *the council for all items over £500;*
- *a duly delegated committee of the council for items over £250; or*
- ***the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £250.***

Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman'
to Cllr Peaster as reimbursement for the work undertaken on the phone box. This will be ratified at the November 2021 meeting £47.89

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

11. Date of Next Meeting:

Wednesday 17th November 2021 at 7.00pm at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.15pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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