

OVER STOWEY
PARISH COUNCIL

OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on June 15th 2022

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

Present: Parish Councillor

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

District Councillor
County/District Councillor

J. Pay (left at 8.05pm)
B. Bolt (left at 8.35pm)

1. Apologies for Absence:

Cllr Caswell

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:

Cllr Lindley declared an interest in item 10.f.i. (payment due)

Cllr Peaster declared an interest in item 10.e. (donation request)

4. Minutes of the Annual Meeting of the Parish Council held on May 11th 2022

Proposed: Cllr Goddard

Seconded: Cllr Barrow

5. Minutes of the Extraordinary General Meeting held on May 18th 2022

Proposed: Cllr Curtis

Seconded: Cllr Peaster

6. Correspondence:

a. Email re memorial service/interment

A memorial service at the Church followed by interment at the cemetery will take place on June 24th 2022

b. Phone call re cutting back of Watery Lane bridle path foliage

A resident has concerns about the amount of foliage that has been cut back including wildflowers along this bridlepath. The Clerk has contacted the contractor who explained that as this is a bridleway, there must be a clear 2 – 3 metre width for access. The contractor will look at what has been done and report back to the Clerk

c. Email re signage from Nether Stowey

The posts have rotted and need to be replaced. The Clerk will contact local contractors for quotes on the cost to do this and action this as soon as possible

d. New Somerset update

The Clerk attended the fortnightly online update and the following was communicated:

- The Executive is now in place following pauses due to the political aspects. Key aspects of the programme progress, namely LCNs (Local Community Networks) – the geographies, governance arrangements and support arrangements. Once these conversations have taken place; this will be confirmed re the next steps and timescales on the construct and how they will work
- The new Leader and executive have been clear that they wish to see Asset & Service Devolution progress so the programme is under pressure to set that out and progress the pilot with Bridgwater Town Council to develop what the options may be. Assurances given that work with the executive will take place to set out a timeline as soon as possible and for the consultation on the LCN geographies and constituently arrangements for those. Details will then be confirmed with Town and Parish Councils (T&PC) to ensure details can be communicated to councillors in plenty of time
- Programme is reporting as all on track for Vesting Day - two areas of pressure include resources for the wider benefits work (relating to realisation of cash savings and non-cash benefits for the authority) and ensuring the necessary elements of a Council in place for day one
- The current CEO (who is the Senior Responsible Officer for the programme) for Somerset County Council has resigned. The appointment of the replacement is on track and it is anticipated that this will be put in front of full council on the 25th of July. An Extraordinary Council Meeting has been scheduled in June to agree terms and conditions for the new CEO
- The next T&PC conference is currently scheduled for October 2022 (date tbc). This will be an opportunity to have a full discussion around LCNs etc. Discussions will be held to help develop the agenda
- Governance arrangements for the programme have been agreed at a political level and will go to the Executive mid-June. The Executive are keen to have an Implementation Board, which will have joint representation from district and county councils with responsibility for oversight of the LGR implementation plan. There will be the establishment of a joint scrutiny committee as well. The advisory board will help with the wider engagement

7. Items for Discussion:

a. Queens Platinum Jubilee – update

The event was held on Friday 3rd June and was an enormous success. It was well attended, the weather held for most of the afternoon and everyone joined

together to enjoy the celebration. A final meeting has been held and it was confirmed that 300 out of the 450 people invited attended. There has been very positive feedback received by the Organisers. There is also a surplus of approximately £450 (this will be confirmed once the accounts have all been reconciled), which will be held in reserve by the Parish Council for future events. The Parish Council would like to express their gratitude to the Organisers who spent many hours planning for the celebrations and worked hard on the day to make it all happen. The Parish Council agreed that a letter of thanks be sent to the Organisers in recognition of their efforts.

Proposed: Cllr Curtis **Seconded:** Cllr Bartlett *resolved unanimously*

An additional invoice was presented at the meeting for the Queens Green Canopy Plaque which can be authorised under Financial Regulation 4.1. (see item 10.f.i.) With regards to plaques, it was proposed that a plaque for the bench at Bincombe Green (in keeping with the existing ones already in place) to commemorate the platinum jubilee should be commissioned, with the following wording:

Platinum Jubilee

70 years of Service

Elizabeth II

2022

Proposed: Cllr Lindley **Seconded:** Cllr Barrow *resolved unanimously*

The Clerk will research the options available and arrange this as soon as possible.

b. Non collection of garden waste from the cemetery by Suez

Cllr Caswell had followed this up with Somerset Waste Partnership and the garden waste has now been collected. The Parish Council will continue to monitor this to ensure it is emptied regularly.

c. Highways updates

- i. **Friarn** – Forestry England have been in contact and will liaise with Cllrs Curtis and Bartlett with regards to the work required with a view to this being undertaken in June/July 2022
- ii. **Aley** – the pipes have been ordered, but there is still no timescale given as to when the work will be completed
- iii. **Cattle grids** – they have still not been emptied and Cllr Caswell had emailed to say he has not received any updates on this issue
- iv. **Signage at Plainsfield** – since the initial response from the Highways Department, nothing further has been communicated
- v. **Road safety on the A39** – Cllr Peaster wished to raise this as although the stretch of road in question is not within the parish, most parishioners at some point use the A39 and it concerns all road users. The issue is with regards to the number of accidents at certain points between Currypool Lane and Mill Farm Hill. It was proposed that the Parish Council contact the Highways Department to express their concerns and to request a

review of the road with regards to; the lay of the road, road signage, road markings and the type of surface used with a view to improving safety at this location.

Proposed: Cllr Peaster **Seconded:** Cllr Lindley

vi. **Quantock Lane traffic calming request**

Highways have not yet responded to this request; however the sign warning drivers has been moved to a more prominent position and emails have been sent to users of the facilities at Quantock Lodge asking them to drive safely when using Quantock Lane

vii. **Signage request re long vehicles**

Highways have not yet responded to this request

Due to the lack of communication from the Highways Department when concerns are raised or requests made, it was proposed that a letter be sent to the department and the Highways and Traffic Management Leads to officially record the displeasure and frustration felt when little or no response is received or action taken when they are contacted.

Proposed: Cllr Barrow **Seconded:** Cllr Peaster

d. **Date for when the re-levelling work will take place at the cemetery**

The contractor has responded and stated that it is more probable that the work will be undertaken at the end of September which will aid the establishment of the grass seed. There is the possibility of doing the work earlier in between other contracts, but that is not guaranteed.

The Parish Council asked the Clerk to request for the work to be done as soon as possible, with a view to re-seeding the grass at the end of September. Dates will be needed by Cllrs Curtis, Bartlett and Barrow to enable them to help with machinery and supply of topsoil. The Clerk will contact the contractor to inform them of the decision

e. **Update re request for memorial bench in the new area of the cemetery**

Cllr Curtis met with the parishioner who has made this request at the cemetery and the location, style and size of the bench was discussed. Cllr Curtis suggested that the bench is located on the left side of the entrance to the new area, against the wall. It will be a two seated bench to be made by a local timber merchant. The Clerk will contact the parishioner to confirm that the Parish Council are happy with the above details.

Cllr Peaster stated that he has the plaque for the existing, recently refurbished bench and will fit that as soon as possible.

f. **Potential projects for the parish**

i. **Update re the car park and future plans for it**

The car park has mostly been cleared but there are still builders materials to be removed. The plans for how the car park can be laid out in the future are

still to be discussed. Cllr Peaster will contact the relevant parties to start the process and report back at the July meeting

ii. **Village Hall storage shed – update**

This is not considered necessary at this time, so will be taken off the agenda

8. Matters arising for the Agenda for the July 2022 meeting

- Cllr Bartlett had been contacted re the generator at the Adscombe sewage works. The Clerk had previously received an email stating that Wessex Water will be undertaking maintenance work at this location, however this is not expected to start until 2023. The Clerk will follow this up to see if this has changed in any way and will report back at the July meeting
- Cllr Barrow queried about the plaques that were previously at the recreation ground. He will research this further and update the Parish Council at the July meeting
- A query regarding possible grants for the repair of the village hall roof was raised. Cllr Bolt stated that there is a grant available from Sedgemoor District Council and other agencies. The Clerk will research the options that might be available and report back at the next meeting

9. Planning:

- a. Update on current applications
 - i. Applications 40/22/00001 and 40/22/00002 have both been granted planning permission
 - ii. A potential breach of planning has been reported – this will be followed up and an update given at the July 2022 meeting

10. Financial Matters:

a. **Agree Certificate of Exemption re Annual Return**

The Clerk provided the information and circulated the details. It was proposed that the above be agreed and submitted to the external auditor

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

b. **Review report from Internal Auditor**

The Clerk reported that the Internal Auditor had confirmed that there are no matters to be drawn to the attention of the members

c. **To receive and approve the Annual Governance and Accountability Return – Section 1 The Annual Governance Statement**

The Clerk read each statement and provided evidence that all requirements have been met. It was proposed that this be approved

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

d. **To receive and approve the Annual Governance and Accountability Return – Section 2 The Accounting Statement**

The Clerk summarised the accounting statement and it was proposed that this be approved

Proposed: Cllr Bartlett **Seconded:** Cllr Peaster

e. **Consider donation request from the Baby/Toddler Group (held at the Church Centre, Nether Stowey)**

The group have requested funding for a small piece of play equipment. SALC have advised that the Parish Council can purchase the item under S137 donations and gift it to the group. It was proposed that this is actioned as soon as possible.

Proposed: Cllr Curtis **Seconded:** Cllr Barrow

f. **Payments**

i. Queens Platinum Jubilee:	
Mad Apple Cider Company	90.00
Additional Expenses:	
Flags/hessian	44.02
Paint/marker/brush/bouncy castle	177.20
Food/drinks	1194.16

These expenses were reimbursed from the National Lottery and District Council grants. An additional payment was made for the Queens Green Canopy Plaque (see item 7.a.)

Proposed: Cllr Peaster **Seconded:** Cllr Goddard 155.99

ii. Clerk's wages - June 2022	285.00
iii. Expenses – stationery	10.90
iv. Internal Audit – fee for 2021/2022 AGAR	25.00
v. Donation to the Baby/Toddler Group (see item 10.e. for July 2022 meeting)	
vi. HP Ink subscription (May 2022)	9.99
vii. Mobile phone contract D/D May 2022	<u>22.95</u>

Proposed: Cllr Barrow **Seconded:** Cllr Peaster

TOTAL £2015.21

11. Date of next meeting:

Wednesday 20th July 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**

Signed:

Dated: