

OVER STOWEY  
PARISH COUNCIL

**OVER STOWEY PARISH COUNCIL MEETING**

**Minutes of the Parish Council meeting held on November 15th 2023**

**Please note that these minutes are draft until approved at the  
December 20th 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 8.15pm)  
B. Bolt (until 8.00pm)

**1. Apologies for Absence:**

None

**2. Members of the Public:**

Two members of the public were in attendance re item 5. and the agent for item 5. also attended the meeting. This item was moved from item 8.c.i. on the agenda.

**3. Declarations of Members Interests in Respect of Items on the Agenda**

None declared

**4. Minutes of the Meeting of the Parish Council held on October 18th 2023**

**Proposed:** Cllr Goddard

**Seconded:** Cllr Peaster

**5. Planning Application 40/23/00009:**

- Cllr Bolt left the room for this item
- The agent spoke for three minutes regarding the proposals and a number of questions were put to the applicants and agent by councillors
- It was proposed that a site visit be undertaken by Cllr's Peaster, Tully and Lindley with delegated authority being granted to feedback the outcome to the Clerk for a response to be sent to the planning department
- The site meeting was agreed for 17<sup>th</sup> November 2023. The response is available online at [40/23/00009](#)

**Proposed:** Cllr Goddard

**Seconded:** Cllr Bartlett

## 6. Correspondence:

- a. Email re CIL payment due
  - An amount of £576.69 will be made available for the benefit of the parish from a recent planning development
  - It was suggested that this could be put towards the ongoing refurbishment of the Village Hall which will benefit the community as a whole
  - The Clerk will forward a donation request form to the Over Stowey Village Hall Committee for completion by them with a view to consideration at the December 2023 meeting
- b. Email re SALC AGM
  - This is being held on Saturday 2<sup>nd</sup> December, currently no-one is available to attend. The Clerk will send apologies to SALC
- c. Email from Home-Start regarding a request for a letter of support
  - Home-Start are undertaking an initiative to extend their services into the local area and within Sedgemoor itself. This will ensure families have a support network with various projects being available to those in need of help and guidance
  - Home-Start are applying for Hinkley Point C grant funding and are asking for letters of support from Parish Councils
  - It was proposed that Over Stowey Parish Council forward a letter of support for the application

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

## 7. Items for Discussion:

- a. Grounds maintenance contract to consider
  - The final contract was considered, the contractor has agreed the content and it was proposed that this is also agreed by the Parish Council

**Proposed:** Cllr Barrow      **Seconded:** Cllr Curtis
- b. Cemetery steps handrail quote
  - The contractor has been in contact with the Clerk and has provided an estimate of £250 - £300
  - This will be confirmed by email and can then be fully considered at the December 2023 meeting
- c. Somerset Council update
  - Somerset Council have confirmed there will be a shortfall for this financial year and also a funding gap of £100m due mainly to the rising cost of adult social care for 2024/2025
  - This will have an impact on services and Town and Parish Councils, community groups and volunteers groups have been approached with a view to considering taking on assets and services at a more local level
  - This has cost and resource implications and needs to be considered carefully by the Parish Council

- The timescales given are tight and this issue will be discussed at the December meeting
- Further information can be found on the Somerset Council Website

**d. Highways updates**

- i. Feedback re review of rules regarding walking of dogs on public highways
  - Further clarification of this is being sought and feedback will be given at the December meeting
- ii. Overgrown trees/hedgerows on South Lane
  - This work has not yet been undertaken – the Clerk will follow this up
- iii. Verge cutting - 1m cut (service currently provided by Somerset Council)
  - This service is one of the options on the asset and service devolution list and will be considered at the December 2023 meeting
- iv. Hedge cutting – above the 1m (landowners responsibility)
  - Work is ongoing to produce a plan of action to address this. Thanks are expressed to those who have already cut their boundaries back or have confirmed when they will do so
- v. Consider proposal to send letter of thanks
  - A member of the public in the parish has been cutting the verge from Halsey Cross towards the junction opposite the Cottage Inn and it was proposed that a letter of thanks is sent to them in recognition of their work

**Proposal:** Cllr Peaster

**Seconded:** Cllr Barrow

**e. Possible projects for the parish**

- i. Update re plaque for Over Stowey Recreation Ground
  - Quotes have been received from two companies
  - Cllr Curtis will take the revised layout and wording to one of the companies to request this option at an acceptable cost to the parish
  - Cllr Curtis will report back at the December 2023 meeting

**8. Matters arising for the Agenda for the October 2023 meeting**

- a. Devolution of assets and services from Somerset Council
- b. Budget planning/precept setting – follow up
- c. Recreation Ground plaque
- d. Handrail quote to consider
- e. Feedback re stiles on PROW BW26/1
- f. Planning updates

**9. Planning applications:**

- a. Agree resolution for a confidential session for item 8.b. below

**Proposed:** Cllr Bartlett

**Seconded:** Cllr Barrow

- b. Potential breaches of planning

- An email has been received from the Planning Enforcement Officer with regards to a reported breach of planning
- A planning application is now expected

c. Planning application:

Application: 40/23/00010

Location: 29 Friarn, Over Stowey, Bridgwater, Somerset, TA5 1HW

Proposal: Variation of Condition 2 of Planning Permission 40/20/00014 (Erection of ground and first floor extensions to rear (southeast) elevation, single storey extension to southwest and northeast elevations and porch to northeast elevation) to allow for vertical cladding to all elevations

- Following a review of the application, it was proposed that the Parish Council response states that they are unable to make a decision on this application as it stands
- Work that has been carried out on the west elevation is not as agreed in the original proposals (40/20/00014). Weatherboard cladding has been continued across the whole of the first-floor level rather than at each end as shown in the original plans and this is not shown on the application form
- The Clerk will submit this to the planning department and request that this is reviewed and a revised planning application submitted

## 10. Personnel:

a. Purchase of archiving boxes

- The Clerk is streamlining the Parish Council records and requires boxes to take documents to the Somerset Heritage Centre. These will be ordered as soon as possible and are likely to be less than £15.00

b. Update re pay rise for Clerks

- The Local Government Association has communicated that the National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024. This will equate to an additional £1.00 per hour for the Clerk backdated to 1<sup>st</sup> April 2023
- It was proposed that this increase be implemented immediately

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

## 11. Financial Matters:

a. Review draft budget – version 2

- This was circulated to the councillors with the amendments as agreed at the October meeting
- It was suggested that further discussion takes place at the December meeting once more information about the devolution of services is available from Somerset Council

**b. Payments**

i.	Clerks Wages	November 2023 Including back pay from 1/4/23 – 31/10/23 (see item 10.b.)	485.00
ii.	Cloud Next	Gov.uk domain renewal (for two years)	132.00
iii.	Mobile phone contract	Nov 2023	<u>26.25</u>
	<b>TOTAL</b>		<b>£643.25</b>

**Proposed:** Cllr Bartlett

**Seconded:** Cllr Curtis

**12. Date of next meeting:**

Wednesday 20<sup>th</sup> December 2023 at 7.00pm, to be held at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.45pm

Amanda McMurren - Clerk to Over Stowey Parish Council

Email: [clerk@overstoweyparishcouncil.gov.uk](mailto:clerk@overstoweyparishcouncil.gov.uk) Tel: **07391 313740**

**Signed:**

**Dated:**