



## OVER STOWEY PARISH COUNCIL MEETING

### Minutes of the Parish Council meeting held on November 17th 2021

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

Present: Parish Councillor

K. Barrow  
P. Tully  
D. Peaster  
B. Bartlett  
R. Curtis

District Councillor  
County/District Councillor

J. Pay (until 8.00pm)  
M. Caswell

#### 1. Apologies for Absence:

Cllr Weeks and Cllr Goddard

#### 2. Members of the Public:

Nicola Hale attended the meeting to introduce herself to the Parish Council as the new Community Safety Officer for Hinkley Point (in conjunction with Sedgemoor District Council). The role is intended to support the local community should there be any safety issues and concerns within the local area due to the Hinkley Point project. If there are any concerns, Nicola will work with the community to look for a resolution. Nicola will be in regular contact with the Parish Council to ensure members of the community have a channel to voice their concerns and will attend the January 2022 meeting.

Cllr Barrow thanked Nicola for her introduction and attending the November meeting.

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

None were declared

#### 4. Minutes of the meeting held on October 20th 2021

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

#### 5. Correspondence:

- The Clerk had received an email from a councillor regarding the draft budget. If there are any issues or concerns from any member of the Parish Council, these must be raised at a meeting for discussions to be held in an open forum, with any decisions on actions to be taken being agreed by full council. If any councillor has something they wish to raise, the Clerk is to be made aware of the item for it to be added to the agenda for the next meeting. If the item is too late for an upcoming meeting, it can be added to items arising for the next month. If actions need to be taken to rectify an issue these can be resolved at that meeting.

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

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

A number of small jobs are outstanding, these will be undertaken in the spring of 2022. This item is now closed. Please feel free to place your unwanted books and plants to swap with others.

### **b. Update re assessment of the bench at the cemetery**

Cllr Duncan has removed the bench and reported that it is very old and in a poor condition. It was proposed that the bench is replaced with the plaque being kept and cleaned up to be placed on the new bench. The Clerk will produce a notice regarding the above to be placed at the cemetery.

### **c. Highways updates**

There has been no feedback on the issue of the hole in the culvert at Adscombe Lane with regards to the cost of daily monitoring compared to the cost of undertaking the work before the new financial year. Cllr Caswell will follow this up.

### **d. Update re hedge cutting**

- An email has been received detailing the verge cutting locations undertaken by SCC and costings
- The Clerk will check with SCC what their public liability requirements are to ensure any contracts that the Parish Council produce include the same level of cover
- Further research in to suitable contractors will continue
- Another hedge cutting issue has been raised which it is thought is in the parish of Spaxton – in Merridge heading towards Taunton, past the village hall and up on the left-hand side, the hedging is very overgrown and needs cutting back. Cllr Barrow asked if Cllr Caswell and the Clerk could check with Spaxton Parish Council to ascertain which parish this location is in and report to the appropriate party

### **e. Update on the drainage issues at Friarn, Adscombe and Bincombe**

- No further work has taken place to date, the Parish Council will continue to monitor this and follow up as necessary.

### **f. Feedback re signage at Quantock Lane**

- The signage has not yet been received – the Clerk will follow this up

### **g. Highways issue in Quantock Lane**

- This has been reported to the Highways department and they are looking into this. Further information is required and the Clerk will follow this up

### **h. Adscombe sewage system**

- Cllr Curtis has been approached by a local resident who has concerns regarding the environmental impact (mainly the smell) from the sewage system at Adscombe. Cllr Curtis will forward the report already made to Wessex Water to the Clerk for follow up if necessary

## 7. Matters Arising for the Agenda for the December 2021 meeting:

- See item 10. Financial Matters – projects to be considered for the Parish
- Cemetery archway needs maintenance
- Update on work to be undertaken at the cemetery re the re-levelling of the ground

## 8. Planning:

### a. Planning application 40/21/00004

**Proposal:** Erection of a detached chalet bungalow with garage

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

The planning authority at Sedgemoor District Council have stated that the application will be going to the planning committee on December 7<sup>th</sup> 2021.

It was proposed that as there are further comments or observations that the Parish Council wish to make, no representations will be made at the above meeting.

**Proposed:** Cllr Peaster    **Seconded:** Cllr Curtis

## 9. Personnel Matters:

### a. New contract to be drawn up

The Clerk will look through the contract and this will be considered by Full Council at the December meeting with a view to it being agreed and issued to the Clerk

## 10. Financial Matters:

### a. Budget/precept setting for 2022/2023

- The Clerk had produced a draft budget based on previous spend and estimated future spend for the Parish Council to consider
- The Clerk explained how the figures had been calculated and a copy was made available for review by Full Council (see appendix i)
- No amendments were made and it was proposed that the precept remains at the same level as last year of £7649

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

Expenditure for 2021/2022 to date was also reviewed with explanations for any large variances. See below or click on the following link [Financial Summary @31/10/2021](#)

### b. Payments

- i. Ratify payment of £47.89 to Cllr Peaster re phone box (Oct 2021)

**Proposed:** Cllr Bartlett    **Seconded:** Cllr Curtis

- ii. Clerk's wages – Nov (2021

(inc 30 hrs overtime 1/04/21 – 31/10/21)

505.52

- iii. Grandfields – materials for phone box

55.88

**TOTAL**

**£561.40**

**Proposed:** Cllr Curtis

**Seconded:** Cllr Tully

## 11. Wednesday 15<sup>th</sup> December 2021 at 7.00pm at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.20pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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## Appendix (i):

<u>Item</u>	<u>2021/2022</u>	<u>2022/2023</u>
	<u>Budget</u>	<u>Budget</u>
Clerks' wages	3000	3100 To allow for potential pay increase
Home working allowance		312 Was not split in the 21/22 budget
Stationery/Admin (monthly allowance)		102 Was not split in the 21/22 budget
Churchyard and cemetery grass cutting	1300	1250
Insurance	350	375
Village Hall rental	275	275
SALC fees	125	115
SLCC fees	75	85
Website - annual fee	125	120
Water	95	95
Internal auditor fees	30	30
Scribe subscription		150 New in 2021/2022
MS365 subscription		100 New in 20/21 not shown in budget
HP Connected ink subscription	75	60 Fewer documents being printed
Garden waste collection	70	90 Increase due to change in service
ICO - annual fee	45	45
Additional verge cut		475 New for 2022/2023
Rock salt	150	100 Supplies still held from 20/21
Dog waste bin servicing	500	425 Actual costing received from SDC
Mobile phone subscription		252 New in 2021/2022
Training		75 No budget set in 22/22
<b>Total</b>	<b>6215</b>	<b>7631</b>