

OVER STOWEY PARISH COUNCIL

OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on December 15th 2021

**Please note that these minutes are draft until approved
at the January 2022 meeting**

Present: Parish Councillor

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

County/District Councillor

M. Caswell (left at 7.50pm)

1. Apologies for Absence:

Cllr Pay

2. Members of the Public:

No members of the public were in attendance

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

None were declared

4. Minutes of the meeting held on November 17th 2021

The Clerk noted that the minutes omitted to state that Cllr Caswell was present at the November 2021 meeting. This was subsequently amended and it was proposed that the updated version be approved.

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

5. Correspondence:

a. Recycle More update

This service will come into effect in Sedgemoor in late February/early March and will provide extra opportunities to recycle additional items. There will be a number of changes, further information will be sent to all households and you can also check the details on the SWP website [Recycle More](#)

b. Elections 2022 update

The following has been communicated to Town and Parish Councils:

As well as elections for the new unitary Somerset Council, the government has proposed that elections to the City, Town and Parish Councils across Somerset are brought forward from 2023, to also take place on 5 May 2022. It is expected that the notice of elections for this date will be issued on 21 March 2022'

Further information can be found at

[New Somerset – News Update – Election and Legal Framework](#)

c. Councillor resignation

It was noted that Tammy Weeks had resigned from the Parish Council. Sedgemoor District Council have been informed.

6. Items for Discussion:

a. Highways updates

i. Hedge cutting

Further information has been received from the Highways Department regarding the proposed additional verge cuts by the Parish Council. Contractors have been identified and the Clerk will contact them to ascertain if they are interested in the initiative. This will be followed up in early 2022 once details of what is required by the Parish Council are confirmed. Additionally, Councillors had noted a number of sections of hedging, that are adjacent to the highway, that need to have their boundaries maintained and the Clerk will contact the landowners to communicate this.

ii. Drainage issues

The Clerk had been contacted by Forest England who are responsible for a stretch of the area that needs to be cleared in Friarn. Concerns have been raised that if they clear the ditch and the drains are not cleared, water may cascade down the road or onto people's land with nowhere to go – causing further problems. The Clerk will arrange a site meeting with representatives from Forest England, Highways, a member of the Parish Council and the landowner that it might affect in the first instance – for early 2022.

iii. Signage for Quantock Lane

This has now been installed by Sedgemoor District Council and no adverse comments have been received by the Parish Council, therefore this item can now be closed.

iv. Road marking issue – Quantock Lane

Further investigations are being undertaken by and the Highways department are awaiting the results of these before taking any action.

b. Adcombe sewage system – update re concerns raised

Wessex Water have not taken any action to date and the Clerk will follow this up once the details of the original complaint have been received from the original complainant.

c. Projects identified to benefit the parish for 2022/2023 (and additional to be considered)

i. Consider proposal re Over Stowey car park (Cllr Barrow)

Cllr Barrow has submitted an initial proposal for the maintenance and upgrading of the car park that is used by the community for the village hall, church and parish events. A costing has been received and it was proposed that the Clerk obtains two other quotes for consideration at the January 2022 meeting.

Proposed: Cllr Tully

Seconded: Cllr Goddard

ii. Maintenance of arch in the cemetery

The Clerk will obtain an initial quote for this work to consider at the January 2022 meeting.

iii. Plaque for Plainsfield Horse Pond

Cllr Barrow will contact one of the local residents of Plainsfield to discuss whether a plaque would be desired and if so what size and wording would be suitable.

iv. Cemetery bench

Cllrs Peaster and Curtis are currently progressing this project and will report back at the January 2022 meeting.

7. Matters Arising for the Agenda for the January 2022 meeting:

- Additional ideas for parish projects
- Clerk's wages and hours to be reviewed
- Invite representative from Airband to the next meeting
- Research to be undertaken by the Clerk on how the Parish Council email address can be changed to a *gov.uk* address

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 committee at Sedgemoor District Council met on December 7th 2021 and the application was granted with conditions.

9. Personnel Matters:

a. New contract to be considered for the Clerk

The contract was reviewed by all councillors and agreed with the Clerk. The document was signed by Cllr Barrow and the Clerk.

10. Financial Matters:

a. Consider purchase of full Parish Online subscription

This subscription will help to record and research details on assets, cemetery information, Land Registry and other issues relevant to the parish. The cost is £60 per annum. It was proposed that this subscription is taken out.

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

b. Consider options for anti-virus software for Parish Council laptop

This is required to protect the Parish Council's online records and data. It was proposed that the McAfee Total Protection package is subscribed to at the current cost of £39.99 for two years (current renewal cost after the two years is £59.99

Proposed: Cllr Goddard **Seconded:** Cllr Curtis

c. Payments

i. Clerk's wages – Dec 2021	239.32
ii. HPC ink (Sept, Oct, and Nov £3.49 x 3)	10.47
iii. MS365 (Sept, Oct and Nov £9.48 x 3)	28.44
iv. Mobile phone contract (D/D Sept, Oct and Nov 2021)	<u>63.00</u>
TOTAL	£341.23

Proposed: Cllr Bartlett

Seconded: Cllr Curtis

11. Date of next meeting:

Wednesday 19th January 2022 at 7.00pm at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.10pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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