

5431 Grant application

Cllr Rich withdrew from the meeting

Mrs Mayell, representing the Nether Stowey Village Hall and Recreation Ground CIO, gave a brief summary of the CIO's grant application. It was **agreed** to give a grant of £1,794 for expenditure at the Village Hall (proposed Cllr Reid, seconded Cllr Pardoe, all in favour).

Cllr Rich re-joined the meeting

5432 Telephone box at The Cross

It was **agreed** to object to removal of the telephone box on the grounds of the poor mobile coverage in the area. It was further **agreed** to consider adoption of the box when the consultation results were known.

5433 Improvements to the Gaol

It was agreed to remove the "No Ball Games" sign and retouch the paintwork; remove the old tourist panel on the back door and replace with a suitable display, install a "tourist information" at a cost of £30 + VAT. The Chairman would discuss with the proprietor of the Tea Room his use of the gaol as overnight storage for his table and chairs.

Cllr Falla proposed a vote of appreciation for the work that Mrs Greig and Mr Sackett, Stowey Green Spaces and others had done to improve the Gaol – all **agreed**.

5434 Financial Management

The Budget Report for the period to 6 September was **noted**. A copy of the report is appended to these minutes. The Clerk advised that it was time to look at a mid-year, though new financial commitments for the office were still settling down. She would also start work in the next few weeks on next year's budget estimates and asked members to consider any new projects that they wished to be considered for inclusion, as it would take time to prepare costings etc.

Cllr Jeanes joined the meeting

5435 Expenditure

Expenditure incurred since the Parish Council meeting on 8 July:

Date	Payee Name	Cheque	Amount	Transaction Details
15 Jul	Santander	DRC	1.60	Bank charges a/c 3
17 Jul	GWB Services Ltd	122150	878.00	Village Maintenance June
15 Jul	Mr P J Addicott	DDR	350.00	Office rent July 19
22 Jul	Office Payroll	122151-	2,504.69	Office payroll July
1 Aug	EDF Energy	DDR	15.00	Public Toilet Electricity
1 Aug	Sedgemoor DC	122155	223.08	Dog Bins April – June 19
3 Aug	E Martin Computer Services	DDR	28.34	Office Website Maintenance contract
4 Aug	EDF Energy	DDR	8.00	Clock Tower Electricity
6 Aug	EDF Energy	DDR	50.00	Office Electricity
12 Aug	NS Village Hall & RG	122156*	25.00	Hire of club rm 10 June
12 Aug	Rialtas Business Solutions	122157*	145.20	Accounts software contract
12 Aug	Somerset CC Pension Fund	122158*	551.52	Pension Fund (re issued cheque
13 Aug	Post office Counters	Card	37.68	1st and 2 nd class Stamps for office
13 Aug	Geosphere	122159	36.00	Parish Online annual subscription
13 Aug	NS VH & Rec Ground	122160	50.00	Hire of Club Rm 8 th & 29 th July
13 Aug	Clarity Copiers	122161	209.30	Office Photocopying charges
7 Aug	EDF Energy	DDR	42.92	Office Electricity

Date	Payee Name	Cheque	Amount	Transaction Details
8 Aug	BT Business	DDR	67.52	Telephone & Broadband charges
16 Aug	Mr P J Addicott	DDR	350.00	Office rent August 19
20 Aug	Office Payroll	122162-	2,504.69	Office Payroll August
28 Aug	Viking Direct	122166	64.76	Office Paper A4
1 Sep	EDF Energy	DDR	15.00	Public Toilets Electricity
3 Sept	EDF Energy	DDR	50.00	Office Electricity
3 Sept	E Martin Computer Services	DDR	28.34	Office Website Maintenance contract
3 Sept	EDF Energy	DDR	8.00	Clock Tower Electricity
3 Sept	GWB Services	122167	1,916.00	Village Maintenance July/August 2019
8 Sept	BT Business	DDR	59.02	Office Telephone and Broadband cost
6 Sept	NS VH and RG	122168	31.00	Village Hall Hire 19 August
TOTAL			£10,250.66	

Note: cheques no 122156,157, 158 were replacements for cheques no 122147,149 and 139 respectively

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

5436 Bank Reconciliation

Cllr Rich had carried out the August check and Cllr Jeanes the September check and both confirmed that they were satisfied all was in order.

5437 Highways

It was reported that the new sign at Jacksons Lane had fallen over and the sign at South Lane had still not been replaced. The Clerk would follow up.

The Clerk had received a complaint about an HGV low-loader being stuck in Lime Street. owing to a combination of poor parking and the bollard at the end of the red footway. She had passed this on to the Safety Scheme Project Manager and enquired about the safety audit that should have been carried out in April, as the bollard issue had been raised then. The Project Manager advised that the safety audit had inadvertently been overlooked due the long-term absence of the officer concerned and it would be carried out shortly.

5438 Chairman's Report

The Chairman, Vice-Chairman and Cllr Jeanes had met with Cllrs Caswell and Pay and officers from the County's Education Department concerning the school. He said it was a complete waste of time as SCC representatives would only say there was no money, and it would be up to the Parish to find the necessary £5million. They denied any responsibility for the safety of the children and the traffic issues on Mill lane attributable to the school. Cllr Ferriday had pointed out this was incorrect – SCC did have responsibility.

The Chairman was investigating the possibility of wildflower meadows on certain small green verges. Cllrs Reid and Ferriday would look for possible suitable locations.

5439 Reports from Members

Village Hall/Recreation Ground: Cllr Rich reported that the Village Hall had started to make a small surplus following an adjustment on electricity bills. There were a number of events coming up, including quizzes, bingo and some private parties. The cinema was doing quite well. Confirmation of their Hallmark 2 was pending. The Flower Show did not make much money and they were considering whether to change it.

The Recreation Ground had suffered another break-in, but nothing stolen, except a bag of

crisps. It had been noticed that there had been some minor drug use in the shelter. There had been a number of children's parties in the Portakabin during the summer.

NSVH&RG CIO Trustee: Cllr Jeanes said that there would be a Trustees Meeting on 18 October.

Hinkley Point: Cllr Reid said that Transport Forum and SSG meetings would be held in October. He would be unable to attend the Transport Forum meeting as he would be away. He had not been able to attend the Community Forum meeting.

Active Living: there had not been a meeting in August.

QH AONB JAC: Cllr Falla had attended the JAC meeting on 13 August. There would be additional funding for the nature and well-being project. The AONB were very concerned about the Glover Review of NPs and AONBs, due to be published later in the year. The AONB was looking to encourage more volunteer activity.

Stowey Walking: Cllr Falla had attended the AGM and would be away for the next meeting on 2 October. The "Castles and Coast Way" had been officially opened last week, but he had unfortunately been unable to attend as planned. Cllr Pardoe had, and said it had been very good.

5440 Forthcoming Events

Meetings and events

Wed 18 Sept	Code of Conduct Training	Bridgwater House	6pm	All available
Mon 30 Sept	Meeting Hannick Homes	Parish Office	10.30am	JR, KF
Thurs 3 Oct	Transport Forum	tbc		?
Fri 25 Oct	Hinkley Point SSG	tbc		MR

5441 Next Parish Council Meeting

The next meeting will be held on **Monday 14 October** at 7pm at Nether Stowey Village Hall at 7pm.

The meeting closed at 8 pm

Budget Report as at 5 July 2019

Income

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	July 2019	Aug 2019	Sept 2019	Second quarter	Total spent to date	% Revised budget
1002	Allotment Rental	100.00	100.00	0.00				0.00	0.00	0.00%
1003	Council Tax Grant	1,214.00	0.00	0.00				0.00	0.00	**
1004	Bank Interest	160.08	85.00	0.03	0.01	0.01		0.02	0.05	0.06%
1006	Cemetery Income	2,420.00	1,500.00	360.00		545.00		545.00	905.00	60.33%
1009	Miscellaneous Grants	0.00	-	0.00				0.00	0.00	**
1012	Printing & Copying receipts	320.36	225.00	161.43	12.86	33.09		45.95	207.38	92.17%
115	VAT Refunds	2,687.53	-	0.00		485.50		485.50	485.50	**
Subtotal Income For Year		6,901.97	1,910.00	521.46	12.87	1,063.60	0.00	1,076.47	1,597.93	83.66%
1011	Precept	47,720.00	53,059.00	26,529.50				0.00	26,529.50	50.00%
Subtotal Income For Year		54,621.97	54,969.00	27,050.96	12.87	1,063.60	0.00	1,076.47	28,127.43	51.17%

Expenditure

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	July 2019	Aug 2019	Sept 2019	Second quarter	Total spent to date	% Revised budget
Parish Office										
4101	Office Rent, rates + supplies	3,437.73	4,115.00	1,050.00	350.00	350.00		700.00	1,750.00	42.53%
4102	Office utilities	0.00	3,280.00	15.84		90.88	50.00	140.88	156.72	4.78%
4103	Postage	65.70	55.00	0.00		37.68		37.68	37.68	68.51%
4104	Stationery + equipment	98.67	250.00	71.65		53.97		53.97	125.62	50.25%
4105	Telephone & Internet	512.60	552.00	130.74	43.53	56.27	49.18	148.98	279.72	50.67%
4106	Website + IT costs	565.76	628.00	70.86	23.62	174.62	23.62	221.86	292.72	46.61%
4108	Printing costs	422.13	650.00	136.73		174.42		174.42	311.15	47.87%
4109	Office Misc	27.40	-	40.00				0.00	40.00	**
TOTAL Parish Office		5,129.99	9,530.00	1,515.82	417.15	937.84	122.80	1,477.79	2,993.61	31.41%
Staff Costs										
4201	Salaries	29,182.60	30,086.00	6,962.55	2,504.69	3,056.21		5,560.90	12,523.45	41.63%
4202	Staff travel and expenses	73.06	60.00	0.00				0.00	0.00	0.00%
4203	Staff Training	105.00	50.00	0.00				0.00	0.00	0.00%
TOTAL Staff Costs		29,360.66	30,196.00	6,962.55	2,504.69	3,056.21	0.00	5,560.90	12,523.45	41.47%
Administration & Finance										

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	July 2019	Aug 2019	Sept 2019	Second quarter	Total spent to date	% Revised budget
4301	Audit Fees	625.00	625.00	285.00				0.00	285.00	45.60%
4302	Bank charges	9.70	5.00	3.80	1.60		0.30	1.90	5.70	114.00%
4303	Chairman's Honorarium	250.00	250.00	250.00				0.00	250.00	100.00%
4304	Cllors' Expenses + Training	53.20	-	81.60				0.00	81.60	**
4306	Elections	0.00	-	100.00				0.00	100.00	**
4307	Insurance	1,167.92	1,200.00	1,182.34				0.00	1,182.34	98.53%
4308	Statutory Fees	35.00	35.00	0.00				0.00	0.00	0.00%
4309	Subscriptions	563.99	615.00	5.00				0.00	5.00	0.81%
4310	Village Hall Hire	280.50	320.00	81.00		75.00	31.00	106.00	187.00	58.44%
4311	Wayleaves	0.00	-	0.00				0.00	0.00	**
4313	Legal Fees	5.00	-	650.00				0.00	650.00	**
TOTAL Administration & Finance		2,990.31	3,050.00	2,638.74	1.60	75.00	31.30	107.90	2,746.64	90.05%
Cemetery										
4402	Cemetery Rates	166.45	170.00	187.30				0.00	187.30	110.18%
4403	Maintenance + bins	3,488.76	3,236.00	892.50	420.00		542.50	962.50	1,855.00	57.32%
TOTAL Cemetery		3,655.21	3,406.00	1,079.80	420.00	0.00	542.50	962.50	2,042.30	59.96%
Community Services										
4501	Christmas Tree & Lights	50.00	50.00	0.00				0.00	0.00	0.00%
4502	Allotment	100.00	100.00	0.00				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	0.00%
Neighbourhood Plan										
4520	Neighbourhood Plan	0.00	-	0.00				0.00	0.00	**
4521	Neighbourhood Plan Grant	967.41	-	0.00				0.00	0.00	**
TOTAL Neighbourhood Plan		967.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
Village Maintenance										
4601	A39 Verge	952.00	720.00	227.50	52.50		122.50	175.00	402.50	55.90%
4602	Clock Tower Maintenance	306.24	285.00	0.00				0.00	0.00	0.00%
4603	Clock Tower Electricity	442.28	350.00	108.33	6.08	8.00	8.00	22.08	130.41	37.26%
4604	General Maintenance	387.06	250.00	0.00	2.00			2.00	2.00	0.80%
4605	The Cross, Gaol and WM	139.25	150.00	116.83	33.75			33.75	150.58	100.39%
4606	Palmer's Path	485.50	450.00	70.00	46.25	35.00	35.00	116.25	186.25	41.39%
4607	Public Seating	771.00	250.00	39.59			300.00	300.00	339.59	135.84%

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	July 2019	Aug 2019	Sept 2019	Second quarter	Total spent to date	% Revised budget
<i>Village Maintenance (continued)</i>										
4608	Public Footpaths	63.20	30.00	0.00				0.00	0.00	0.00%
4609	Dog Bins	1,435.20	1,470.00	348.40		185.90		185.90	534.30	36.35%
4610	Coleridge Road	195.50	160.00	70.00		35.00	70.00	105.00	175.00	109.38%
4612	Plot 173	340.00	175.00	0.00				0.00	0.00	0.00%
4613	Mill Lane/Lime Street maint	654.50	200.00	0.00			280.00	280.00	280.00	140.00%
4615	Lime Street Proj +AONB	0.00	-	94.24				0.00	94.24	**
TOTAL Village Maintenance		6,171.73	4,490.00	1,074.89	140.58	263.90	815.50	1,219.98	2,294.87	51.11%
Castle St Toilets + Car Park										
4701	Castle St Toilets Cleaning	3,303.00	3,420.00	566.00	283.00		566.00	849.00	1,415.00	41.37%
4702	Castle St Toilets Electricity	178.76	265.00	45.00	15.00	15.00	15.00	45.00	90.00	33.96%
4703	Castle St Car Park Rates	703.10	705.00	785.60				0.00	785.60	111.43%
4704	Castle St Toilets Repairs	17.00	100.00	0.00				0.00	0.00	0.00%
4705	Castle St Toilets Water	420.65	420.00	188.24				0.00	188.24	44.82%
4706	Castle St Car Park maint	395.75	400.00	0.00	118.75			118.75	118.75	29.69%
4709	Castle St site misc	232.18	-	0.00				0.00	0.00	**
TOTAL Castle St Toilets + Car Park		5,250.44	5,310.00	1,584.84	416.75	15.00	581.00	1,012.75	2,597.59	48.92%
Grants										
4801	Grants Pool	367.20	4,100.00	0.00				0.00	0.00	0.00%
4802	NS RG + VH	3,600.00		0.00				0.00	0.00	**
4803	Library	0.00		1,200.00				0.00	1,200.00	**
TOTAL Grants		3,967.20	4,100.00	1,200.00	0.00	0.00	0.00	0.00	1,200.00	29.27%
VAT Account										
515	VAT Paid	983.61	0.00	358.95	39.55	106.86	14.56	160.97	519.92	**
TOTAL Expenditure		58,626.56	60,232.00	16,415.59	3,940.32	4,454.81	2,107.66	10,502.79	26,918.38	44.69%
TOTAL Income		54,621.97	54,969.00	27,050.96	12.87	1,063.60	0.00	1,076.47	28,127.43	51.17%
Balance expenditure- income		-4,004.59	5,263.00	-10,635.37	3,927.45	3,391.21	2,107.66	9,426.32	1,209.05	

Bank:	Current a/c	8,444.54	Balance:	as at 1 Apr	32,637.40
	Deposit a/c	25,244.58		Plus: income	28,127.43
	A/c no 3	157.33		Less: payments	26,918.38
		= 33,846.45			= 33,846.45