

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 12 FEBRUARY 2018 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Kevin Ferriday (Chairman)
Colin Falla
Margaret Hogg
Andrew Jeanes
Pat Pardoe
Colin Penny
Malcolm Reid
Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)
14 members of the public
County and District Cllr Michael Caswell
District Cllr Julie Pay

Public Session

The Chairman advised that Standing Orders would be suspended before item 5 (Library Consultation) to allow members of the public to speak at that point.

De Curcis Close: A member of the public raised the issue relating to the sale of low-cost housing at de Curcis Close. The Parish Council understood a further letter from Sedgemoor District Council was coming, but had not yet arrived

Telecoms Mast: A representative of the Playing Field asked if there was any progress. The Clerk had spoken to the County Council, who were waiting for a better offer from either CTIL or Western Power. She would contact them again. Cllr Caswell said he would also take it up again.

No other issues were raised.

5132 Apologies

Apologies were received from Cllr Roberts (working away). The absence was approved.

5133 Declarations of Interest

Cllrs Penny and Rich declared interests in the Playing Field.

5134 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 8 January were approved as a true record and signed by the Chairman.

5135 County and District Council Liaison

Cllr Caswell reported that the reviewed Local Plan was going through the last stages of examination. There would be a full brief in April, and it would be before the Full Council for adoption in July.

Somerset County Council were still preparing their budget for the next financial year. There was a £15m shortfall and they were taking measures to protect services.

He was discontented with SCC's response to date as regards the phone mast.

Cllr Pay reported that the District Council's full budget would go before Full Council in April. The Licencing Committee were looking at managing the highly-addictive gambling machines.

5136 Library Consultation

The Chairman gave a brief update on what the Parish Council had been doing. It was, he said, a complex matter with two separate but intertwined issues – the building and the library service. However, to meet the running costs alone, the Parish faced a 20% increase on the Parish precept for

all households regardless of their library use. The Council was pursuing various avenues to try to set up some kind of joint venture, but nothing could be decided until the consultation period had ended and the results were analysed.

Standing Orders were suspended

Mr Stacey, Chairman of FONSL, made a statement.

Other members of the public made statements of support for the library and/or asking questions.

Standing Orders were reinstated

It was **agreed** to form a Working Group of Cllrs Falla, Ferriday, Pardoe and Roberts to formulate the Parish Council's formal consultation response and develop options. Other Councillors and representatives of other groups would be co-opted as needed (proposed Cllr Jeanes, seconded Cllr Rich).

Cllr Falla added it was vital that people attend the consultation event and/or sends in a response either online or in writing. Forms could be sent by post or dropped at the Library.

5137 Lime Street Pedestrian Safety

The Chairman reported on the meeting he and Cllr Roberts had attended on 29 January. Details had been posted on the notice boards, website and are appended to these minutes.

Some members of the public left the meeting

5138 Gaol Shelter

It was **agreed** to supply keys to enable HPC workers to open the Gaol while waiting for the early morning bus (proposed Cllr Hogg, seconded Cllr Pardoe). The Clerk confirmed that she had proposed conditions to the EDF Transport representative regarding use to ensure that nearby residents were not disturbed.

5139 Office Lease

It was **agreed** to extend the lease for a further year (proposed Cllr Penny, seconded Cllr Jeanes).

5140 EDF Transport Forum

The Clerk had circulated Nether Stowey's contribution to the Cluster's joint presentation at the workshop preceding the Transport Forum (based on the numerous complaints to the Parish Office). Cllr Reid had presented this part and he then gave a report on the main forum.

5141 Budget Report

The Budget report for the period to 9 February was **noted**. A copy of the report is appended to these minutes.

5142 Expenditure

Expenditure incurred since the Parish Council meeting of 8 January:

Date	Payee Name	Cheque	Amount	Transaction Details
8 Jan	EDF Energy	103956	59.26	Clock Tower Electricity (UMS)
9 Jan	Greenslade Taylor Hunt	103957	750.00	Office Rent Jan – March
10 Jan	Value Power Systems Ltd	10.01.18	54.51	Replacement UPS Battery
11 Jan	NS Recreation Ground	103958	1,800.00	Grant - Minute No 5124 Jan 2018
15 Jan	Littles Grocers	103959	50.00	<i>Replaces cheque 103944, approved Dec 2017</i>
15 Jan	Somerset ALC	103960	70.00	<i>Replaces cheque 103831, approved July 2017</i>
16 Jan	Santander	16.01.18	1.60	Bank charges on a/c 3
17 Jan	January Payroll	103961-64	2,364.17	Office Payroll

Date	Payee Name	Cheque	Amount	Transaction Details
22 Jan	Microsoft Office	DD	79.99	Microsoft Office subscription
29 Jan	Stuart Todd Associates	103965	4,080.00	Work carried out for NHP
29 Jan	BT Business	DDR	38.52	Telephone & Broadband
1 Feb	Logiscan	103966	352.80	Replacement CCTV camera in Car Park
1 Feb	EDF Energy Public Toilets	DDR	16.00	Car Park Toilets electricity
2 Feb	Dunkirk Memorial House	103967	1,270.00	Balance War Memorial Fund
2 Feb	E M Computer Services	DDR	28.34	Website Maintenance contract
2 Feb	Keith Sparks	103968	117.00	Village Maintenance Contract Dec 17/Jan 18
2 Feb	Curry's PC World	020218	39.99	Replacement Telephones for Office
4 Feb	EDF Energy	DDR	10.00	Clock Tower Metered Electricity
5 Feb	NS Village Hall	103969	22.50	Hire of Club Room 8 Jan 18
6 Feb	Sedgemoor DC	103970	223.09	Dog Bins Playing Field Oct-Dec 2017
8 Feb	Clarity Copiers	103971	96.37	Office Photocopying Charges
9 Feb	Viridor Waste Ltd	103972	641.80	Play area fencing (CTP) Min No 5051, Sept 2017
TOTAL			£12,165.94	

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

5143 Bank Reconciliation

The bank statement had only arrived on Friday and Cllr Reid would carry out the accounts checks later in the week. (*Afternote: Cllr Reid duly did so on 16 February and was satisfied that all was in order.*)

5144 Highways

The Chairman reported that at the meeting on 29 January, SCC representatives had confirmed that they would monitor the effectiveness of the virtual footpath and review the situation after a period of time to see if further measures need to be taken.

5145 Reports

Clerk's report: She and Cllr Roberts had attended a meeting on 5 February with the Affordable Housing Unit at SDC to follow up points raised by members relating to the draft S106 agreement for Cricketer Farm. A written report would be provided in due course. The stolen sign on Jacksons Lane had been reported, as had the pothole/edge damage

Neighbourhood Plan (Cllr Ferriday) – the next meeting would be on 19 February. The Working Group were in the process of using the research in topic papers to draw up the proposed aims and objectives of the draft Neighbourhood Plan. An event was planned for April at which these aims and objectives would be presented and there would then be a consultation.

Village Hall: Cllr Rich had been unable to attend the last meeting owing to illness.

Playing Field: the problem with a dog had been solved. The merger documents had been signed and the transfer of property was progressing. The fencing for the children's play area was on order (the Clerk confirmed that payment to Viridor for the Parish Council's contribution had been prepared (see expenditure list above). They were hoping to buy a wheelchair-friendly picnic table from RLT funds.

Active Living (Cllr Hogg) – Mrs Ferriday had given an enjoyable talk and there continued to be good attendance.

Footpaths (Cllr Falla) – there would be a Walking Festival, organised by Stowey Walking and the AONB on 30 June and 1 July. Stowey Walking would meet Cllr Roberts to discuss a possible additional sign on 26 February. Walking for Health would start soon (dates not yet available with walks guided by Stowey Walking.

Quantock Hills AONB JAC: there was a meeting on 13 February but unfortunately neither Cllr Pardoe nor Cllr Rich could attend.

5146 Forthcoming meetings and events

Outside meetings and events

Tues 13 Feb	Quantock Hills JAC	Crowcombe	2.15 pm	PP/BR
Fri 16 Feb	EDF Buses meeting	Parish Office	9 am	MR, CS
Fri 23 Feb	Hinkley SSG	TBC		MR
Mon 26 Feb	Stowey Walking meeting	Parish Office	10 am	JR
Tues 27 Feb	Iain Porter AONB	Parish Office	10 am	JR + CF

Neighbourhood Planning

Mon 22 Jan	Neighbourhood Planning Group	Parish Office	7pm	KF, MC, CS
------------	------------------------------	---------------	-----	------------

5147 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 12 March at 7 pm at Nether Stowey Village Hall.

The meeting closed at 7.55 pm.

LIME STREET AND MILL LANE PEDESTRIAN SAFETY PROJECT

○ UPDATE 30 JANUARY 2018

- Phase 2 works will resume on 12 February for a period of 3- 4 weeks, assuming all goes to plan. Arrangements are as follows:
- The road closure will be managed as it was in October. A traffic manager will be on site during the works and will allow access to residents and businesses whilst the works are in progress and when it is safe to do so. This may mean waiting, for example, while machinery is operating by the road. This for your own safety and that of those working on the site.
- There may be times when the nature of the work requires that the road – or part of it – is completely closed, but you will generally be able to park in the evening. Please take heed of any areas with temporary restrictions (eg coned or fenced off).
- There will be no further trees removed from the bank on the south.
- Further work on trimming the trees around the power cable pole. This is under discussion between Somerset County Council (SCC) and Western Power.
- There will be some trimming of the trees on the north side of Lime Street on Highways land where this is necessary for the scheme (detail to be decided on site).

A copy of the plan is available to view in the Parish Office and on the website at www.netherstowey-pc.gov.uk/limestreet-works

We regret the temporary inconvenience this will cause everyone and ask for your forbearance for improvements that will be of benefit to the whole village in the long run. If you have a specific need for access during the period of the closure (eg for carers' visits, deliveries to businesses, etc.) you should contact the Parish Office as soon as possible so that we can discuss appropriate arrangements with you and with the engineering team.

John Roberts
Chairman, Nether Stowey Parish Council

Budget Report to 9 February 2018

Reserves

Account	Budget 2017/18	First quarter	Second quarter	Third quarter	Jan 2018	Feb 2018	Mar 2018	Fourth quarter	Total change to date	
Reserves Total	44,214.08	680.00	698.94	350.00	88.49	1,270.47	-	1,358.96	3,087.90	41,126.18

Income

Account	Budget 2017/18	First quarter	Second quarter	Third quarter	Jan 2018	Feb 2018	Mar 2018	Fourth quarter	Total income to date	
1002 Allotment Rental	100.00	0.00	0.00	0.00	100.00			100.00	100.00	100.00%
1003 Council Tax Grant	2,608.00	1,304.00	1,304.00	0.00				0.00	2,608.00	100.00%
1004 Bank Interest	100.00	0.00	0.01	0.03	95.23	0.01		95.24	95.28	95.28%
1006 Cemetery Income	1,200.00	720.00	245.00	0.00				0.00	965.00	80.42%
1009 Miscellaneous Grants	0.00	0.00	0.00	7,988.00				0.00	7,988.00	**
1012 Printing & Copying receipts	650.00	190.69	187.20	121.42	64.30	30.04		94.34	593.65	91.33%
1013 May Fair 2017 Income		792.98	15.00	0.00				0.00	807.98	**
1016 Village Trail Booklet Inc	20.00	10.00	0.00	0.00				0.00	10.00	50.00%
115 VAT Refunds		532.00	0.00	0.00	772.28	4.85		772.28	1,309.13	**
1011 Precept	47,093.00	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	25,297.71	8,109.45	1,031.81	34.90	0.00	1,066.71	61,570.04	103.03%

Expenditure

Account	Budget 2017/18	First quarter	Second quarter	Third quarter	Jan 2018	Feb 2018	Mar 2018	Fourth quarter	Total spent to date	
Parish Office										
4101 Office Equipment	0.00	82.50	0.00	0.00	21.18	33.33		54.51	137.01	**
4102 Parish Council Office Rent	3,100.00	752.75	750.00	756.44	750.00			750.00	3,009.19	97.07%
4103 Postage	85.00	0.00	26.88	21.56				0.00	48.44	56.99%
4104 Stationery	230.00	49.58	88.66	18.83				0.00	157.07	68.29%
4105 Telephone & Internet	375.00	96.73	96.71	96.79	32.10	32.10		64.20	354.43	94.51%
4106 Website + IT costs	510.00	137.51	214.86	70.86	103.61	23.62		127.23	550.46	107.93%
4108 Printing costs	1,000.00	0.00	350.51	59.69		80.31		80.31	490.51	49.05%
TOTAL Parish Office	5,300.00	1,119.07	1,527.62	1,024.17	906.89	169.36	0.00	1,076.25	4,747.11	89.57%

Account	Budget 2017/18	First quarter	Second quarter	Third quarter	Jan 2018	Feb 2018	Mar 2018	Fourth quarter	Total spent to date	
Staff Costs										
4201 Salaries	27,424.00	7,050.26	7,061.93	7,092.48	2,364.17			2,364.17	23,568.84	85.94%
4204 Staff travel costs	170.00	0.00	0.00	0.00	20.34			20.34	20.34	11.96%
4205 Staff Training	300.00	0.00	0.00	0.00	45.00			45.00	45.00	15.00%
TOTAL Staff Costs	27,894.00	7,050.26	7,061.93	7,092.48	2,429.51	0.00	0.00	2,429.51	23,634.18	84.73%
Administration & Finance										
4301 Audit Fees	600.00	325.00	0.00	300.00				0.00	625.00	104.17%
4302 Bank charges	16.00	0.00	1.80	0.60	1.60	0.30		1.90	4.30	26.88%
4303 Chairman's Honorarium	250.00	0.00	250.00	0.00				0.00	250.00	100.00%
4304 Councillors' Expenses	0.00	0.00	13.05	0.00				0.00	13.05	**
4305 Councillors' Training	0.00	0.00	5.00	0.00	25.00			25.00	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	35.00				0.00	35.00	100.00%
4309 Subscriptions	560.00	10.00	0.00	376.89	165.00			165.00	551.89	98.55%
4310 Village Hall Hire	353.00	67.50	45.00	67.50	22.50	22.50		45.00	225.00	63.74%
4311 Wayleaves	15.00	0.00	0.00	5.80				0.00	5.80	38.67%
TOTAL Administration & Finance	3,074.00	1,556.41	314.85	785.79	214.10	22.80	0.00	236.90	2,893.95	94.14%
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	858.00	1,074.25				0.00	2,608.75	75.40%
TOTAL Cemetery	3,600.00	826.83	858.00	1,074.25	0.00	0.00	0.00	0.00	2,759.08	76.64%
CANS										
4503 CANS		- 20.00	0.00	0.00				0.00	-20.00	see EMR 325
4513 May Fair 2017 expenditure		1,291.55	0.00	45.00				0.00	1,336.55	see 1013
4511 War Memorial Project	0.00	0.00	0.00	0.00		1,270.00		1,270.00	1,270.00	see reserve
TOTAL CANS	0.00	1,271.55	0.00	45.00	0.00	1,270.00	0.00	1,270.00	2,586.55	**

Account	Budget 2017/18	First quarter	Second quarter	Third quarter	Jan 2018	Feb 2018	Mar 2018	Fourth quarter	Total spent to date	
Community Services										
4502 Allotment	100.00	0.00	0.00	0.00	100.00			100.00	100.00	see 1002
4504 Christmas Tree & Lights	200.00	19.00	311.50	53.33				0.00	383.83	191.92%
4508 Neighbourhood Plan		125.60	933.33	0.00				0.00	1,058.93	see EMR 324
4518 Neighbourhood Plan Grant	7,988.00	0.00	0.00	0.00	3,400.00			3,400.00	3,400.00	42.56%
TOTAL Community Services	8,308.00	144.60	1,244.83	53.33	3,500.00	0.00	0.00	3,500.00	4,942.76	59.49%
Village Maintenance										
4601 A39 Verge	1,075.00	165.00	247.00	165.00				0.00	577.00	53.67%
4602 Clock Tower Maintenance	275.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00%
4603 Clock Tower Electricity	360.00	33.35	190.21	92.48	65.14	10.00		75.14	391.18	108.66%
4604 General Maintenance	150.00	75.85	0.00	120.38				0.00	196.23	130.82%
4605 Old Gaol + The Cross	180.00	96.81	35.75	84.50		48.75		48.75	265.81	147.67%
4606 Palmers Path	535.00	94.17	77.05	207.00		43.87		43.87	422.09	78.90%
4607 Public Seating	250.00	0.00	240.00	0.00				0.00	240.00	96.00%
4608 Public Footpaths	0.00	0.00	65.00	0.00				0.00	65.00	**
4609 Dog Bins	1,500.00	348.40	534.30	267.28		185.90		185.90	1,335.88	89.06%
4610 Coleridge Road	240.00	66.00	99.00	66.00				0.00	231.00	96.25%
4611 Millennium Wood		82.50	0.00	9.84				0.00	92.34	**
4612 Plot 173	250.00	0.00	181.50	66.00				0.00	247.50	99.00%
4613 Mill Lane/Lime Street maint	100.00	24.75	33.00	0.00				0.00	57.75	57.75%
4614 War Memorial Maintenance		0.00	0.00	25.00				0.00	25.00	**
TOTAL Village Maintenance	4,915.00	986.83	1,702.81	1,103.48	65.14	288.52	0.00	353.66	4,146.78	84.37%
Castle Street Toilets										
4701 Castle St Toilets Cleaning	2,820.00	545.00	805.00	810.00				0.00	2,160.00	76.60%
4702 Castle St Toilets Electricity	100.00	51.00	52.71	60.00	15.19	16.00		31.19	194.90	194.90%
4703 Car Park/Toilets Rates	600.00	635.00	0.00	0.00				0.00	635.00	105.83%
4704 Castle St Toilets Maint	150.00	0.00	0.00	99.00				0.00	99.00	66.00%
4705 Castle St Toilets Water	440.00	0.00	260.27	170.30				0.00	430.57	97.86%
4706 Castle St Car Park maint	425.00	83.91	75.25	216.25		24.38		24.38	399.79	94.07%
4709 Castle St other	0.00	0.00	0.00	40.91		294.00		294.00	334.91	**
TOTAL Castle Street Toilets	4,535.00	1,314.91	1,193.23	1,396.46	15.19	334.38	0.00	349.57	4,254.17	93.81%

Account	Budget 2017/18	First quarter	Second quarter	Third quarter	Jan 2018	Feb 2018	Mar 2018	Fourth quarter	Total spent to date	
Grants										
4801 Miscellaneous Grants	500.00	700.00	0.00	100.00				0.00	800.00	160.00%
4803 Playing Field	1,800.00	0.00	0.00	0.00	1,800.00	641.80		2,441.80	2,441.80	135.66%
4804 Transport		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	100.00	1,800.00	641.80	0.00	2,441.80	3,241.80	77.19%
Capital Expenditure										
4902 Notice board	0.00	0.00	0.00	389.50	18.99			18.99	408.49	**
TOTAL Capital Expenditure	0.00	0.00	0.00	389.50	18.99	0.00	0.00	18.99	408.49	**
VAT Account										
515 VAT Paid	0.00	253.97	529.98	243.80	717.58	123.43		841.01	1,868.76	**
Total Expenditure A/cs For Year	61,826.00	15,224.43	14,433.25	13,308.26	9,667.40	2,850.29	0.00	12,517.69	55,483.63	89.74%
Income	59,759.00	27,096.17	25,297.71	8,109.45	1,031.81	34.90	0.00	1,066.71	61,570.04	103.03%
Balance expenditure-income	10,055.00	-11,871.74	-10,864.46	5,198.81	8,635.59	2,815.39	0.00	11,450.98	-6,086.41	= CYF

Balances	Bank:	Current a/c	16,100.64	Balance:	as at 1 Apr	44,214.08
		Deposit a/c	34,084.57		Plus income	61,570.04
		A/c no 3	115.08		Less payments	55,483.63
		<u>Total</u>	50,300.49		<u>Total</u>	50,300.49