

OVER STOWEY
PARISH COUNCIL

OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on October 18th 2023

**Please note that these minutes are draft until approved at the
November 15th 2023 Meeting of the Parish Council**

Present: Parish Councillor

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

Somerset Councillors

M. Caswell (until 7.50pm)

1. Apologies for Absence:

Cllr 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

None declared

4. Minutes of the Annual Meeting of the Parish Council held on September 20th 2023

Proposed: Cllr Goddard

Seconded: Cllr Barrow

5. Correspondence:

a. Email re rock salt

- No more is required for this winter as there are still supplies available. If anyone needs any for a particular area, please contact the Clerk
- Cllr Barrow will check the grit bins at Bincombe Green and the Recreation Ground to see if they need replenishing

b. Feedback re stiles on PROW BW26/1

- Cllr Barrow has offered to meet with the relevant officer to discuss what options there are to make the Public Right of Way more accessible to more people. The Clerk will arrange this for both parties

6. Items for Discussion:

a. Grounds maintenance contract review update

- Six contractors have been approached and five have either declined or not responded. It was agreed under Financial Regulations 11.1.d that as only one quote had been received despite strenuous efforts to obtain more since July 2024, that the contract be awarded to the contractor who had submitted their quote
- The contractor is local, their work is of a high standard, and it was proposed that the Clerk contact them to inform them of the decision

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

b. Cemetery steps handrail quote

- Cllr Peaster has been in contact with a local metalsmith and a quote is expected soon

c. Somerset Council update –

- The Clerk had attended the Somerset Council online update meetings and the SALC finance training since the last Parish Council meeting. Much of the discussion has been with regards to the financial situation
- Somerset Council are currently reviewing their budget with a view to setting their budget in February 2024 where they will be able to see what gaps there might be and which services may potentially be affected
- All information will be communicated to Clerks in a format that can be fed back to councillors to ensure a consistent message as soon as it is produced
- Somerset Council are looking to learn lessons from those local authorities around the country who have issued or are likely to issue a Section 114 Notice
- There is concern that funds may not be available to LCN's for projects that the networks are hoping to take on and this has been expressed to Somerset Council
- Cllr Caswell reiterated that engagement with the LCN's is vital to ensure that these concerns are escalated and that there had only been two LCN meetings to date. The way forward is to work collectively to ensure services can be provided

d. Highways updates

- i. Feedback re review of rules regarding walking of dogs on public highways
 - An email has been received from the relevant officer at Somerset Council with reference to Public Space Protection Orders (PSPO's)
 - It was asked if the Clerk contact them again to request that they attend the November meeting to clarify the rules - the Clerk will action this

- ii. Overgrown trees/hedgerows on South Lane
 - Wessex Water have not yet undertaken this work. The Clerk will follow this up
- iii. Verge cutting - 1m cut (service currently provided by Somerset Council)
 - No further progress has been made as yet as to whether the Parish Council are able to take this service on with funding from Somerset Council
 - Cllr Caswell will be meeting with an officer from Somerset Council before the end of October to discuss this with them
- iv. Hedge cutting – above the 1m (landowners responsibility)
 - Cllrs Peaster, Tully, Barrow and Lindley will meet to produce a map of locations where they consider work could be undertaken to improve the safety on the highway in an effective and cost-efficient way
- e. Possible projects for the parish
 - i. Update re Kings Coronation plaque at Bincombe Green
 - The plaque has been placed soon and the invoice received (see item 10.b.ii.)
 - ii. Update re plaque for Over Stowey Recreation Ground
 - Cllr Tully has confirmed the measurements with the Clerk and designs and quotes will be obtained for review at the November 2023 meeting

7. Matters arising for the Agenda for the October 2023 meeting

- a. Budget planning – follow up
- b. December meeting date of Wednesday 20th December tbc
- c. Feedback re reports of broken stiles
- d. Grass cutting from Halsey Cross to the A39 junction – letter of thanks to person who undertakes this
- e. Hedge cutting – feedback from Cllrs Tully, Barrow, Peaster and Lindley
- f. On another note, Cllr Curtis wished to express his thanks for the Chairs Award nomination for his work within the parish, which had been successful

8. Planning applications:

- a. Planning updates:
 - Application 40/23/00005 has been withdrawn and 40/23/00006 has been granted
- b. Agree resolution for a confidential session for item 8.c. below
Proposed: Cllr Barrow **Seconded:** Cllr Curtis
- c. Potential breaches of planning
 - The planning enforcement officer has been in contact with the Clerk to confirm that letters will be written to the landowners for the possible breaches of planning that have been reported to the Parish Council
- d. Planning applications
 - There were no planning applications to review

9. Personnel:

- a. Consider Clerks overtime request – 20 hrs.
 - The Clerk requested 20 hours overtime which had been accumulated over the last 26 weeks. It was proposed that this be paid
Proposed: Cllr Peaster **Seconded:** Cllr Barrow
- b. Feedback from finance training – see item 6.c.

10. Financial Matters:

- a. Review draft budget
 - This was circulated to the councillors for an initial review. All items were considered individually and compared to current spend and forecasted year end totals with amendments made to:
 - the rock salt budget as none will be required for next year
 - the garden waste collection/grounds maintenance costs as the garden waste will be undertaken by the confirmed contractor for the grounds maintenance due to SWP not being able to collect it
 - the ink subscription as the new printer does not have this option, so the figure for ink is included within the administrative costs (stationery, stamps and ink)
 - it was suggested that a reserve is created for the verge/hedge cutting to ensure that funds are available should this be taken on by the Parish Council
 - The Clerk will make these amendments and present the second draft of the budget at the November 2023 meeting

b. Payments

i.	Clerks Wages	October 2023 Including overtime payment (see item 9.a.)	584.00
ii.	Coronation plaque for Bincombe Green		156.00
iii.	SALC annual affiliation fee		106.78
iv.	Mobile phone contract	D/D Sept and Oct 2023	<u>52.50</u>
	TOTAL		£899.28

Proposed: Cllr Peaster

Seconded: Cllr Goddard

11. Date of next meeting:

Wednesday 15th November 2023 at 7.00pm, to be held at Over Stowey Village Hall
The next LCN meeting is due to be held on November 22nd 2023 at Wembdon Village Hall.

There being no other business the meeting adjourned at 8.15pm

Amanda McMurren - Clerk to Over Stowey Parish Council

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Signed:

Dated: