

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 9 OCTOBER 2017 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors

John Roberts (Chairman)
Colin Falla
Kevin Ferriday
Andrew Jeanes
Pat Pardoe
Colin Penny
Malcolm Reid
Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)
Cllr Michael Caswell
Cllr Julie Pay
10 members of the public

Public Session

It was agreed that Standing Orders would be suspended before item 6 to allow those wishing to speak about the Lime Street Road Safety Project to do so. No other issues were raised

5064 Apologies

Apologies were received from Cllr Hogg (holiday). The absence was approved.

5065 Declarations of Interest

Cllrs Penny and Rich declared interests in the Playing Field.

5066 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 11 September were approved as a true record and signed by the Chairman.

5067 County and District Council Liaison

District: Cllr Caswell said that the Sedgemoor's revised Local Plan had been submitted to the Inspectorate. It was hoped that the 640 houses planned for the District would be acceptable in the light of the Government's new proposal announced in September.

Sedgemoor's Planning Department was in the top quartile for performance due to improved working systems.

County: Cllr Caswell gave information about the County Councils Small Improvement Scheme for local roads. The Chairman explained that the Lime Street Scheme had been sponsored by Cllr Edney under this scheme.

An official complaint had been made about the effect on traffic that the works on the new Cannington cycle path were causing.

Cllr Pay reported that the Licencing panel had been busy. She had attended a very informative Cluster meeting on 3 October, including an item presented by the police concerning fly-parking and anti-social behaviour, and police priorities. The police intend to be represented at all future Cluster meetings.

5068 War Memorial

Councillors considered a proposal by the War Memorial Project Group (represented by Mr Henry) to put a shin rail around the war memorial. This was intended to protect the memorial, which had recently been damaged, and to hold the wreaths in place. Members were concerned that the design proposed would create a trip-hazard to pedestrians and would allow litter and debris to accumulate

within the railing which would be difficult to clean. It was **agreed** that the Clerk would discuss the safety issue with the Highways Service Manager who was already aware of the proposal and report to members by e-mail.

5069 War Memorial Repairs

A corner of memorial base had been knocked off. Fortunately, the piece had been found and Fine Memorials had quoted £25 to reattach it. It was **agreed** to accept the quote. The Clerk confirmed that the memorial would be cleaned before the Remembrance Sunday service but would probably have to be done before the repair work.

Mr Henry left the meeting

5070 Lime Street Pedestrian Safety Works

Standing Orders were suspended to allow members of the public an opportunity to speak on the matter. The Chairman advised that the intention was to provide a safer route for children walking to school. It was not possible to put in a proper pavement, as had been hoped, so a shared virtual footpath and additional street light to improve visibility. This would require returning the bank to its original grassed state. The plans addressed issues raised by residents and parents. The Parish Council considered these plans at the Parish Council meeting in October 2015, which 37 residents from Lime Street attended and gave their views. The plans were agreed with modifications proposed by those attending (which have since been incorporated) There had been regular updates since.

Residents of Lime Street spoke in objection to the removal of the trees on the grounds of environmental and wildlife value and other points regarding the likely use of the path by pedestrians and by residents parking, the removal of the railings (which had been requested by mobility scooter and buggy users).

Standing Orders were resumed. Councillors were concerned that if the trees were not removed the whole project would not be viable there was a risk that SCC would cancel it. It was **agreed** that the Clerk would pass these concerns to the Project Manager at the County Council. Further information would be provided via the notice boards and the Parish Council's website.

Cllrs Caswell and Pay left the meeting

7 members of public left the meeting, one arrived

5071 Nether Stowey Library

Members noted the report provided by Mr Stacey on behalf of FONSL in preparation for the meeting with SCC Library Services on 24 October.

5072 Planning

The following application was considered:

- a) Application Ref: 36/17/00018
 Address: 1 Stowey Cottages, St Mary Street, Nether Stowey
 Proposal: Replacement of upper staircase to second floor, and other minor internal alterations
 Response agreed: *No objection*

5073 Budget and Reserves Reports

The budget and reserves reports to 6 October were **noted**. Copies of the reports are appended to these minutes.

5074 Expenditure

Expenditure incurred since the Parish Council meeting of 11 September:

Date	Payee Name	Cheque	Amount	Transaction Details
18 Sept	C Falla	cash	5.00	Entry cost for Crowcombe fracking event
19 Sept	Office Payroll	103857-860	2,361.74	Staff Payroll September 2017

Date	Payee Name	Cheque	Amount	Transaction Details
19 Sept	C Falla	103861	13.05	Millage claim for Strimmer training
27 Sept	Stuart Todd	103862	1,120.00	Work in respect of Neighbourhood Plan
1 Oct	EDF Energy	DDR	20.00	Public Toilets electricity
2 Oct	Tammy Betson	103863	20.00	Refund for May Fair 2018
4 Oct	Edward Martin	DDR	28.34	Website Maintenance contract
4 Oct	EDF Energy	DDR	12.00	Clock Tower Electricity
4 Oct	NS Village Hall	103864	22.50	Hire of Club Room 11 September
5 Oct	void	103865	0	Cheque cancelled, replaced by 103868
5 Oct	Grandfield & Son	103866	384.00	Notice Board (Harry Prowse Close)
6 Oct	BT Business	DDR	38.95	Telephone & Broadband September
9 Oct	EDF Energy	103867	59.30	Clock Tower UMS supply July-Sept
9 Oct	K Sparkes	103868	150.13	Village Maintenance
TOTAL			£4,235.01	

The expenditure was **approved** and (any) two of the authorised signatories were instructed to sign the relevant cheques (proposed Cllr Ferriday, seconded Cllr Reid).

5075 Bank Reconciliation

The bank statement and accounts check had been carried out by Cllr Rich who confirmed that she was satisfied all was in order.

5076 Highways

The loose paving stone near the war memorial had been reported.

5077 Reports

Chairman: Efforts to find a group to take over the May Fair had failed. He had written to past stall-holders and entertainers that there would be no May Fair in 2018 and quite a few of the regulars had sent nice letters in return. All files had been archived at the Parish office.

Clerk: – HMRC payments will no longer be paid at the Post Office (from January), this will incur increased postage charges.

- The new notice board had been installed at the corner of Harry Prowse Close and Stogurse Lane.
- The Clerk had received an enquiry from a resident wishing to park a pizza van at the car park one a week (to be considered at a future meeting).
- The grant for play area fencing would be £642, within the limit set at the last meeting.
- The Clerk had circulated details relating to an enquiry about de Curcis Close. The matter was being dealt with by Sedgemoor’s legal department and there had been no further information.
- The 2016/17 accounts had been returned from the auditor with one (non-material comment). The report had been circulated.

Neighbourhood Plan (Cllr Ferriday) – a new consultant had been engaged and had attended the last meeting. He had commented on the work done so far and the group was following up. The next meeting was Monday 23 November.

Village Hall (Cllr Pardoe) – Now that the electricity supply debt had finally been settled the Hall had made a small profit last month. There would be a Christmas market on 9 December – there were only two stalls left.

Playing Field: (Cllr Penny) – work was being carried out on the changing rooms. It was expected that the installation work on the mast would be completed next week.

Quantock Cluster: Cllr Reid had attended the meeting as the Parish Council’s representative. He had nothing to add to Cllr Pay’s summary, except that there were now over 2,000 employees at Hinkley Point including 67 apprentices.

Hinkley Point: Cllr Reid would be away for the SSG and Forum meetings in November.

Active Living (Cllr Pardoe) – there had an armchair tai chi session. This had proved so popular that there were plans to start up a regular group and were looking for a venue.

Footpaths (Cllr Falla) – the strimmer had been delivered and Cllr Falla had done a test run. Stowey Walking were arranging for Coleridge Way markers to be put up and were looking to replace the AONB finger on the post at the Cross.

5078 Correspondence

It was **agreed** that since correspondence is circulated by e-mail throughout the month, this item would be dropped as a regular agenda item. Correspondence would be dealt with as an agenda item or in the Clerk’s report as necessary.

5079 Forthcoming meetings and events

Outside meetings and events

Thu 12 Oct -or-	Sedgemoor Planning Seminar	Bridgwater House	6-9pm
Wed 18 Oct			
Tues 24 Oct	Meeting with Library services	Parish Office	2pm
Fri 27 Oct	Hinkley SSG meeting	Canalside, Bridgwater	10am
Sat 28 Oct	SALC Annual General meeting	Somerton	9.30-3pm
Thur 2 Nov	Hinkley Transport Forum	Puriton VH	6.30 pm
Thur 9 Nov	Hinkley Community Forum	Cannington College	7pm
Sun 12 Nov	Remembrance Service	The Cross	10.45am

Neighbourhood Planning

Mon 23 Oct	Neighbourhood Planning Group	Parish Office	7pm
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5080 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 13 November at 7 pm at Nether Stowey Village Hall.

The meeting closed at 8.50 pm

Budget Report to 6 October 2017

Account	Budget 17/18	First quarter	July 2017	Aug 2017	Sept 2017	Second quarter	Oct 2017	Third quarter	Fourth quarter	Total spent to date	
Reserves Total	44,214.08	680.00	563.57	92.32	43.05	698.94	320.00	320.00	-	1,698.94	42,515.14

Income

Account	Budget 17/18	First quarter	July 2017	Aug 2017	Sept 2017	Second quarter	Oct 2017	Third quarter	Fourth quarter	Total spent to date	
1002 Allotment Rental	100.00	0.00				0.00		0.00	0.00	0.00	0.00%
1003 Council Tax Grant	2,608.00	1,304.00			1,304.00	1,304.00		0.00	0.00	2,608.00	100.00%
1004 Bank Interest	100.00	0.00			0.01	0.01	0.01	0.01	0.00	0.02	0.02%
1006 Cemetery Income	1,200.00	720.00	160.00	85.00		245.00		0.00	0.00	965.00	80.42%
1009 Miscellaneous Grants	0.00	0.00				0.00		0.00	0.00	0.00	**
1012 Printing & Copying receipts	650.00	190.69	6.75	171.25	9.20	187.20	38.81	38.81	0.00	416.70	64.11%
1013 May Fair 2017 Income		792.98		15.00		15.00		0.00	0.00	807.98	**
1014 May Fair 2018 Income		0.00				0.00		0.00	0.00	0.00	**
1016 Village Trail Booklet Income	20.00	10.00				0.00		0.00	0.00	10.00	see 4510
1017 War Memorial Project		0.00				0.00		0.00	0.00	0.00	see 4511
1999 Misc Receipts		0.00				0.00		0.00	0.00	0.00	**
115 VAT Refunds		532.00				0.00		0.00	0.00	532.00	**
1011 Precept	47,093.00	23,546.50			23,546.50	23,546.50		0.00	0.00	47,093.00	100.00%
Subtotal Income For Year	51,771.00	27,096.17	166.75	271.25	24,859.71	25,297.71	38.82	38.82	0.00	52,432.70	101.28%

Expenditure

Account	Budget 17/18	First quarter	July 2017	Aug 2017	Sept 2017	Second quarter	Oct 2017	Third quarter	Fourth quarter	Total spent to date	
Parish Office											
4101 Office Equipment		82.50				0.00		0.00	0.00	82.50	**
4102 Parish Council Office Rent	3,100.00	752.75	750.00			750.00		0.00	0.00	1,502.75	48.48%
4103 Postage	85.00	0.00	26.88			26.88		0.00	0.00	26.88	31.62%
4104 Stationery	230.00	49.58	88.66			88.66		0.00	0.00	138.24	60.10%
4105 Telephone & Internet	375.00	96.73	32.23	32.10	32.38	96.71	32.46	32.46	0.00	225.90	60.24%
4106 Website + IT costs	510.00	137.51	167.62	23.62	23.62	214.86	23.62	23.62	0.00	375.99	73.72%

Account	Budget 17/18	First quarter	July 2017	Aug 2017	Sept 2017	Second quarter	Oct 2017	Third quarter	Fourth quarter	Total spent to date	
4108 Printing costs	1,000.00	0.00		350.51		350.51		0.00	0.00	350.51	35.05%
4109 Office Move		0.00				0.00		0.00	0.00	0.00	**
TOTAL Parish Office	5,300.00	1,119.07	1,065.39	406.23	56.00	1,527.62	56.08	56.08	0.00	2,702.77	51.00%
Staff Costs											
4201 Salaries	27,424.00	7,050.26	2,350.11	2,350.08	2,361.74	7,061.93		0.00	0.00	14,112.19	51.46%
4202 Recruitment		0.00				0.00		0.00	0.00	0.00	**
4204 Staff travel costs	170.00	0.00				0.00		0.00	0.00	0.00	0.00%
4205 Staff Training	300.00	0.00	45.00			45.00		0.00	0.00	45.00	15.00%
TOTAL Staff Costs	27,894.00	7,050.26	2,395.11	2,350.08	2,361.74	7,106.93	0.00	0.00	0.00	14,157.19	50.75%
Administration & Finance											
4301 Audit Fees	600.00	325.00				0.00		0.00	0.00	325.00	54.17%
4302 Bank charges	16.00	0.00		1.80		1.80		0.00	0.00	1.80	11.25%
4303 Chairman's Honorarium	250.00	0.00	250.00			250.00		0.00	0.00	250.00	100.00%
4304 Councillors' Expenses	0.00	0.00			13.05	13.05		0.00	0.00	13.05	**
4305 Councillors' Training	0.00	0.00	25.00		5.00	30.00		0.00	0.00	30.00	**
4306 Elections	45.00	0.00				0.00		0.00	0.00	0.00	0.00%
4307 Insurance	1,200.00	1,153.91				0.00		0.00	0.00	1,153.91	96.16%
4308 Statutory Fees	35.00	0.00				0.00		0.00	0.00	0.00	0.00%
4309 Subscriptions	560.00	10.00				0.00		0.00	0.00	10.00	1.79%
4310 Village Hall Hire	353.00	67.50	22.50	22.50		45.00	22.50	22.50	0.00	135.00	38.24%
TOTAL Administration & Finance	3,074.00	1,556.41	297.50	24.30	18.05	339.85	22.50	22.50	0.00	1,918.76	62.42%
Cemetery											
4402 Cemetery Rates	140.00	150.33				0.00		0.00	0.00	150.33	107.38%
4403 Maintenance	3,460.00	676.50	330.00		528.00	858.00		0.00	0.00	1,534.50	44.35%
TOTAL Cemetery	3,600.00	826.83	330.00	0.00	528.00	858.00	0.00	0.00	0.00	1,684.83	46.80%
Community Services											
4502 Allotment	100.00	0.00				0.00		0.00	0.00	0.00	see 1002
4504 Christmas Tree & Lights	200.00	19.00	311.50			311.50		0.00	0.00	330.50	165.25%
4508 Neighbourhood Plan		125.60			933.33	933.33		0.00	0.00	1,058.93	see EMR 324
4510 Village Trail Booklet	20.00	0.00				0.00		0.00	0.00	0.00	see 1016
TOTAL Community Services	320.00	144.60	311.50	0.00	933.33	1,244.83	0.00	0.00	0.00	1,389.43	434.20%
CANS											
4503 CANS		-20.00				0.00		0.00	0.00	-20.00	see EMR 325

Account		Budget 17/18	First quarter	July 2017	Aug 2017	Sept 2017	Second quarter	Oct 2017	Third quarter	Fourth quarter	Total spent to date	
4513	May Fair 2017 expenditure		1,291.55				0.00	20.00	20.00	0.00	1,311.55	see 1013
	TOTAL CANS	0.00	1,271.55	0.00	0.00	0.00	0.00	20.00	20.00	0.00	1,291.55	6457.75%
Village Maintenance												
4601	A39 Verge	1,075.00	165.00	82.00		165.00	247.00		0.00	0.00	412.00	38.33%
4602	Clock Tower Maintenance	275.00	0.00				0.00		0.00	0.00	0.00	0.00%
4603	Clock Tower Electricity	360.00	33.35	12.00	166.21	12.00	190.21	12.00	12.00	0.00	235.56	65.43%
4604	General Maintenance	150.00	75.85				0.00	36.38	36.38	0.00	112.23	74.82%
4605	Old Gaol + The Cross	180.00	96.81	35.75			35.75	42.25	42.25	0.00	174.81	97.12%
4606	Palmers Path	535.00	94.17	44.05		33.00	77.05	26.00	26.00	0.00	197.22	36.86%
4607	Public Seating	250.00	0.00	0.00		240.00	240.00		0.00	0.00	240.00	96.00%
4608	Public Footpaths	0.00	0.00	65.00			65.00		0.00	0.00	65.00	**
4609	Dog Bins	1,500.00	348.40		185.90	348.40	534.30		0.00	0.00	882.70	58.85%
4610	Coleridge Road	240.00	66.00	33.00		66.00	99.00		0.00	0.00	165.00	68.75%
4611	Millennium Wood		82.50				0.00		0.00	0.00	82.50	**
4612	Plot 173	250.00	0.00	82.50		99.00	181.50		0.00	0.00	181.50	72.60%
4613	Mill Lane/Lime Street maint	100.00	24.75	33.00			33.00		0.00	0.00	57.75	57.75%
4614	War Memorial Maintenance		0.00				0.00		0.00	0.00	0.00	**
4615	Mill Lane/Lime Street safety		0.00				0.00		0.00	0.00	0.00	**
	TOTAL Village Maintenance	4,915.00	986.83	387.30	352.11	963.40	1,702.81	116.63	116.63	0.00	2,806.27	57.10%
Castle Street Toilets												
4701	Castle St Toilets Cleaning	2,820.00	545.00	265.00		540.00	805.00		0.00	0.00	1,350.00	47.87%
4702	Castle St Toilets Electricity	100.00	51.00	17.00	20.00	15.71	52.71	20.00	20.00	0.00	123.71	123.71%
4703	Castle St Car Park/Toilets Rates	600.00	635.00				0.00		0.00	0.00	635.00	105.83%
4705	Castle St Toilets Water/Sewerage	440.00	0.00	260.27			260.27		0.00	0.00	260.27	59.15%
4706	Castle St Car Park maint	425.00	83.91	75.25			75.25	45.50	45.50	0.00	204.66	48.16%
	TOTAL Castle Street Toilets	4,535.00	1,314.91	617.52	20.00	555.71	1,193.23	65.50	65.50	0.00	2,573.64	56.75%
Grants												
4801	Miscellaneous Grants	500.00	700.00				0.00		0.00	0.00	700.00	140.00%
4802	Active Living	100.00	0.00				0.00		0.00	0.00	0.00	0.00%
4803	Playing Field	1,800.00	0.00				0.00		0.00	0.00	0.00	0.00%
4805	Village Hall Maint Grant	1,800.00	0.00				0.00		0.00	0.00	0.00	0.00%
	TOTAL Grants	4,200.00	700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	700.00	16.67%
Capital Expenditure												

Account		Budget 17/18	First quarter	July 2017	Aug 2017	Sept 2017	Second quarter	Oct 2017	Third quarter	Fourth quarter	Total spent to date	
4902	Notice board	0.00	0.00				0.00	320.00	320.00	0.00	320.00	**
TOTAL Capital Expenditure		0.00	0.00	0.00	0.00	0.00	0.00	320.00	320.00	0.00	320.00	0.59%
VAT Account												
515	VAT Paid	0.00	253.97	132.00	126.14	271.84	529.98	75.21	75.21	0.00	859.16	**
Total Expenditure A/cs For Year		53,838.00	15,224.43	5,536.32	3,278.86	5,688.07	14,503.25	675.92	675.92	0.00	30,403.60	28.24%
Income		51,771.00	27,096.17	166.75	271.25	24,859.71	25,297.71	38.82	38.82	0.00	52,432.70	101.28%
Balance expenditure-income		2,067.00	-11,871.74	5,369.57	3,007.61	-19,171.64	-10,794.46	637.10	637.10	0.00	-22,029.10	

RESERVES ACCOUNTS FOR YEAR TO 6 OCTOBER 2017

Account	Balance at 1 Apr 2017	Debit	Credit	Balance at 7 July 2017
321 Elections Reserve	1,432.00			1,432.00
322 Payroll Reserve	1,017.64	43.05		974.59
323 Grants Reserve	350.00	350.00		0.00
324 Neighbourhood Plan Reserve	827.15			827.15
325 CANS Reserve	1,172.27		20.00	1,192.27
326 May Fair from previous years	2,522.77	498.57		2,024.20
327 Oral History Reserve	328.46			328.46
328 War Memorial Project Fund	1,270.47			1,270.47
329 Youth Services Reserve	724.51	350.00		374.51
330 Service Devolution Reserve	6,047.50			6,047.50
331 Millennium Wood	122.16			122.16
332 Castle St Car Park/Lavatories	834.59			834.59
333 <i>Account closed</i>	0.00			0.00
334 Community Transport	300.00			300.00
335 Parish Office move contingency	1,150.57			1,150.57
336 War Memorial Maintenance	2,000.00			2,000.00
337 Village Maintenance	5,559.08	477.32		5,081.76
338 Lime St/Mill Lane	6,383.00			6,383.00
339 St Mary St Railings	825.00			825.00
	32,867.17	Nett spend £ 1,698.94		31,168.23
310 General Reserve**	11,346.91		(to date)	13,045.85
	44,214.08		Current Year Fund	22,029.85
		= Bank Balance		66,243.18

Notes**Transactions as follows:**

Debits	322	£ 25.00	Cllr Falla training	(Cllrs' training budget underspend carried over from previous year from EMR)
	322	£ 13.05	Cllr Falla training travel	
	323	£350.00	NSFC Football jackets (half)	
	326	£498.57	May Fair 2017 balance expenditure/income	
	329	£350.00	NSFC Football jackets (half)	
	337	£ 65.00	Cllr Falla – Strimmer training	
	337	£ 92.32	UMS Clock Tower electricity (late bill from 2016/17, funds in EMR)	
	337	£320.00	Stogursey Lane notice board (budgeted in 2016/17, in EMR since)	
Credits	325	£ 20.00	Donation to CANS	

Commitments not yet paid:

Debits	337	£ 57	Strimmer project balance (budget suggested if required)
	310	£641.90	Grant – play area fencing