



OVER STOWEY PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Wednesday 15th April 2026

Please note that these minutes are draft until approved at the
Annual Meeting of the Parish Council 20th May 2026

Present: Parish Councillors P. Tully
K. Barrow
D. Peaster
B. Bartlett
Somerset Councillors M. Caswell

1. Apologies for Absence:

- Cllrs Curtis, Lindley and Bond and Somerset Cllr Bolt

2. Members of the Public:

- Two members of the public were in attendance
 - a. One member of the public was in attendance to request the support of the Parish Council with regards to a proposed accessibility initiative in Great Wood. The proposal is to set up a scheme where people with limited mobility can hire an all-terrain motorised scooter to gain access to some of the walks in the area.
 - The plans for the project were outlined
 - Organisations, agencies and other potentially interested parties have already been approached
 - Potential barriers to the project have and are being considered
 - A letter of support was requested by the attendee
 - It was proposed and agreed that the Parish Council provide this as soon as is practicable

Proposed: Cllr Barrow

Seconded: Cllr Peaster

- b. The second member of the public was in attendance as they have shown interest in the Clerk vacancy and wished to observe the meeting

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

- None were declared

4. Minutes from the Parish Council held on the 18th March 2026

- **Proposed:** Cllr Barrow

Seconded: Cllr Peaster

5. Correspondence/Information only:

- a. Emails re grants received
 - Emails of thanks have been received from The Dorset and Somerset Air Ambulance Trust and Crimestoppers South-West
- b. Email re Stowey Woods
 - Somerset Council have agreed to the request from Stowey Green Spaces to have Stowey Wood added to the list of Assets of Community Value
- c. Email re timber harvesting at Great Wood
 - Forestry England have informed the Parish Council that timber harvesting work at Great Wood in Over Stowey is expected to start around late summer 2026 for roughly 12 months though exact timescales are still unclear
 - Face to face meetings will be held in the forest to discuss the upcoming operations, dates of these will be communicated by Forestry England nearer the time
 - If you have any questions, you can contact Forestry England at: westengland@forestryengland.uk
- d. A message has been received regarding a Public Right of Way gate that might need repair
 - This will be included on the agenda for the May 2026 meeting

6. Items for discussion:

- a. Somerset Council and LCN
 - i. The Highways Working Group meeting
 - This was due to take place on Thursday 16th April 2026
 - Cllr Tully stated he would attend if he is able to
 - ii. The Local Government Boundary Commission
 - The final recommendations have been published
 - Over Stowey will come under the Quantock division
 - There will be one Somerset Council councillor covering this division
 - Please see further details at:
[Local Government Boundary Review - Somerset](#)
- b. Highways updates and new issues
 - i. Cllr Bartlett requested that the Clerk reports two large potholes on Adscombe Lane
 - ii. The Clerk has reported the issue
- c. Review of the asset register
 - This was reviewed and it was proposed that the register be signed off as an accurate record of the Parish Council's fixed assets
Proposed: Cllr Barrow **Seconded:** Cllr Bartlett
- d. Review of Standing Orders for 2026/2027
 - This was reviewed and it was proposed that the policy be adopted for the current year
Proposed: Cllr Barrow **Seconded:** Cllr Bartlett
- e. Review of Financial Regulations for 2026/2027
 - This was reviewed and it was proposed that the policy be adopted for the current year
Proposed: Cllr Peaster **Seconded:** Cllr Bartlett

f. Review of the Code of Conduct for 2026/2027

- This was reviewed and it was proposed that the policy be adopted for the current year
Proposed: Cllr Barrow **Seconded:** Cllr Peaster

g. Review of Cemetery Fees and policy regarding fees

- After a discussion regarding the fees, the future of the cemetery with regards to additional space needed and a subsequent policy the following was agreed:
 - The fees will be raised to the same level as Nether Stowey cemetery fees
 - It was proposed that the fee for the interment in an earthen grave for the burial of persons not resident in the parish of Over Stowey be charged at £500
 - All other fees for non-residents will be reviewed at the May 2026 meeting (currently all fees for a person not resident in the parish of Over Stowey are doubled)
 - It was proposed that the Clerk draft a policy regarding non-residents for review at the May 2026 meeting

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

h. Confirm meeting date for July 2026 meeting

- The Clerk will not be available on the third Wednesday in July so requested that the meeting be held on Wednesday 8th July 2026
- It was proposed that this be agreed

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

i. Parish projects:

a. Cemetery wall update

- The Clerk will contact the contractor and Cllr Lindley to ensure they liaise with the landowner adjacent to the cemetery is aware of timescales and can provide access to the wall on their side when necessary
- Notices will be published to ensure the general public are aware of when the work will be taking place

b. Suggestions to consider

- Area for notices for local events
- Possible grant application for new nets for the Cricket Club

7. Matters arising for the Agenda for the 20th May 2026 meeting (Annual Meeting of the Parish Council)

- Possible grant application re Over Stowey Cricket Club
- Policies for 2026/2027

8. Planning applications:

a. Planning updates

- Planning application 40/26/00001 – granted permission 25/03/2026

9. Personnel:

a. Review of content of email received from SALC re Clerk vacancy

- Deferred to May 2026 meeting

10. Financial Matters:

a. Agree following transfers:

- i. Transfer of remaining balance from 2025/2026 from the Current Account to the General Business Reserve

Proposed: Cllr Bartlett

Seconded: Cllr Peaster

- ii. Transfer of £3000 from the precept for 2026/2027 from the General Business Reserve to the Current Account

Proposed: Cllr Barrow

Seconded: Cllr Bartlett

b. Payments

i.	Clerks Wages	April 2026	251.12
ii.	Water2Business	Annual water rates	139.29
iii.	ICO	Annual subscription	47.00
iv.	Microsoft	Annual subscription	138.24
v.	Mobile phone contract	D/D April 2026	<u>16.69</u>
			£592.34

Proposed: Cllr Bartlett

Seconded: Cllr Peaster

11. Date of next meeting:

- Annual Parish Meeting Wednesday 20th May 2026 at 6.30pm
- Annual Meeting of the Parish Council Wednesday 20th May 2026 at 7.00pm
- Both meetings to be held at Over Stowey Village Hall

There being no other business the meeting adjourned at 8.05pm.

Amanda McMurren - Clerk to Over Stowey Parish Council

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

Signed:

Dated