

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 10 JUNE 2019 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors John Roberts (Chairman)
 Kevin Ferriday
 Margaret Hogg
 Chris Pearson
 Malcolm Reid
 Barbara Rich

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

Public Session

No issues raised.

5389 Apologies

Apologies had been received from Cllrs Jeanes and Falla (holiday) and Cllr Pardoe (working). Their absences were **approved**.

5390 Declarations of Interest

Cllr Rich declared an interest in the Village Hall and Recreation Ground CIO).

5391 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 13 May were **approved** as a true record and signed by the Chairman.

5392 District and County Liaison

Cllr Pay reported that Sedgemoor DC had had their first full Council meeting since the election. Members' roles had now all been agreed. Cllr Pay had been appointed as Chairman of Audit and Standards and remained on the Licensing and General Purposes Committee. Members were undertaking a lot of training. Cllr Caswell had moved from Development to take over the Infrastructure and Transport portfolio. Cllr McGinty remained Leader of the Council with Cllr Slcombe as Deputy.

Cllr Caswell said that the County Council seemed to be a bit "out of the woods" financially, with some extra money coming in, which would allow for spending more where there had been cuts. The Highways Small Improvements Scheme had doubled. He also had a small fund for project for parishes within his division.

Cllr Pearson asked for an explanation about the Local Plan. Cllr Caswell gave a brief summary.

5393 Internal Audit

The Internal Auditor's Report was noted.

5394 Annual Governance Statement

The Annual Governance Statement was **approved**, and the Chairman and Clerk were instructed to sign.

5395 Annual Accounts Statement

The Annual Accounts Statement was **approved**, and the Chairman and Clerk were instructed to sign. It was noted that the period for public examination would run from 17 June to 26 July.

5396 Planning**Planning Ref: 36/19/00012 – Inwood Farm, Nether Stowey**

Proposal: Change of use of land to a play area with artificial grass and the erection of a 1.2m high perimeter fence.

Response: ***No objection:** but suggest use of road safety signs to warn of children playing/ crossing near the car park.*

5397 Financial Management

The Budget Report for the period to 7 June was **noted**. A copy of the report is appended to these minutes.

5398 Expenditure

Expenditure incurred since the Parish Council meeting on 13 May:

Date	Payee Name	Cheque	Amount	Transaction Details
15 May	Santander	DDR	1.30	Bank Charges
15 May	Mr P J Addicott	122126	350.00	Office Rent May 2019
15 May	Mr W J Roberts	122127	250.00	Chairman's Honorarium 2019/20
15 May	Zurich Municipal	122128	1,182.34	PC Office insurance renewal
20 May	GWB Services Ltd	122129	1,035.50	Village Maintenance April 2019
20 May	Office Payroll	122130-33	2,503.69	Office Payroll May 2019
28 May	Water2business	122134	188.24	Toilets water bill 27 Nov-20 May
29 May	Sedgemoor DC	122135	100.00	Uncontested election Fee
1 Jun	EDF Energy	DDR	15.00	Public Toilets electricity
3 Jun	E Martin Computer Services	DDR	28.34	Website Maintenance Contract
3 Jun	Michael J Dodden & Co	122136	342.00	Internal Audit Fees
4 Jun	EDF Energy	DDR	8.00	Clock Tower Electricity
5 Jun	NS VH + RG	122137	56.00	Hire of Club Room 13 + 20 May
6 Jun	Water2Business	122138	15.84	Office water Bill 17 Apr-20 May
8 Jun	BT Business	DDR	52.57	Telephone & Broadband Charges
TOTAL			£6,128.82	

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

5399 Bank Reconciliation

Cllr Pearson had carried out the bank reconciliation and voucher check on 10 June and confirmed that he was satisfied that all was in order.

5400 Additional Direct Debits

It was **agreed** to set up Direct Debits for the payment of water and sewage services for the public toilets and parish office.

5401 Car Park

Cllr Pearson proposed making an outline planning application to "focus" on what is intended. After some discussion it was **agreed** that it would be a waste of money to commission even the minimum technical surveys needed without an indication that the landowner would be willing to proceed.

5402 Highways

The "South Lane" name plate had been broken and a replacement requested.

The Clerk had chased Highways for further details about speed monitoring and safety works at Mill Lane but had received no reply.

5403 Chairman's Report

The Chairman and Vice-Chairman had attended the Quantock Cluster meeting the Police and Crime Commissioner, Sue Mountstevens, on 6 June. The meeting had focussed on policing the rave that had taken place at New Year and there had been no opportunity to discuss other matters. Cllr Caswell agreed that it had been supposed to also cover other rural policing matters.

The Chairman had attended the Community Forum meeting in Cllr Reid's absence. He had asked about the number of workers lodging in Nether Stowey and received an evasive reply. A copy of the ensuing exchange of e-mails had been circulated to members, which had not really taken the matter forward and he would pursue it. There had been no reply from Cllr McGinty and only an auto-acknowledgment from Mr Liddell-Grainger.

5404 Reports from Members

Neighbourhood Plan: The group were still working on the draft plan and waiting for Sedgemoor to confirm whether a Habitat Regulations Assessment and Strategic Environmental Assessment were required.

Village Hall/Recreation Ground: Before inviting Cllr Rich to give her report, the Chairman said that he had attended the consultation on 3 June and had been disappointed by what seemed a low turn-out. However, he understood that 100+ had signed up which was good.

Cllr Rich reported that the WI had moved their meetings from the Village Hall, again citing the heating. The Committee was getting in a consultant to examine their energy consumption. Mrs Mayell forecast a deficit of £3,000.

Party in the Park on 8 June was well supported, but some stallholders had not turned up – presumably put off by the weather in the morning. It was hoped that they had made a profit, but final figures were not yet available.

Hinkley Point: The Chairman had attended the Special SSG meeting in Cllr Reid's absence which was concerned with the imminent planning application for the storage of Intermediate Level Waste. The application would come for consultation shortly.

QH AONB JAC: Cllr Falla had asked the Clerk to say that he had attended the JAC meeting and would report at the next meeting.

Thomas Poole Library: Cllr Pearson said that the only matter of interest was that there had been a complaint that the toilets were scruffy.

Cllr Pearson said he had made no progress on his review of local organisations

5405 Forthcoming Events**Meetings and events**

Tues 11 June	Meeting with Rev King	Parish Office	11am	JR, CP
Mon 17 June	Meeting with Justin Sargent, SCF	Parish Office	10.30 am	JR, anyone else?
Fri 28 June	SSG meeting	Cannington Coll	10am	MR
Tues 2 July	Rural Housing briefing	Bridgwater House	2.30pm/ 6pm	BR, KF, MR <i>others TBC</i>
1 Aug	Transport Forum	tbc		MR
15 Aug	Community Forum	tbc		MR

5406 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 8 July at 7 pm at Nether Stowey Village Hall.

5407 Closed Session

It was resolved to exclude members of the Press and Public for the remaining agenda items on the grounds that it involves the likely disclosure of commercially sensitive information as defined in the Public Bodies (Admission to Meetings Act 1960) as extended by Section 100 of the LGA 1972.

5408 Future Development

The Chairman gave an update on meetings he and colleagues had had concerning potential development.

The meeting closed at 8.20 pm

Budget Report as at 7 June 2019

Income

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	June 2019	First quarter	Total spent to date	% of Budget
1002	Allotment Rental	100.00	100.00				0.00	0.00	0.00%
1003	Council Tax Grant	1,214.00	0.00				0.00	0.00	**
1004	Bank Interest	160.08	85.00	0.01	0.01	0.01	0.03	0.03	0.04%
1006	Cemetery Income	2,420.00	1,500.00				0.00	0.00	0.00%
1009	Miscellaneous Grants	0.00	-				0.00	0.00	**
1012	Printing & Copying receipts	320.36	225.00	5.95	136.36		142.31	142.31	63.25%
1999	Misc Receipts	0.00	-				0.00	0.00	**
115	VAT Refunds	2,687.53	-				0.00	0.00	**
1011	Precept	47,720.00	53,059.00	26,529.50			26,529.50	26,529.50	50.00%
Subtotal Income For Year		54,621.97	54,969.00	26,535.46	136.37	0.01	26,671.84	26,671.84	48.52%

Expenditure

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	June 2019	First quarter	Total spent to date	% of Budget
Parish Office									
4101	Office Rent, rates + supplies	3,437.73	4,115.00	350.00	350.00		700.00	700.00	17.01%
4102	Office utilities	0.00	3,280.00			15.84	15.84	15.84	0.48%
4103	Postage	65.70	55.00				0.00	0.00	0.00%
4104	Stationery + equipment	98.67	250.00	4.99	66.66		71.65	71.65	28.66%
4105	Telephone & Internet	512.60	552.00	43.53	43.40	43.81	130.74	130.74	23.68%
4106	Website + IT costs	565.76	628.00	23.62	23.62	23.62	70.86	70.86	11.28%
4108	Printing costs	422.13	650.00		136.73		136.73	136.73	21.04%
4109	Office Misc	27.40	-		40.00		40.00	40.00	**
TOTAL Parish Office		5,129.99	9,530.00	422.14	660.41	83.27	1,165.82	1,165.82	12.23%
Staff Costs									
4201	Salaries	29,182.60	30,086.00	2,504.69	2,503.69		5,008.38	5,008.38	16.65%
4202	Staff travel and expenses	73.06	60.00				0.00	0.00	0.00%
4203	Staff Training	105.00	50.00				0.00	0.00	0.00%
TOTAL Staff Costs		29,360.66	30,196.00	2,504.69	2,503.69	0.00	5,008.38	5,008.38	16.59%

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	June 2019	First quarter	Total spent to date	% of Budget
Administration & Finance									
4301	Audit Fees	625.00	625.00			285.00	285.00	285.00	45.60%
4302	Bank charges	9.70	5.00	1.20	1.30		2.50	2.50	50.00%
4303	Chairman's Honorarium	250.00	250.00		250.00		250.00	250.00	100.00%
4304	Councillors' Expenses + Training	53.20	-	81.60			81.60	81.60	**
4306	Elections	0.00	-		100.00		100.00	100.00	**
4307	Insurance	1,167.92	1,200.00		1,182.34		1,182.34	1,182.34	98.53%
4308	Statutory Fees	35.00	35.00				0.00	0.00	0.00%
4309	Subscriptions	563.99	615.00		5.00		5.00	5.00	0.81%
4310	Village Hall Hire	280.50	320.00		25.00	56.00	81.00	81.00	25.31%
4311	Wayleaves	0.00	-				0.00	0.00	**
4313	Legal Fees	5.00	-	650.00			650.00	650.00	**
TOTAL Administration & Finance		2,990.31	3,050.00	732.80	1,563.64	341.00	2,637.44	2,637.44	86.47%
Cemetery									
4402	Cemetery Rates	166.45	170.00	63.30	62.00		125.30	125.30	73.71%
4403	Maintenance + bins	3,488.76	3,236.00		542.50		542.50	542.50	16.76%
TOTAL Cemetery		3,655.21	3,406.00	63.30	604.50	0.00	667.80	667.80	19.61%
Community Services									
4501	Christmas Tree & Lights	50.00	50.00				0.00	0.00	0.00%
4502	Allotment	100.00	100.00				0.00	0.00	0.00%
TOTAL Community Services		150.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00%
Neighbourhood Plan									
TOTAL Neighbourhood Plan		967.41	0.00	0.00	0.00	0.00	0.00	0.00	**
Village Maintenance									
4601	A39 Verge	952.00	720.00		122.50		122.50	122.50	17.01%
4602	Clock Tower Maintenance	306.24	285.00				0.00	0.00	0.00%
4603	Clock Tower Electricity	442.28	350.00	8.00	8.00	8.00	24.00	24.00	6.86%
4604	General Maintenance	387.06	250.00				0.00	0.00	0.00%
4605	The Cross, Gaol and WM	139.25	150.00		116.83		116.83	116.83	77.89%
4606	Palmers Path	485.50	450.00		35.00		35.00	35.00	7.78%
4607	Public Seating	771.00	250.00	39.59			39.59	39.59	15.84%

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	June 2019	First quarter	Total spent to date	% of Budget
Village Maintenance continued									
4608	Public Footpaths	63.20	30.00				0.00	0.00	0.00%
4609	Dog Bins	1,435.20	1,470.00	348.40			348.40	348.40	23.70%
4610	Coleridge Road	195.50	160.00		35.00		35.00	35.00	21.88%
4612	Plot 173	340.00	175.00				0.00	0.00	0.00%
4613	Mill Lane/Lime Street maint	654.50	200.00				0.00	0.00	0.00%
TOTAL Village Maintenance		6,171.73	4,490.00	395.99	317.33	8.00	721.32	721.32	16.07%
Castle St Toilets + Car Park									
4701	Castle St Toilets Cleaning	3,303.00	3,420.00		283.00		283.00	283.00	8.27%
4702	Castle St Toilets Electricity	178.76	265.00	15.00	15.00	15.00	45.00	45.00	16.98%
4703	Castle St Car Park Rates	703.10	705.00	785.60			785.60	785.60	111.43%
4704	Castle St Toilets Repairs	17.00	100.00				0.00	0.00	0.00%
4705	Castle St Toilets Water	420.65	420.00		188.24		188.24	188.24	44.82%
4706	Castle St Car Park maint	395.75	400.00				0.00	0.00	0.00%
4709	Castle St toilets/car park misc	232.18	-				0.00	0.00	**
TOTAL Castle St Toilets + Car Park		5,250.44	5,310.00	800.60	486.24	15.00	1,301.84	1,301.84	24.52%
Grants									
4801	Grants Pool	3,967.20	4,100.00				0.00	0.00	0.00%
4803	Library	0.00		1,200.00			1,200.00	1,200.00	**
TOTAL Grants		3,967.20	4,100.00	1,200.00	0.00	0.00	1,200.00	1,200.00	29.27%
VAT Account									
515	VAT Paid	983.61	0.00	222.02	54.08	70.48	346.58	346.58	**
Total Expenditure		58,626.56	60,232.00	6,341.54	6,189.89	517.75	13,049.18	13,049.18	21.66%
Total Income		54,621.97	54,969.00	26,535.46	136.37	0.01	26,671.84	26,671.84	48.52%
Balance expenditure-income		4,004.59	5,263.00	-20,193.92	6,053.52	517.74	-13,622.66	13,622.66	=CYF

Bank:	Current a/c	20,814.90	Balance:	as at 1 Apr	32,637.40
	Deposit a/c	25,244.58		Plus: income	26,671.84
	A/c no 3	200.58		Less: payments	13,049.18
		= 46,260.06			= 46,260.06