

OVER STOWEY PARISH COUNCIL

OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on February 16thth 2022

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

Present: Parish Councillor

K. Barrow
P. Tully
D. Peaster
B. Bartlett
G. Goddard
T. Lindley (see item 3.)

County/District Councillor
District Councillor

M. Caswell (left at 8.00pm)
J. Pay (left at 8.00pm)

1. Apologies for Absence:

Cllr Curtis

2. Members of the Public:

One member of the public was in attendance with regard to item 8.iii.

One member of the public was in attendance with a query regarding overgrown trees

Two members of the public were in attendance with regard to item 7.a. (additionally one was also in attendance with regard to item 3.)

3. Councillor vacancy – consider candidates for co-option

- One application had been received for the position
- The candidate introduced themselves to the Parish Council with a brief summary of their background and previous experience as a Parish Councillor in a different county prior to moving to Somerset
- The Parish Council members had no questions for the candidate and a vote was held which resolved unanimously to elect Mr. Thomas Lindley as the new councillor for the parish
- The Acceptance of Office was signed by Cllr Lindley and the Clerk and in addition, the Clerk will forward the Declaration of Interests form to Cllr Lindley to be completed. Once the Clerk has received the completed form, this will then be sent to the Monitoring Officer at Sedgemoor District Council
- The meeting then continued

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

None were declared

5. Airband representative – presentation re Broadband rollout

The representative was unable to attend and the presentation will be re-scheduled

6. Minutes of the meeting of the Parish Council held on January 19th 2022

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

7. Correspondence:

a. Update re the Queens Platinum Jubilee event

A proposal had been received by the Parish Council regarding funding of the event. See appendix (i) and below

- A grant application will be made to the National Lottery Awards for All England through the Parish Council. The Clerk will meet with one of the Organisers as soon as possible to complete the application which must be submitted by March 31st 2022
- Entrance to the event and the barbeque will be free of charge. There will a charge for drinks and it is hoped to break even on the purchase of these
- Cllr Goddard suggested that a donation bucket is available on the day
- There are now 20 people associated with the event
- In addition, people have been approached with a view to underwriting a certain amount if alternative funding fails to reach the target of £3000
- It was requested by the Organisers that if the target of £3000 is still not met despite individuals' contributions, that the Parish Council underwrite the final balance
- After a discussion and further review of the proposal, it was proposed that the Parish Council fund the cost of the Queens Platinum Jubilee souvenir glasses from the Downing Legacy (bequeathed to the Parish Council in 2015 for the benefit of the whole parish). It was considered that this would be fitting use of part of the legacy for the local community. Cllr Lindley confirmed that he will order the glasses as soon as possible as the cut off date for orders is close

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

- Another request made by the Organisers was with regards to the provision of waste and recycling services and collection. The Clerk will contact the Somerset Waste Partnership to see what is possible

b. Recycle More update

The new blue bags are currently being distributed with details on what needs to go in which container and dates of collections for your address. For further information the [Somerset Waste Partnership](#) website should answer any queries you may have regarding the new service.

c. New Somerset Council update

The Clerk will be attending the Town and Parish Council Conference and also a meeting of neighbouring parishes and will feedback the information from these at the March 2022 meeting.

Vesting day for the new authority will be April 1st 2023. Further details regarding the new council and additional information on the upcoming changes are available on the [New Somerset website](#).

d. Email received re dates for firework displays at Quantock Lakes:

'We have the following dates booked in for fireworks at Quantock Lakes in 2022. As noted previously we will aim to fire before 10.30pm to ensure disruption is kept to a minimum'

Thursday 31st March 2022

Tuesday 3rd May 2022

Thursday 19th May 2022

Saturday 21st May 2022

Saturday 2nd July 2022

Saturday 5th November 2022

This information is also available on the [Parish Council website](#)

- e. The Clerk had received a phone call from a local resident asking if a memorial tree could be planted in the cemetery. After some discussion, it was considered that this would not be possible for a number of reasons and the Clerk will contact the resident to inform them of this.

8. Items for Discussion:

a. Highways updates

i. Hedge cutting

- As the new unitary authority will be looking to offer out services for Parish Councils to take on if they wish to, it was considered that this project should be put on hold until such time as these details become available as to how this will be managed
- The Clerk will contact the contractors to inform them of this and to ascertain if they would still like to be considered for quotations at a later date

ii. Drainage issues

- Cllrs Bartlett and Curtis met with the Clerk, a representative from Forestry England and also two representatives from the Highways departments to review the issues at Friarn
- Following a review of what is required with regards to the ditches and the drains and gullies, the following was agreed:
 - Forestry England will take on the clearing of the ditches on both sides of the road and will liaise with the Clerk regarding when this work will take place
 - Once this has been cleared, the Highways Department will visit to assess the pipework underneath the road to see if further work is necessary

- Drains and gullies have been cleared as much as possible, however, tree roots will need to be removed from parts of the drainage system to ensure effective flow of water through it
 - The Highways department are unable to confirm when any work by them will be undertaken
 - At the above meeting, it was again made very clear by the Highways department that the work necessary to repair the culvert in Adcombe Lane will not be undertaken until the new financial year
 - Highways have inspected the location again and stated that the road is stable and despite concerns raised by the general public and the Parish Council, they do not consider there will be any safety issues
 - The Parish Council are again extremely disappointed by the assessment and will continue to monitor the situation
 - If there is further deterioration, the Highways department will be informed as soon as possible
- iii. Road marking issue – Quantock Lane
- A member of the public attended the meeting to clarify the situation and it was considered that this is a civil matter and as such, this matter is now closed as far as the Parish Council are concerned

b. Adcombe sewage system – update re concerns raised

An email has been received by the Clerk from Wessex Water and the following was communicated:

The area scientist met with the complainant at his property in December 2022 and viewed the reed bed outfall location. It was noted that the odour was present within the grounds. Given that the visual aspect of the reed bed was not as expected and the surface water hasn't dissipated, Wessex Water are now progressing to explore options with their engineering department, including, but not limited to the following

- *Relocation of the discharge point away from the pond to further down Currypool Stream*
- *Replacement with alternative treatment process, ideally within existing site boundary.*

With the exception of minor modifications, any long-term resolution is unlikely to occur until 2023. In the short-term, Wessex Water is investigating and having work quoted for refurbishment which is it hoped will improve the situation.

It was stated that 'notwithstanding the need for remedials to the existing reed bed, the reed bed effluent continues to be compliant with its permit, the sample results collected are excellent, meeting the EA criteria'

They have assured the resident that they are looking for a way forward to resolve this issue.

The Clerk will request that the Parish Council is kept updated with any developments regarding this matter.

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)

This will be followed up later in the year with all relevant parties being involved in any plans considered

ii. Maintenance of arch in the cemetery

The Clerk had received a quote for the work of approximately £150.00 (exc VAT). It was proposed that this is accepted and the work undertaken as soon as possible

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

iii. Plaque for Plainsfield Horse Pond

The Clerk had received a phone call from a Plainsfield resident asking that instead of a plaque, would the Parish Council consider part funding a road sign with the place name on it instead.

This has been considered previously and it is felt that if one area within the parish has a road sign, then this should be made available to all if funding and regulations allow. Provision of signs are dependent on various factors depending on location, such as; proximity to the road (which may also dictate the type of sign allowed) cost, contractors with the correct insurances and licenses in place available to undertake the work and guidance from the Highways department on the installation. The Clerk will investigate this further to see what options may be available. Cllr Bartlett recommended contacting the Quantock Landscape Partnership Scheme Manager to see if there is any funding available for such projects.

iv. Cemetery bench

Work on the bench is continuing and a further update will be made at the March 2022 meeting.

v. Request from Plainsfield for a road sign (on the North side, from Over Stowey)

See item 8.c.iii.

9. Matters Arising for the Agenda for the March 2022 meeting:

- Representative from Airband to attend - tbc
- Review of policies

10.Planning:

a. Planning application: [40/21/00008](#)

Location: The Old Vicarage, Over Stowey, Bridgwater, TA5 1HA

Proposal: Change of use of land to residential, equestrian and agricultural (Retrospective), with the erection of stables and pool room on site of existing (to be demolished). Also, alterations to the main house's bay windows, resurfacing of existing driveway and installation of electric gates

Following a review of the plans, it was considered that a site meeting would be appropriate to confirm locations and positioning of the stables and pool room. It was proposed that Cllrs Tully, Peaster and Bartlett meet at the location. It was also proposed that authority be given to the councillors that if satisfied that the locations are as thought with regards to the plans, then no response will be made to the planning authority, which it is understood would be viewed as a neutral response.

Proposed: Cllr Goddard **Seconded:** Cllr Lindley

11. Policy reviews:

The Standing Orders have not been changed since the 2020/2021 versions and it was recommended that these are adopted. There is a new Code of Conduct, however SALC have advised that this is reviewed once the unitary authority is in place to ensure consistency within Somerset. The Clerk had, with information received from SALC at a 'Clerks Discussion' session re-worded sections 6.20. and 6.21. of the Financial Regulations. This was considered and it was agreed that the new version should be adopted.

Additional policies will be considered at the March 2022 meeting and if it is proposed that all can be adopted, the website will then be updated for 2021/2022.

12. Financial Matters:

a. Financial update – see appendix (ii) or on the [website](#)

b. Payments

i. Clerk's wages	
Feb 2022	244.20
ii. Scribe	
Parish Council online finance package	172.80
iii. Mobile phone contract	
Dec 2021	<u>21.00</u>
	TOTAL
	£438.00

Proposed: Cllr Goddard

Seconded: Cllr Bartlett

13. Date of next meeting:

Wednesday 16th March 2022 at 7.00pm at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.40pm

Amanda McMurren - Clerk to Over Stowey Parish Council

Email: clerk@overstoweyparishcouncil.co.uk Tel: **07391 313740**

Appendix (i)

Queen's Platinum Jubilee Party Organisers

The Chairman

Over Stowey Parish Council

14th February 2022

Dear Chairman

Funding arrangements for the Party 3rd June 2022

We are now in a position to present to you our best estimate of expenditure associated with the Parish Celebration on 3rd June 2022. We also wish to present to you a proposal for funding that expenditure.

Expenditure

Food	600
Drink	1,000
Souvenir Glasses	830
Bouncy Castle	150
Trees	350
Miscellaneous	150
	£3,080

Income

Our objective is to break even – the above Expenditure being matched by Income. Our proposal for achieving this Income is as follows: -

Level 1 Sale of Drinks and other income on the day

Any subsequent shortfall to be provided by

Level 2 Grant provided by National Lottery Community Fund.

Any subsequent shortfall to be provided by

Level 3 Direct sponsorship of individual expenditure

Any subsequent shortfall to be provided by

Level 4 Contributions provided by 'Angels'

Any subsequent shortfall to be provided by

Level 5 A safety net provided by the Over Stowey Parish Council

Notes

1. Over Stowey Parish Council have agreed to submit in their name the application for a grant from the National Lottery Community Fund. The Secretary of the Organisers has volunteered to help with completion of the application. The closing date for applications is 31st March but it is expected that our application can be submitted before the end of February. It may be some time before a result is heard.

2. It is intended to make an appeal to individual 'Angels' in the Parish to

a. Sponsor specific areas of expenditure (e.g. souvenir glasses, bouncy castle etc.) &/or

b. To underwrite an amount which can be called should income expected from Level 1,2 &3 be insufficient to cover the total expenditure.

This appeal will be sent out before the end of February.

3. Cash Flow

It is anticipated that cash will be required to cover expenditure as follows

February	glasses	£830
May	the balance -	£2,250

There is a suggestion that the Parish Council will consider purchasing the souvenir glasses - a most attractive suggestion given that cash funding from the Lottery is unlikely to be in place before May.

We would be most grateful if the Council will consider these proposals and confirm its support for them.

Appendix (ii)

As at January 31st 2022

Over Stowey Parish Council

Financial Update

Business Current Account	£4,689.02	£350.00	-1250	£3,789.02
		VAT reclaim due	March* 2022	Balance
			payments anticipated @	31/03/2022
Business Reserve Account - General	£18,442.40			
Business Reserve Account - Graveyard	£6,708.61			
Total in Banks				
GRAND TOTAL (Banks and Cash)	£29,840.03			

* Estimated payments due for March 2022

Admin	75
Wages	425
HW allow	26
Donations	250
Phone contract Feb/Mar	42
SLCC	80
Cemetery water supply	95
MS365 sub	40
ICO	40
Dog waste collect (tbc)	20
Misc	157
TOTAL	1250

There will also be an additional nominal VAT reclaim due before the end of the financial year - amount tbc