

OVER STOWEY  
PARISH COUNCIL

**OVER STOWEY PARISH COUNCIL MEETING**

**Minutes of the Parish Council meeting held on July 20<sup>th</sup> 2022**

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

Present: Parish Councillor

P. Tully  
K. Barrow  
B. Bartlett  
D. Peaster  
T. Lindley

**1. Apologies for Absence:**

Cllrs Curtis and Goddard  
Cllrs Caswell, Pay and Bolt

**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 Barrow declared an interest in item 8.a. - Planning

**4. Minutes of the Annual Meeting of the Parish Council held on June 15<sup>th</sup> 2022**

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

**5. Correspondence:**

An email had been received by the Clerk asking if the guards on the hedgerow planted at the recreation ground could be removed. The Clerk will contact the contractor to check this.

**6. Items for Discussion:**

**a. Non collection of garden waste from the cemetery by Suez**

The bin is currently about a third full. This item will be removed from the agenda but will be monitored

**b. New Somerset update**

The Clerk attended the LGR online meeting on July 6<sup>th</sup> 2022 (see notes below). The meeting scheduled for July 20<sup>th</sup> was cancelled, so the next update will not be until the September Parish Council meeting, when hopefully more detail will be available. The Chair and Clerk will also be attending a local meeting with other parish councils and LGR representatives on September 5<sup>th</sup> 2022.

## 1. Brief LGR (Local Government Reorganisation) Programme Update – Key points

- The Tranche 1 activity for the LGR programme is on track. The current focus is on realising the benefits of the LGR program. There is a MTFP (Medium Term Financial Plan) gap next year and as a result the plan is to ensure that the programme is supporting this to drive the efficiencies of the system
- The new chief executive should be appointed on the 20th of July 2022

## 2. LCN (Local Community Networks) Update

- Discussions are currently being held with the new Executive members. Pilots are making good progress. An LCN Development Lead is now in place and is leading on the evaluations of the pilots
- Additionally, the highway steward is now in place in the Exmoor Area. The work for this role is directed by Parish Councillors
- The Frome Area Pilot - next meeting due the first week of August
- Southeast Area Pilot met last week to focus on youth provision, and the next meeting will be focusing on Adults and Health

The LCN timeline will be shared to give an insight into the general approach to LCNs. It will include a long period of engagement.

### c. Highways updates

- Friarn** – Cllrs Curtis and Bartlett met with representatives from Forestry England with regards to the work required. The Highways department are due to jet and clear the drains and undertake a survey and Forestry England would like this work completed before they clear the ditch. Cllr Bartlett reported that the work required to clear the ditch on the other side of the road is not straight forward. It was proposed that the Clerk contact Forestry England to request that the ditch on their land is cleared as soon as possible and the Parish Council will look at the options available to clear the other side
- Aley** – the pipes have been ordered, but currently there is no timescale given as to when the work will be completed
- Cattle grids** – at this time, they have still not been emptied
- Signage at Plainsfield** – since the initial response from the Highways Department, at the moment, nothing further has been communicated
- Road safety on the A39**  
A response has been received and the Highways Department are looking at improving the visibility of the road alignment and having additional warning signs on this stretch of the road. It is hoped this review will take place soon and work will be undertaken within this financial year

- vi. **Quantock Lane traffic calming request**  
Highways have not yet responded to this request
  - vii. **Signage request re long vehicles**  
Highways have not yet responded to this request
  - viii. **Damaged sign (rotted posts)**  
The actual signage is now missing – the Clerk will follow this up
  - ix. **Overgrown verges**  
The issue regarding the timing of the annual cut by Somerset County Council was raised again; this is due at the end of July/beginning of August. The Parish Council would like to continue the research in to taking on this service. The Clerk will look at what options might be available and how this could work (taking the LGR into consideration) and also raise this at the LGR meeting on September 5<sup>th</sup>
  - x. **Damaged visibility mirror at Marsh Mills crossroads**  
It was agreed that the Parish Council will order and fit a new mirror. The Clerk will look into the size required and order as soon as possible  
**Proposed:** Cllr Barrow      **Seconded:** Cllr Bartlett
- d. **Cemetery update**  
The Clerk had visited the cemetery with the local undertaker to agree the layout of the new ashes plot. This will be located on the left-hand side just after entering the area through the archway. The Clerk will create a plan for the cemetery records.  
Additionally there is an area in this section that needs to be cleared of decomposing foliage deposited there when graves and memorials are tended. The Clerk will arrange for this to be actioned.
- e. **Adcombe sewage works update re generator**  
Wessex Water have previously communicated that work will take place at this location, but not until 2023. The Clerk has queried if this includes the generator and is still awaiting a response. The Clerk will follow this up.
- f. **Date for when the re-levelling work will take place at the cemetery**  
Cllr Barrow has discussed the work with the contractor and suggested purchasing the topsoil from a supplier which will make the transporting and laying of it easier. It was agreed that this is pursued and if the contractor is happy to undertake the work in this way, the topsoil can be ordered by the Parish Council.  
**Proposed:** Cllr Barrow      **Seconded:** Cllr Peaster
- g. **Potential projects for the parish**
- i. **Update re the car park and future plans for it**  
This is currently on hold and will be addressed at the September 2022 meeting
  - ii. **Feedback re grants available for the Village Hall roof repair**  
There is currently funding available, which the Village Hall and Recreation Ground Committee can submit a grant application for. It was proposed that

the Clerk contacts two contractors for quotes prior to making an application to ascertain the financial viability of the project

**Proposed:** Cllr Lindley      **Seconded:** Cllr Barrow

iii. **New plaque for the bench at Bincombe Green**

Two suppliers have been contacted for this. One has replied with a price and style and the Clerk is awaiting the same from the other supplier. It was proposed that when both suppliers have provided prices, a decision can be made on which option to purchase.

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

iv. **Replacement plaques for the recreation ground**

Further research will be undertaken as to where the originals may be. This item will be deferred to the September meeting

## 7. Matters arising for the Agenda for the September 2022 meeting

- Plaques for the recreation ground
- Update re the plans for the car park
- Feedback from the LGR meeting on the 5<sup>th</sup> September

## 8. Planning:

### a. Planning Application 45/20/00019

**Proposal:** Erection of an agricultural worker's dwelling (Class C3) and revised access (Revised Description)

**Location:** Higher Halsey Cross Farm, Radlet Road, Spaxton, Bridgwater, Somerset, TA5 1JA

Over Stowey Parish Council have been consulted as a neighbouring parish. Cllr Barrow had declared an interest in this application and therefore left the room whilst the revisions were reviewed. Following the review, it was agreed unanimously that there are no objections to the amended proposals.

**Proposed:** Cllr Bartlett      **Seconded:** Cllr Lindley

Cllr Barrow rejoined the meeting after the decision had been made

### b. Update re potential breach of planning

As the discussion is of a private nature, it was proposed that this item be confidential

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

A decision was made to contact the landowner

**Proposed:** Cllr Lindley      **Seconded:** Cllr Bartlett

## 9. Personnel:

### a. Hours update

The Clerk is currently approximately 12 hours over and this will be reviewed at the September meeting

### b. Additional tasks anticipated for August/September 2022

- Switch to online bank account
- Create plan for new ashes burial area at the cemetery
- Support with the Village Hall roof grant application (if considered a viable option)
- Archiving of Parish Council records
- Creation of new Parish Council email addresses
- Review of Joint Practitioners Advisory Group Practitioners Guide 2022/2023

c. Annual leave request

The Clerk requested 7 days annual leave in August, which was agreed

## 10. Financial Matters:

a. **Financial Update**

The Clerk communicated the Bank Account Summary and the total Reserves Balances for the Parish Council as at 20/07/2022.

b. **Agree transfer of £3825 (April precept payment) from Business Reserve Account to Current Account**

**Proposed:** Cllr Peaster

**Seconded:** Cllr Bartlett

c. **Payments**

i. Queens Platinum Jubilee	BBQ repair 55.49	
	BBQ repair <u>23.18</u>	
		78.67

These expenses were reimbursed from the National Lottery grant

**Proposed:** Cllr Barrow    **Seconded:** Cllr Bartlett

ii. Clerk's wages - July 2022		285.00
Clerk's wages – August 2022		285.00
iii. Expenses – stamps		4.08
iv. Election fees		100.00
v. Play equipment for Baby/Toddler Group (As agreed, June 2022 meeting)		225.00
vi. HP Ink subscription (June 2022)		9.99
vii. Mobile phone contract D/D June 2022		<u>22.95</u>
<b>Proposed:</b> Cllr Lindley	<b>Seconded:</b> Cllr Bartlett	<b>£1010.69</b>

## 11. Date of next meeting:

Wednesday 21<sup>st</sup> September 2022 at 7.00pm at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.30pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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**Signed:**

**Dated:**