

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 8 JUNE 2020 AT 7.00pm**  
**(HELD REMOTELY BY ZOOM)**

Present: Parish Councillors                      John Roberts (Chairman)  
   Colin Falla  
   Kevin Ferriday  
   Margaret Hogg  
   Andrew Jeanes  
   Malcolm Reid  
   Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)  
                                 Cllr Michael Caswell (Somerset CC/Sedgemoor DC)  
                                 Cllr Julie Pay (Sedgemoor DC)  
                                 Five members of the public

**5536 Apologies**

Apologies were received from Cllrs Pardoe who was unable to connect. Her absence was **approved.**

**5537 Declarations of Interest**

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

**5538 Public Session**

A resident asked if the recent spate of graffiti had been picked up by the police from social media. The Chairman had reported it through the Avon & Somerset Police, but there had been no follow up. It was not known if anyone else had reported it to the police.

A number of representatives of the NS Village Hall Recreation Ground CIO made comments on the Parish Council's response to the Village Hall Planning application. The Chairman responded with the following points:

The Parish Council is very much behind the regeneration project and will back it all the way. They are also fully aware of all the meetings, publicity and opportunities for public engagement that have been undertaken and appreciate the efforts put in by the present team and trustees. The Council recognises that this is possibly the last chance the village will have to gain a worthwhile community centre.

From social media and elsewhere they felt that some residents had not fully understood that the Village Hall site would have to be sold for redevelopment. This was the reason for asking if there could be more engagement **on this one aspect of the plans.**

Previous similar developments had split the village badly and in parts still rumbles on to this day. The Chairman was anxious that this does not happen again as he believed this would be very detrimental to the village and also the regeneration project. That was the reason for asking for further engagement on this one subject.

The Parish Council responded to a planning application and their comments had to be made in the context of planning policy, including the emerging Neighbourhood Plan. It could not now be changed and the application has now received consent. There would be a further opportunity to comment when the detailed application for reserved matters comes forward. He could not comment on responses submitted by private individuals as "Interested Parties.

**5539 Minutes of Previous Meeting**

The Minutes of the Parish Council meeting held on 11 May were **approved** as a true record The Chairman subsequently signed a copy of the Minutes.

**5540 District and County liaison**

Cllr Pay said there was not much to report, but Sedgemoor had started doing meetings online. They had had a practice Audits and Standards Committee.

Cllr Caswell said they were doing everything on Skype, Zoom and Teams. Sedgemoor had started the review of the Local Plan. The Development Committee meeting had been held on Skype, and the debate had been better than usual. Although the lockdown was easing, County and District staff were mainly continuing to work from home.

**5541 Internal Audit Report**

The Chairman said that there was not much to report. The internal audit had been carried out by Michael J Dodden & Co. He was pleased to report that no discrepancies or errors had been found and he expressed the Council's thanks to the Clerk, Mrs Slaymaker, for all her hard work on this.

**5542 Annual Governance Statement**

The AGS was approved and the Chairman and Clerk authorised to sign (proposed Cllr Reid, seconded Cllr Ferriday).

**5543 Annual Accounting Statement**

The AAS was approved and the Chairman and Clerk authorised to sign (proposed Cllr Hogg, seconded Cllr Rich).

**5544 Financial Management**

- a) The Budget Reports for the year to 5 June was **noted**.
- b) Expenditure incurred since 11 May:

<b>Date</b>	<b>Payee Name</b>	<b>Cheque</b>	<b>Amount</b>	<b>Transaction Details</b>
14 May	Microsoft	card	4.56	MS OneDrive service
15 May	P J Addicott	SO	350.00	Office rent
18 May	Groundwork UK	122250	1,586.31	Unspent N/Plan grant from 2019/20
18 May	Sedgemoor DC	122251	418.08	Village dog bins Apr-Sept 2020
19 May	Payroll May 2020	122252-4	1,962.72	Salaries/HMRC May 2020
19 May	Clarity Copiers	122255	23.35	Printing services Feb-May
19 May	Sedgemoor DC	122256	543.82	Cemetery + Playing Field bins Apr-Sept
26 May	MJ Dodden & Co	122257	342.00	Internal Audit 2019/20
26 May	BT	DDR	50.88	Office phone/broadband bill
27 May	Water2business	DDR	161.80	Public Toilets water/sewerage (Nov-May)
1 June	EDF Energy	DDR	16.00	Public Toilets electricity
1 June	Edward Martin	DDR	28.34	Website maintenance contract
4 June	EDF Energy	DDR	77.00	Office electricity
1 June	EDF Energy	DDR	9.00	Clock Tower electricity
4 June	Zoom	card	14.39	Meeting hosting service
10 June	Sedgemoor DC	DDR	243.00	Toilets + Cemetery rates

<b>Date</b>	<b>Payee Name</b>	<b>Cheque</b>	<b>Amount</b>	<b>Transaction Details</b>
10 June	Sedgemoor DC	DDR	225.00	Office rates
15 June	Microsoft	card	4.56	MS OneDrive service
15 June	PJ Addicott	SO	350.00	Office rent
Total			<b>£ 6,410.81</b>	

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

- c) The bank reconciliation of the Current Account had been carried out by the Clerk and circulated. Other statements had not been received.

## **5545 Reports**

### a) **Chairman's Report**

The Chairman had spoken to PCSO Wrixon about the thefts of hanging baskets and statuary. She did not seem to have realised that there had been incidents in a wide area. It was clearly more than anti-social behaviour. As mentioned above he had reported the spate of graffiti and was awaiting a call back.

### b) **Members Reports**

Neighbourhood Plan: Cllr Ferriday reported that the Regulation 16 consultation period ended on 2 June. There had been some comments, mainly repeats of comments made at the R14 consultation. The next step was Independent Examination.

NS Village Hall and Recreation Ground: Cllr Rich reported that they were seeking agreement to install two fire doors in line with the Fire Safety report. There was graffiti on the rear fire door. At the Recreation Ground, the tennis court had been reopened but the 5-a-side MUGA court and the children's play area have to remain closed. There was a fault with one of the MUGA lights.

Cllr Falla said that Stowey Walking had announced the cancellation of the Walking Festival. He asked if they had refunded their Grant for the event and asked that this be followed up. He had attended a virtual QH JAC meeting , but there was nothing of note relating to Nether Stowey.

Hinkley Point: Cllr Reid said that at the HP Community Forum EDF had reiterated their commitment to reinstate the Community Bus Service and continue it during the construction phase, restarting when they can. Anticipating a rise in unemployment, EDF expected to be able to help. The Grant Scheme continues.

Cllr Caswell added that A-station were preparing to restart work, and at B-station the reactors were both having core inspections. They were not in a bad state. The next SSG meeting would be in October

## **5546 Next Parish Council Meeting**

The next meeting will be held on **Monday 13 July**. It was expected that the meeting would be again held on Zoom.

The meeting closed at 7.50 pm

## Budget Report at 5 June 2020

Income	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	Total income to date	% Original budget
1002 Allotment Rental	100.00	100.00	-	-	-	0.00	0.00	0.0%
1004 Bank Interest	157.34	85.00	0.01	0.01	-	0.02	0.02	0.0%
1005 Comm Infrastructure Levy	2,483.62	0.00	-	-	-	0.00	0.00	0.0%
1006 Cemetery Income	1,460.00	1,500.00	-	-	-	0.00	0.00	0.0%
1009 Miscellaneous Grants	2,259.00	-	-	-	-	0.00	0.00	**
1011 Precept	53,059.00	58,379.00	29,189.50	-	-	29,189.50	29,189.50	50.0%
1012 Printing & Copying receipts	374.66	300.00	-	-	-	0.00	0.00	0.0%
115 VAT Refunds	1,081.15	-	-	0.00	-	0.00	0.00	**
<b>Total Income for Year</b>	<b>60,974.77</b>	<b>60,364.00</b>	<b>29,189.51</b>	<b>0.01</b>	<b>0.00</b>	<b>29,189.52</b>	<b>29,189.52</b>	<b>48.4%</b>

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	Total spent to date	% Original budget
<b>Parish Office</b>								
4101 Office Rent, rates + supplies	3,887.10	4,315.00	350.00	350.00	0.00	700.00	700.00	16.2%
4102 Office utilities	2,695.32	3,280.00	77.00	297.50	77.00	451.50	451.50	13.8%
4103 Postage	91.90	55.00	0.00	0.00	0.00	0.00	0.00	0.0%
4104 Stationery + equipment	159.42	180.00	0.00	0.00	0.00	0.00	0.00	0.0%
4105 Telephone & Internet	571.39	535.00	48.89	49.39	140.15	238.43	238.43	44.6%
4106 Website + IT costs	574.90	642.00	27.42	27.42	23.62	78.46	78.46	12.2%
4108 Printing costs	390.41	650.00	0.00	62.79	0.00	62.79	62.79	9.7%
4109 Office Miscellaneous	1,267.98	50.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL Parish Office</b>	<b>9,638.42</b>	<b>9,707.00</b>	<b>503.31</b>	<b>787.10</b>	<b>240.77</b>	<b>1,531.18</b>	<b>1,531.18</b>	<b>15.8%</b>
<b>Staff Costs</b>								
4201 Salaries	30,056.28	30,705.00	2,535.71	1,962.72	0.00	4,498.43	4,498.43	14.7%
4202 Staff travel and expenses	69.13	60.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL Staff Costs</b>	<b>30,125.41</b>	<b>30,815.00</b>	<b>2,535.71</b>	<b>1,962.72</b>	<b>0.00</b>	<b>4,498.43</b>	<b>4,498.43</b>	<b>14.6%</b>
<b>Administration &amp; Finance</b>								
4301 Audit Fees	585.00	585.00	0.00	285.00	0.00	285.00	285.00	48.7%
4302 Bank charges	8.60	10.00	1.70	0.00	0.00	1.70	1.70	17.0%
4303 Chairman's Honorarium	250.00	250.00	0.00	0.00	0.00	0.00	0.00	0.0%
4304 C/llrs' Expenses/training	100.20	-	0.00	0.00	0.00	0.00	0.00	**

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	Total spent to date	% Original budget
<b>Admin &amp; Finance (continued)</b>								
4306 Elections	100.00	235.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.0%
4307 Insurance	1,182.34	1,200.00	0.00	1,197.18	0.00	<b>1,197.18</b>	<b>1,197.18</b>	99.8%
4308 Statutory Fees	35.00	35.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.0%
4309 Subscriptions	561.06	615.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.0%
4310 Village Hall Hire	362.00	375.00	0.00	11.99	11.99	<b>23.98</b>	<b>23.98</b>	6.4%
4313 Legal Fees	650.00	-	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	**
<b>TOTAL Administration &amp; Finance</b>	<b>3,834.20</b>	<b>3,305.00</b>	<b>1.70</b>	<b>1,494.17</b>	<b>11.99</b>	<b>1,507.86</b>	<b>1,507.86</b>	45.6%
<b>Cemetery</b>								
4402 Cemetery Rates	187.30	190.00	53.85	55.00	0.00	<b>108.85</b>	<b>108.85</b>	57.29%
4403 Maintenance + bins	3,522.76	3,400.00	0.00	81.38	0.00	<b>81.38</b>	<b>81.38</b>	2.39%
<b>TOTAL Cemetery</b>	<b>3,710.06</b>	<b>3,590.00</b>	<b>53.85</b>	<b>136.38</b>	<b>0.00</b>	<b>190.23</b>	<b>190.23</b>	5.30%
<b>Community Services</b>								
4501 Christmas Tree & Lights	60.00	50.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4502 Allotment	100.00	100.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4507 Corona Comm Support	10.63	-	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	**
4508 Support for Tourism	0.00	250.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
<b>TOTAL Community Services</b>	<b>170.63</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00%
<b>Neighbourhood Plan</b>								
4521 Neighbourhood Plan Grant	392.69	-	0.00	1,586.31	0.00	<b>1,586.31</b>	<b>1,586.31</b>	**
<b>TOTAL Neighbourhood Plan</b>	<b>392.69</b>	<b>0.00</b>	<b>0.00</b>	<b>1,586.31</b>	<b>0.00</b>	<b>1,586.31</b>	<b>1,586.31</b>	**
<b>Village Maintenance</b>								
4601 A39 Verge	735.00	720.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4602 Clock Tower Maintenance	932.00	285.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4603 Clock Tower Electricity	344.25	350.00	93.37	9.00	9.00	<b>111.37</b>	<b>111.37</b>	31.82%
4604 General Maintenance	215.80	200.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4605 The Cross, Gaol and WM	249.33	150.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4609 Dog Bins	1,440.40	1,610.00	0.00	720.20	0.00	<b>720.20</b>	<b>720.20</b>	44.73%
4606 Palmers Path	707.50	450.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4607 Public Seating	339.59	250.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4608 Public Footpaths	0.00	25.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%
4610 Coleridge Road	227.50	160.00	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>	0.00%

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	Total spent to date	% Original budget
<b>Village Maintenance (continued)</b>								
4613 Mill Ln/Lime St maint	216.74	200.00	0.00	0.00	0.00	0.00	0.00	0.00%
4615 Lime Street Proj +AONB	280.00	-	0.00	0.00	0.00	0.00	0.00	**
<b>TOTAL Village Maintenance</b>	<b>5,810.61</b>	<b>4,400.00</b>	<b>93.37</b>	<b>729.20</b>	<b>9.00</b>	<b>831.57</b>	<b>831.57</b>	18.90%
<b>Castle St Toilets + Car Park</b>								
4701 Castle St Toilets Cleaning	3,326.00	3,420.00	0.00	0.00	0.00	0.00	0.00	0.00%
4702 Castle St Toilets Electricity	138.57	200.00	16.00	16.00	16.00	48.00	48.00	24.00%
4703a Car Park Rates	785.60	790.00	798.40	0.00	0.00	798.40	798.40	101.06%
4703b Public Toilets Rates	0.00	-	192.65	188.00	0.00	380.65	380.65	**
4704 Castle St Toilets Repairs	131.25	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
4705 Castle St Toilets Water	374.50	390.00	0.00	161.80	0.00	161.80	161.80	41.49%
4706 Castle St Car Park maint	357.50	400.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>TOTAL Castle St Toilets + Car Park</b>	<b>5,113.42</b>	<b>5,300.00</b>	<b>1,007.05</b>	<b>365.80</b>	<b>16.00</b>	<b>1,388.85</b>	<b>1,388.85</b>	26.20%
<b>Grants</b>								
4801 Grants Pool	295.98	3,600.00	0.00	0.00	0.00	0.00	0.00	0.00%
4802 NS RG + VH (from Pool)	3,594.00	-	0.00	0.00	0.00	0.00	0.00	**
4803 Library (from SD Res)	1,200.00	-	0.00	0.00	0.00	0.00	0.00	**
<b>TOTAL Grants</b>	<b>5,089.98</b>	<b>3,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00%
<b>VAT Account</b>								
515 VAT Paid	1,709.18	0.00	19.48	247.64	15.60	282.72	282.72	**
<b>Total Expenditure</b>	<b>65,594.60</b>	<b>61,117.00</b>	<b>4,214.47</b>	<b>7,309.32</b>	<b>293.36</b>	<b>11,817.15</b>	<b>11,817.15</b>	19.34%
<b>Total Income</b>	<b>60,974.77</b>	<b>60,364.00</b>	<b>29,189.51</b>	<b>0.01</b>	<b>0.00</b>	<b>29,189.52</b>	<b>29,189.52</b>	48.36%
<b>Balance expenditure-income</b>	<b>- 4,619.83</b>	<b>753.00</b>	<b>- 24,975.04</b>	<b>7,309.31</b>	<b>293.36</b>	<b>- 17,372.37</b>	<b>17,372.37</b>	

**Balance sheet**

<b>Bank:</b>	Current a/c	26,741.07	<b>Balance:</b>	as at 1 Apr	28,017.57
	Deposit a/c	18,401.83		Plus: income	29,189.51
	A/c 3	247.04		Less: payments	11,817.15
		<u>      = £ 45,389.94</u>			<u>      = £ 45,389.94</u>