



OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on March 15th 2023

Please note that these minutes are draft until approved at the April 19th 2023 meeting

Present: Parish Councillor

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

District Councillor

J. Pay (until 8.00pm)

1. Apologies for Absence:

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:

Cllrs Tully and Barrow declared an interest in all items relating to the Over Stowey Village Hall and Recreation Ground Committee (OSVH&RGC).

4. Minutes of the Meeting of the Parish Council held on February 15th 2023

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

5. Verge/hedge cutting within the parish of Over Stowey – review of ideas to formulate a draft proposal for taking on this service:

- A discussion was held regarding the opportunity for the Parish Council to take over and improve the service and the challenges involved in making this happen
- Cllr Pay stated that she considers the best option would be to take this as a proposal to the first LCN meeting. This could ensure that the scheme is taken on as a local initiative with input, support and the expertise necessary to make it happen
- Cllr Peaster expressed an interest in being involved with this. It is expected that the LCN's will be formed in the late summer and Over Stowey Parish Council will ask for this to be included on the agenda

6. Correspondence:

- a. Email received re Notification of Application of Quantock Common (CL10) to the Sustainable Farming Incentive Moorland Scheme
Cllr Bartlett communicated that the scheme involves a survey that those with common rights can be part of. No response is necessary by the Parish Council
- b. Email received re Great Wood Project Proposal
Due to concerns about access to and from the site, i.e. single-track lanes, no places to pass or reversing areas and limited parking, it was proposed that that Clerk respond with these concerns
Proposed: Cllr Bartlett **Seconded:** Cllr Curtis
- c. Kings Coronation – email received re commemorative items
It was suggested that rather than purchase memorabilia, that the Parish Council support the OSVH&RGC with their event due to be held on Sunday 7th May 2023. This will be discussed at the April 2023 meeting.

7. Items for Discussion:

- a. Agree Internal Auditor arrangements for the Annual Governance and Accountability return for 2022/2023
 - It was proposed that the Internal Auditor from the previous year be appointed for the 2022/2023 return
Proposed: Cllr Barrow **Seconded:** Cllr Goddard
- b. Agree the response to the Local Planning Policy – Somerset Statement of Community Involvement
 - Following information provided at the most recent online Somerset Council update, it was agreed that the issues the Parish Council wished to highlight had already been decided and therefore no response is necessary
Proposed: Cllr Goddard **Seconded:** Cllr Lindley
- c. Policy reviews – Risk Management Report/Statement of Internal Control and Annual Review of Effectiveness. Following review of these, consider all policies for adoption for 2022/2023
 - The documents had been emailed prior to the meeting. It was agreed that no amendments were necessary and it was proposed that all the above policies be adopted
Proposed: Cllr Bartlett **Seconded:** Cllr Peaster
- d. Somerset Transport Services – feedback following the January meeting
 - The Clerk had received an email and phone call from the group and will pass the information on to the relevant parties
- e. Somerset Council update
 - Vesting Day will be on April 1st 2023

- f. Highways issues (will be deferred to the April 2023 meeting as the site visit from the Highways Department was postponed due to the weather conditions on March 8th 2023)

The meeting will now take place on April 19th 2023 to discuss the following:

- i. Signage at Plainsfield
 - ii. Quantock Lane traffic calming request
 - iii. Signage (sharp bend) request re long vehicles for road through Over Stowey
 - iv. Update from site visit by Highways (undertaken September 2021)
 - v. Damaged visibility mirror at Marsh Mills crossroads
 - vi. Update on reports made re STOP sign
 - vii. Review of rules regarding walking of dogs on public highways
 - viii. Update re neighbouring parish boundary maintenance
Cllr Peaster will also contact the local fire brigade for their opinion on how an overgrown boundary on rural roads affects their ability to respond to an emergency quickly as this has been raised by other responders
- g. Possible projects for the parish
- The application form for the grant needs to be completed by the OSVH&RGC

At this point, Cllr Pay notified the Chair that she was leaving (this being her last meeting with Over Stowey Parish Council) and before she left, the Parish Council presented her with gifts and a card to thank her for her many years of service and support to the parish of Over Stowey. Cllr Tully wished her well for the future on behalf of the Parish Council and again thanked her for all her help over the years.

8. Matters arising for the Agenda for the April 2023 meeting

- i. Confirm dates for the Annual Parish Meeting and the Annual Meeting of the Parish Council
- ii. Confirm how the Parish Council will support the OSVH&RGC with their event to be held on Sunday 7th May 2023 – the weekend of the King's Coronation
- iii. Research rules re dog walking regulations on public highways
- iv. Clerk to start looking into review of current grounds maintenance contract

9. Planning:

None

10. Personnel:

The Clerk will be taking a week's annual leave at the end of March. Cllr Tully will be the point of contact for this period.

11. Financial Matters:

- a. Review grant application of £2255 from the Over Stowey Village Hall and Recreation Ground Committee for funds towards the purchase of the play tower for the play area
 - As Cllrs Tully and Barrow needed to leave the room for the review, Cllr Curtis was proposed as the Chair for items 11.a. and 11.b.
Proposed: Cllr Barrow **Seconded:** Cllr Bartlett
Cllrs Tully and Barrow then left the room
 - The grant application was reviewed and it was confirmed that the funds should be made available for the project. Other funding is coming from RLT2 funding and funds already raised by the OSVH&RGC
Proposed: Cllr Peaster **Seconded:** Cllr Bartlett *resolved unanimously*

- b. Consider additional grant to the Over Stowey Village Hall and Recreation Ground Committee of £500
 - See item 11.a. re Cllrs Tully and Barrow
 - The donation request has been made to put towards updating the fire extinguishers as required to cover Health and Safety regulations. The OSVH&RGC will be covering the remainder of the cost
 - The donation request was reviewed and it was agreed that the funds should be made available to the committee
Proposed: Cllr Lindley **Seconded:** Cllr Goddard *resolved unanimously*
Cllrs Tully and Barrow were asked to return to the meeting and were informed of the decisions made. Cllr Tully then retook the Chair.

- c. Agree transfer of £2755 from the Business Reserve Account (Downing Legacy) to the Current Account if resolution passed re items 11.a. and 11.b.
Proposed: Cllr Goddard **Seconded:** Cllr Lindley

- d. Agree letter permitting the Clerk to request end of year statements from NatWest Bank
Proposed: Cllr Bartlett **Seconded:** Cllr Curtis

e. Payments

i.	Clerks Wages	March 2023	304.60
ii.	Expenses	Arnold Baker	
		Local Council Admin book (World of Books)	11.49
		Grit bins and rock salt (Aldea Group Ltd)	<u>528.00</u>
			539.49
iii.	Sedgemoor District Council	Dog waste bin emptying service (until end of financial year - March 2023)	199.39
iv.	Active Signs	Signage for the MUGA	86.83
v.	Over Stowey Village Hall and Recreation Ground Committee	(agreed under item 11.a. funded by the Downing Legacy)	2255.00
vi.	Over Stowey Village Hall and Recreation Ground Committee	(agreed under item 11.b. from S137 funds)	500.00
vii.	HP Ink	February 2023	4.49
viii.	Mobile phone contract	D/D Jan & Feb 2023	<u>22.95</u>
	TOTAL		£3912.75

Proposed: Cllr Peaster

Seconded: Cllr Goddard

12. Date of next meeting:

Wednesday 19th April 2023 at 7.00pm at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.15pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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

Signed:

Dated: