

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 11 MARCH 2019 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors John Roberts (Chairman)
 Colin Falla
 Kevin Ferriday
 Margaret Hogg
 Andrew Jeanes (*from min no 5336*)
 Pat Pardoe
 Chris Pearson
 Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)
 Cllr Michael Caswell (SDC/SCC)
 Cllr Julie Pay (SDC)
 Five members of the public

Public Session

A resident of Mill Lane wished to express her concern about the speed of traffic on Mill Lane particularly during the morning and evening. She wanted a 20mph limit on the area near the school. The Chairman said that the Parish Council had tried in the past to get the speed limit reduced, but County Highways had said it was not possible as the school was in the Close, not directly on Mill Lane. However he would speak to the Police about monitoring the traffic and Cllr Caswell and he would discuss it again with Highways as the situation had changed.

5332 Apologies

Apologies had been received from Cllr Reid (away). Cllr Jeanes would arrive late.

5333 Declarations of Interest

Cllr Rich declared an interest in the Playing Field/Village Hall.

5334 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 11 February were approved as a true record and signed by the Chairman. The draft minutes of the Planning Committee had been circulated, to be approved at the next Committee meeting.

5334 District and County Council Liaison

Cllr Pay reported that there would be no cuts to Sedgemoor services in the new financial year, thanks to their good financial management. The Cluster meeting on 13 February had gone well, thanks to Cllr Caswell.

Cllr Caswell reported that the new Local Plan had now been passed by the Full Council and was now going through a six-week waiting period before taking effect, in case of any Judicial Review application.

There was some improvement in the County Council's finances suggesting that they could start restoring services.

5335 Planning applications

It was noted that application 36/19/00003 (92 Castle Hill) had been withdrawn. The following responses were agreed:

Planning Ref: 36/19/00004 – 53 Castle Street, Nether Stowey

Proposal: Installation of a through-floor lift

Response: *Support – consider that new position of the lift will not have any significant impact on the architectural value of the house and that the modifications which allow the owners to live conveniently in their home should take priority.*

Planning Ref: **36/19/00005 – 5 Stogursey Lane, Nether Stowey**

Proposal: Erection of a single storey extension to rear (East) elevation and erection of a two-storey side extension with integral garage (on site of existing)

Response: *No objection*

Planning Ref: **36/19/00007 – 1 Castle Street, Nether Stowey**

Proposal: Notification for Prior Approval for Change of Use from Shop (Class A1) to Restaurant (Class A3)

Response: *No objection*

Planning Ref: **36/19/00008 – 4 Clock House, St. Mary Street, Nether Stowey**

Proposal: Works to trees

Response: *No objection*

Cllr Jeanes joined the meeting

5336 Parking

Cllr Pearson's reported that he had made contact with the Diocesan Survey/Head of Property Services. The diocese is conducting a review of all glebe lands. The Chairman said a scheme involving access behind Lime Street had been tried before. Although work had been undertaken with the authorities involved, the scheme had not gone further as some residents had rejected it and it could not therefore progress. Cllr Pearson would discuss the detail of what he suggested with a view to continuing towards a clear proposal.

Cllr Pay left the meeting

5337 Budget Report

The Budget report for the period to 8 March was noted. A copy of the report is appended to the minutes.

5338 End of Year

The proposed viring and Reserves was **approved**.

5339 Expenditure

Expenditure incurred since the Parish Council meeting of 11 February:

Date	Payee Name	Cheque	Amount	Transaction Details
15 Feb	Santander	DDR	1.90	Transaction charges a/c 3
13 Feb	Stowey Walking	122087	50.00	Grant Min No 5321 Stowey Walking
13 Feb	NSPC bank a/c 3	122088	200.00	Transfer from NSPC bank a/c 1
15 Feb	Wilkinsons	CARD	7.00	Stationery and hand wash
15 Feb	Dunelm	CARD	50.00	Chair Stowey Bears Grant Min No 5321
20 Feb	Office Payroll	122089-92	2,433.55	February payroll
22 Feb	Hope Education	CARD	128.36	Fire Station (Stowey Bears as above)
21 Feb	Amazon UK	CARD	12.88	Wooden Cups (Stowey Bears as above)
21 Feb	Bambino Planet	CARD	46.27	Kitchen Items (Stowey Bears as above)
21 Feb	Ebesgood 168	CARD	17.80	Bowls (Stowey Bears as above)

Date	Payee Name	Cheque	Amount	Transaction Details
1 Mar	EDF Energy	DDR	8.00	Clock Tower Electricity
1 Mar	EDF Energy	DDR	15.00	Public Toilets Electricity
4 Mar	E Martin Computer Svs	DDR	28.34	Office Website maint Contract
7 Mar	BT Business	DDR	52.26	Office Telephone & Broadband
06 Mar	Cllr C Falla	122094	7.17	2 Stroke oil for Strimmer
06 Mar	Mr K Sparkes	122095	102.85	Village Maintenance Jan - Mar
11 Mar	NS Village Hall	122093	50.00	Hire of Club room 11 Feb & 11 March
TOTAL			£3,211.38	

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

5340 Bank Reconciliation

Cllr Roberts would carry out the bank reconciliation and voucher check later in the week.

5341 Highways

The Clerk had received notification of a road closure for part of Castle Street for Wessex Water works, including across the entrance to the car park. This would mean that the car park would have to be closed and would impede access to the Library, toilets, Vets and Castle Stores. She would arrange to post notices nearer the time. The dates scheduled were 15-19 April.

It was noted that speed limit sign on Jacksons Lane had still not been repaired, despite a reminder to Highways.

The blocked drains causing flooding at the St Mary Street/A39 junction had been reported and would be repeated.

5342 Chairman's Report

No progress had been made in identifying the driver who had caused the accident at Mill Lane. A replacement slat would cost about £40 +VAT, and the re-setting would cost up to £200. It was **agreed** that the Parish Council would meet the costs (proposed Cllr Falla, seconded Cllr Ferriday).

The Chairman and Clerk had attended the special Cluster meeting arranged by Cllr Caswell. He thanked Cllr Caswell for facilitating and funding the meeting. It had gone well and those attending were keen to continue them. He had proposed that parishes contribute to the costs of future meetings: **agreed**, proposed Cllr Jeanes, seconded Cllr Rich. The next meeting would be at Over Stowey in June and would be attended by PCC Sue Mountstevens. Cllr Caswell added that her attendance at this meeting had generated a lot of interest at Sedgemoor DC and the Police.

The Chairman, Cllrs Ferriday and Falla had attended the signing of the Partnership Agreement. It had been well attended.

The Clerk had submitted the applicant for an AONB grant for improvements to the Lime Street bank. The panel would meet later in the month.

He, Cllr Ferriday and the Clerk had attended a briefing session in connection with the Parish and District elections on 2 May. He reminded members of the rules concerning Purdah beginning on 18 March until Polling Day. Further information would be circulated shortly.

He had noticed that part of the wall between the gaol and the brook had broken. It was **agreed** that Mr Slaymaker would carry out the repairs.

5343 Clerk's Report

The Clerk briefed members on the practical arrangements and timetable for the election.

5344 Parish Council Representatives on outside bodies

Neighbourhood Plan: The next meeting would be on 18 March and he had sent the report to the Consultant for comment. There would be a pause on some work during the purdah period.

Village Hall/Recreation Ground: Cllr Rich reported that repairs to the roof and wall had been completed, but there was now a leak in the ceiling of the Club room. The Spring Market would take place on 13 April and there would be a jumble sale in May. The storage heaters had been repaired. The estimate to improve the heating system was around £5,000. The Hall was running at a loss every month.

Arrangements for Party in the Park were moving along. Mr Hellier was now doing paid maintenance work and was a real bonus. They were seeking quotations for the pitch maintenance and needed a new "No Dogs" sign for the MUGA.

Active Living: there had been quiz.

Footpaths: Cllr Falla had nothing significant to report. He would attend the Stowey Walking later in the week.

SSG: The Clerk confirmed that Cllr Reid had attended the meeting on 8 March, and would report at the next meeting.

Local Organisation review: owing to illness Cllr Pearson had no further progress to report.

5345 Forthcoming Events

Meetings and events

Wed 13 Mar	SALC training	Somerton		Mel
Thurs 14 Mar	Cricketer WG followed by Pegasus/ Strongvox meeting	Smart Ag, Inwood	6pm	AJ, MR, CP, JR, KF, CS
Thurs 21 Mar	NS Twinning AGM	The George	7.30pm	CP
Tues 2 Apr	SALC Audit training	Somerton	6pm	JR, CF?
Fri 12 Apr	SALC Clerk's briefing	Somerton	10am	CS

Neighbourhood Planning

Mon 18 March	Neighbourhood Planning	Parish Office	7pm	KF, MC, CS
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ELECTION TIMETABLE

Wed 3 Apr	Deadline for nominations for Parish Council election to Sedgemoor	4pm
Thurs 2 May	Polling Day	
Thurs 30 May	Deadline for return of expenses / interests forms to Sedgemoor	

5346 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 11 March at 7 pm at Nether Stowey Village Hall.

The meeting closed at 8.40 pm

Budget Report as at 8 March 2019

Income

Code	Account	Outturn at 31 Mar 18	Budget 2018/19	First quarter	Second quarter	Third quarter	Jan 2019	Feb 2019	Mar 2019	Fourth quarter	Total spent to date	% of Original budget
1002	Allotment Rental	100.00	100.00	0.00	0.00	100.00				0.00	100.00	100.00%
1003	Council Tax Grant	2,608.00	1,214.00	607.00	607.00	0.00				0.00	1,214.00	100.00%
1004	Bank Interest	95.28	189.00	0.03	0.02	0.00	0.01	160.01	0.01	160.03	160.08	84.70%
1006	Cemetery Income	965.00	1,300.00	360.00	1,030.00	485.00	95.00	400.00		495.00	2,370.00	182.31%
1009	Miscellaneous Grants	7,988.00	0.00	0.00	0.00	0.00				0.00	0.00	**
1012	Printing & Copying receipts	622.13	550.00	26.26	42.52	95.95		114.13		114.13	278.86	50.70%
1016	Village Trail Booklet Income	10.00	10.00	10.00	0.00	0.00				0.00	10.00	100.00%
1017	Library Receipts	0.00	0.00	0.00	0.00	0.00				0.00	0.00	**
1999	Misc Receipts	0.00	0.00	0.00	0.00	0.00				0.00	0.00	**
115	VAT Refunds	1,309.13	0.00	0.00	2,219.13	0.00		468.40		468.40	2,687.53	**
1011	Precept	47,093.00	47,720.00	23,860.00	23,860.00	0.00				0.00	47,720.00	100.00%
Subtotal Income For Year		60,790.54	51,083.00	24,863.29	27,758.67	680.95	95.01	1,142.54	0.01	1,237.56	54,540.47	105.02%

Expenditure

Code	Account	Outturn at 31 Mar 18	Budget 2018/19	First quarter	Second quarter	Third quarter	Jan 2019	Feb 2019	Mar 2019	Fourth quarter	Total spent to date	% of Original budget
Parish Office												
4101	Office Equipment	137.01	100.00	0.00	0.00	0.00				0.00	0.00	0.00%
4102	Parish Council Office Rent	3,014.29	3,100.00	803.33	1,507.00	768.41		1.00		1.00	3,079.74	99.35%
4103	Postage	51.94	75.00	6.00	13.92	13.92	13.92			13.92	47.76	63.68%
4104	Stationery	159.07	150.00	0.00	41.24	35.43		6.00		6.00	82.67	55.11%
4105	Telephone & Internet	386.53	410.00	110.22	139.88	131.42	44.13	43.40	43.55	131.08	512.60	125.02%
4106	Website + IT costs	604.08	628.00	70.86	219.86	70.86	90.28	23.62	23.62	137.52	499.10	79.47%
4108	Printing costs	539.92	900.00	0.00	304.98	53.60		63.55		63.55	422.13	46.90%
4109	Office Misc	0.00	0.00	0.00	0.00	0.00	27.40			27.40	27.40	**
TOTAL Parish Office		4,892.84	5,363.00	990.41	2,226.88	1,073.64	175.73	137.57	67.17	380.47	4,671.40	87.10%
Staff Costs												
4201	Salaries	28,293.18	29,137.00	7,296.64	7,291.66	7,293.65	2,433.55	2,433.55		4,867.10	26,749.05	91.80%
4204	Staff travel and expenses	188.55	80.00	14.85	23.73	0.00				0.00	38.58	48.23%
4205	Staff Training	45.00	45.00	0.00	20.00	0.00	85.00			85.00	105.00	233.33%
TOTAL Staff Costs		28,526.73	29,262.00	7,311.49	7,335.39	7,293.65	2,518.55	2,433.55	0.00	4,952.10	26,892.63	91.90%

Nether Stowey Parish Council

Code	Account	Outturn at 31 Mar 18	Budget 2018/19	First quarter	Second quarter	Third quarter	Jan 2019	Feb 2019	Mar 2019	Fourth quarter	Total spent to date	% of Original budget
Administration & Finance												
4301	Audit Fees	625.00	625.00	325.00	0.00	300.00				0.00	625.00	100.00%
4302	Bank charges	5.60	10.00	1.20	0.00	1.90	2.20	1.90	2.50	6.60	9.70	97.00%
4303	Chairman's Honorarium	250.00	250.00	250.00	0.00	0.00				0.00	250.00	100.00%
4304	Councillors' Expenses	13.05	0.00	28.20	0.00	0.00				0.00	28.20	**
4305	Councillors' Training	30.00	0.00	0.00	25.00	0.00				0.00	25.00	**
4307	Insurance	1,153.91	1,215.00	1,167.92	0.00	0.00				0.00	1,167.92	96.13%
4308	Statutory Fees	35.00	35.00	0.00	0.00	35.00				0.00	35.00	100.00%
4309	Subscriptions	591.89	555.00	10.00	0.00	175.00				0.00	185.00	33.33%
4310	Village Hall Hire	275.50	329.00	67.50	45.00	73.00	22.50	22.50	50.00	95.00	280.50	85.26%
TOTAL Administration & Finance		2,985.75	3,019.00	1,849.82	70.00	584.90	24.70	24.40	52.50	101.60	2,606.32	86.33%
Cemetery												
4402	Cemetery Rates	150.33	155.00	166.45	0.00	0.00				0.00	166.45	107.39%
4403	Maintenance + bins	2,971.75	3,266.00	850.00	1,003.00	456.38	170.00	238.00		408.00	2,717.38	83.20%
TOTAL Cemetery		3,122.08	3,421.00	1,016.45	1,003.00	456.38	170.00	238.00	0.00	408.00	2,883.83	84.30%
Community Services												
4501	Christmas Tree & Lights	383.83	350.00	0.00	0.00	50.00				0.00	50.00	14.29%
4502	Allotment	100.00	100.00	0.00	0.00	0.00	100.00			100.00	100.00	100.00%
TOTAL Community Services		483.83	450.00	0.00	0.00	50.00	100.00	0.00	0.00	100.00	150.00	33.33%
Neighbourhood Plan												
4521	Neighbourhood Plan Grant	7,020.59	0.00	967.41	0.00	0.00				0.00	967.41	**
TOTAL Neighbourhood Plan		8,079.52	0.00	967.41	0.00	0.00	0.00	0.00	0.00	0.00	967.41	**
Village Maintenance												
4601	A39 Verge	643.00	700.00	272.00	204.00	136.00	68.00	68.00		136.00	748.00	106.86%
4602	Clock Tower Maintenance	0.00	275.00	0.00	0.00	306.24				0.00	306.24	111.36%
4603	Clock Tower Electricity	401.18	390.00	82.95	21.00	174.74	4.54	8.00	8.00	20.54	299.23	76.73%
4604	General Maintenance	255.73	350.00	31.86	1.60	11.00	290.00	17.00	1.60	308.60	353.06	100.87%
4605	Old Gaol + The Cross	301.56	250.00	0.00	32.25	67.50	17.00		22.50	39.50	139.25	55.70%
4606	Palmer's Path	448.09	455.00	51.00	72.75	124.00	170.00		33.75	203.75	451.50	99.23%
4607	Public Seating	240.00	100.00	0.00	0.00	500.00	254.00			254.00	754.00	754.00%

Code	Account	Outturn at 31 Mar 18	Budget 2018/19	First quarter	Second quarter	Third quarter	Jan 2019	Feb 2019	Mar 2019	Fourth quarter	Total spent to date	% of Original budget
Village Maintenance continued												
4608	Public Footpaths	65.00	30.00	0.00	16.04	0.00			7.17	7.17	23.21	77.37%
4609	Dog Bins	1,604.16	1,470.00	348.40	529.10	185.90	185.90			185.90	1,249.30	84.99%
4610	Coleridge Road	231.00	150.00	59.50	34.00	68.00				0.00	161.50	107.67%
4611	Millennium Wood	92.34	60.00	0.00	0.00	0.00				0.00	0.00	0.00%
4612	Plot 173	247.50	175.00	0.00	340.00	0.00				0.00	340.00	194.29%
4613	Mill Lane/Lime St bank	57.75	200.00	8.50	68.00	0.00	340.00	238.00		578.00	654.50	327.25%
TOTAL Village Maintenance		4,612.31	4,630.00	854.21	1,318.74	1,573.38	1,329.44	331.00	73.02	1,733.46	5,479.79	118.35%
Castle Street Toilets												
4701	Castle St Toilets Cleaning	3,240.00	3,465.00	553.00	825.00	275.00	550.00	550.00		1,100.00	2,753.00	79.45%
4702	Castle St Toilets Electricity	210.90	250.00	48.00	88.61	54.00	14.09	15.00	15.00	44.09	234.70	93.88%
4703	Castle St Car Park Rates	635.00	650.00	703.10	0.00	0.00				0.00	703.10	108.17%
4704	Castle St Toilets maintenance	99.00	100.00	0.00	17.00	0.00				0.00	17.00	17.00%
4705	Castle St Toilets Water	430.57	440.00	196.25	0.00	224.40				0.00	420.65	95.60%
4706	Castle St Car Park maintenance	509.29	370.00	51.00	56.00	158.75	85.00		45.00	130.00	395.75	106.96%
4709	Castle St toilets/car park misc	334.91	0.00	232.18	0.00	0.00				0.00	232.18	**
TOTAL Castle Street Toilets		5,459.67	5,275.00	1,783.53	986.61	712.15	649.09	565.00	60.00	1,274.09	4,756.38	90.17%
Grants												
4801	Miscellaneous Grants	800.00	500.00	0.00	0.00	100.00		267.20		267.20	367.20	73.44%
4803	Playing Field	2,441.80	1,800.00	373.33	0.00	1,426.67				0.00	1,800.00	100.00%
4805	Village Hall Maint Grant	1,775.00	1,800.00	0.00	0.00	1,800.00				0.00	1,800.00	100.00%
TOTAL Grants		5,016.80	4,100.00	373.33	0.00	3,326.67	0.00	267.20	0.00	267.20	3,967.20	96.76%
VAT Account												
515	VAT Paid	2,996.04	0.00	269.69	192.85	296.34	75.92	64.22	13.43	153.57	912.45	**
Total Expenditure		69,170.61	55,520.00	15,416.34	13,133.47	15,367.11	5,043.43	4,060.94	266.12	9,370.49	53,287.41	95.98%
Total Income		60,790.54	51,083.00	24,863.29	27,758.67	680.95	95.01	1,142.54	0.01	1,237.56	54,540.47	106.77%
Balance expenditure-income			4,437.00	-9,446.95	-14,625.20	14,686.16	4,948.42	2,918.40	266.11	8,132.93	-1,253.06	

Bank:	Current a/c	8,489.53	Balance:	as at 1 Apr	36,641.99
	Deposit a/c	29,244.58		Plus: income	54,543.86
	A/c no 3	160.94	= 37,895.05	Less: payments	53,290.80
					= 37,895.05