

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 13 JULY 2020 AT 7.00pm**  
**(HELD REMOTELY BY ZOOM)**

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

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

**5546 Apologies**

Apologies were received from Cllr Pardoe who was unwell. Her absence was **approved**.

**5547 Declarations of Interest**

Cllr Rich declared an interest in the NS Village Hall and Recreation Ground. Cllr Jeanes declared an interest in item 7a (Planning application 36/20/00011 Inwood Farm) and NS Village Hall and Recreation Ground.

**5548 Public Session**

A resident expressed concern about road safety on the A39 between Keenthorne and Inwood Farm. Queues formed as cars waited to turn right into Inwood Farm. The national speed limit applies along that stretch of the road and she worried that cars doing 60mph do not see a queue because of bends and dips there. The Chairman said that a request for improved signage would be made to County Highways.

She also asked about the procedure for applying for a grant in the present circumstances. The Chairman confirmed that grant applications could be sent to the Clerk by e-mail as normal, in time for the next meeting scheduled for September.

**5549 Minutes of Previous Meeting**

The Minutes of the Parish Council meeting held on 8 June were **approved** as a true record. The Chairman subsequently signed a copy of the Minutes.

**5550 District and County liaison**

Cllr Pay said Sedgemoor were getting used to meeting online. She had attended a Licencing meeting about taxis.

Cllr Caswell said things were continuing more or less as normal. A lot of Parishes were doing their meetings online. The Councils were still doing a lot of work, eg with tenants and parishes. After a quiet period, Highways is now overloaded with issues, some very bad. He would contact Ms Tyson to pursue the outstanding issues raised with her in April 2019. It was expected that the new contract for Connecting Devon and Somerset would be in place by the Autumn.

**5551 Grant Application – Thomas Poole Library**

It was **agreed** to award a grant of £500 for maintenance and running costs. (Unanimous). Cllr Falla complimented Mr Stacey on the exemplary application.

**5552 Grant Application – Breakfast Club**

It was **agreed** to award a grant of up to £504 to fund the Church Centre's Breakfast Club (4 in favour, 1 abstention, Cllr Falla objected to the principle of subsidising social care). The final

amount to be given would be offset by donations received from other parties and the Clerk and Rev King would discuss the practicalities.

#### **5543 Planning Application**

- a) **Planning Ref: 36/20/00013 – 30-32 Castle Street, Nether Stowey**  
**Proposal:** Works to trees

It was **agreed** there was no objection to the proposed works.

*Cllr Jeanes was removed to the virtual waiting room for the following item*

- b) **Planning Ref: 36/20/00011 – Inwood Farm Park and Ride, Nether Stowey**  
**Proposal: Retention of existing car park to be used as a 160-space park and ride facility for a further 48 months.**

It was **agreed** to support the application and to request that it is made available to HPC workers lodging in Nether Stowey, to alleviate the parking issues.

*Cllr Jeanes was readmitted to the meeting*

#### **5544 Financial Management**

- a) The Budget Report for the year to 10 July was **noted**. A copy of the report is appended to these minutes.

- b) Expenditure incurred since 8 June:

<b>Date</b>	<b>Payee Name</b>	<b>Cheque</b>	<b>Amount</b>	<b>Transaction Details</b>
8 June	Somerset ALC	122258	30.00	Training (KF)
15 June	Santander	DDR	0.30	Bank transaction charges in May
19 June	Hamp Post Office	card	31.20	Stamps
22 June	Payroll June 2020	122259,61,63,64	3,108.70	Salaries/HMRC June 20, LGPS May/June
22 June	Cancelled	122260	—	Error, repl by 122261
22 June	Somerset ALC	122262	387.35	SALC/NALC Affiliation fees
22 June	GWB Services	122265	936.00	Village Maintenance April/May
25 June	BT	DDR	52.86	Office phone/broadband bill
1 July	EDF Energy	DDR	16.00	Public Toilets electricity
1 July	Edward Martin	DDR	28.34	Website maintenance contract
3 July	EDF Energy	DDR	77.00	Office electricity
3 July	Rialtas BS Ltd	122266	148.80	Alpha Accounts software contract
4 July	EDF Energy	DDR	9.00	Clock Tower electricity
6 July	Zoom	card	14.39	Meeting hosting service
10 July	Sedgemoor DC	DDR	243.00	Toilets + Cemetery rates
10 July	Sedgemoor DC	DDR	225.00	Office rates
15 July	Microsoft	card	4.56	MS OneDrive service
15 July	PJ Addicott	SO	350.00	Office rent
15 July	Santander	DDR	0.30	Bank transaction charges in June
<b>Total</b>			<b>£5,632.80</b>	

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

- c) The most recent bank reconciliations and scans had been circulated by the Clerk.

## **5545 Consultations**

Walking and Cycling Manifesto – it was agreed to support the manifesto. Cllr Ferriday and the Clerk to prepare response in line with the Council's discussion.

Local Council COVID-19 Financial Impact – it was agreed that Cllrs Falla and Ferriday and the Clerk to prepare response in line with the Council's discussion. In particular it was noted that the Council noted the concerns about the Tax Base and supported reinstatement of the Community Support Grant.

## **5546 Reports**

### a) **Clerk's report**

- Mr Abbiss installed a very nice display of Covid-related photos in the Parish Office window.
- PCSO Jason Wyatt returned to our beat at the beginning of July.
- The Fish and Chip van has ceased trading
- Somerset CC looking for more Rights of Way volunteers. Details posted on the NSPC website and Stowey Walking asked to put it on theirs.
- Stowey Walking returned their cheque for the Walking Festival grant which was cancelled.

### **Correspondence**

- Complaint about toilets being closed – Clerk replied, citing cost of meeting requirements and availability of contractor
- Resident sent a photo of a fallen branch following stormy weather. There was no message, but contractor asked to deal with any tree that may have been the cause. One had died and fallen over, and he was tidying up after it.
- Requested to install a CCTV warning sign on the BT building adjacent to the footpath leading to the Playing Field. Since the PC doesn't own the building, nor operate CCTV in the area this would not be possible.
- Anonymous complaint about lack of visible support (ie a banner) for NHS and other key banners. Cllr Ferriday provided response for the website.
- Greenways Ground Maintenance – offering landscaping services
- Complaint about the brook in Meadow Close/Mount Road gardens. Letter sent to all householders concerned to remind them of their riparian responsibilities.
- Query about street lighting energy supplier in Castle Street.
- Report of blocked drain in St Mary St sent on to Highways, who say it may be a Wessex Water responsibility.
- Report of dead trees on the SCC land behind the Village Hall. Passed on to SCC but no reply as yet.
- Complaint about hedges between Nether Stowey and the Pines.

### b) **Chairman's Report**

The Chairman had attended the (virtual) NSVH/RG CIO Annual General Meeting. Most of the business was routine, but he noted that Mr Freeman had recommended further consultation regarding the sale of the Village Hall, following the undertaken given at the meeting held in November 2015 ["that the existing hall would not be closed until the new facility is open"].

Consultation on the public phone box – it was agreed to send the same objection as last year. In the event that the box is to be closed, it was agreed that options its future would be discussed as an item on a future agenda.

Cllr Ferriday had been nominated as the Parish Council's representative at the "Somerset Unitary" debate hosted by SALC on 16 July. The Chairman asked that all members read carefully all the information on this as it could mean significant changes to the Parish Council.

c) **Members Reports**

Neighbourhood Plan: Cllr Ferriday reported that, with the agreement of the Parish Council, Sedgemoor DC had appointed Ms Janet Cheesley to carry out the Independent Examination of the draft Neighbourhood Plan. Her draft report would issue in due course.

NS Village Hall and Recreation Ground: Cllr Rich reported that the Village Hall was still closed and there had not been any requests to reopen it as yet. Members of the Committee would be attending a briefing about re-opening safely. The cinema would ne resume before January. More volunteers were need as two had stepped down recently.

At the Recreation Ground, the children's play area and the tennis court are open but not the 5-a-side court. Old racquets and balls were available to use free of charge. Hand sanitiser was provided. There had been more graffiti and this had been reported to the police. They would check their CCTV.

Stowey Walking: Cllr Falla said that had returned their Grant cheque following the cancellation of the Walking Festival.

Footpaths: as mentioned previously Somerset County Council had announced a new push for volunteers, which he inferred meant budget difficulties.

QH AONB Committee the next meeting was on 21 July.

NSVH + RG CIO Trustee Cllr Jeanes said that the Chairman had summarised the AGM pretty well. Some of the newer Trustees had been unaware of the 2015 undertaking. The majority of the Trustees wanted to get on with the site sale. Although progress had dried up because of Covid situation, they were moving again on the design and the emphasis was to keep momentum., but

**5547 Next Parish Council Meeting**

As usual, there would be no meeting in August unless work demanded it. Otherwise, the next meeting will be held on **Monday 14 September**. It was expected that the meeting would be again held on Zoom.

The meeting closed at 8.20 pm

## Budget Report at 9 July 2020

Income	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	July 2020	Second quarter	Total income to date	% Original budget
1002 Allotment Rental	100.00	100.00	-	-	-	0.00	-	0.00	0.00	0.0%
1004 Bank Interest	157.34	85.00	0.01	0.01	0.01	0.03	-	0.00	0.03	0.0%
1005 Comm Infrastructure Levy	2,483.62	0.00	-	-	-	0.00	-	0.00	0.00	0.0%
1006 Cemetery Income	1,460.00	1,500.00	-	-	-	0.00	-	0.00	0.00	0.0%
1009 Miscellaneous Grants	2,259.00	-	-	-	-	0.00	-	0.00	0.00	**
1011 Precept	53,059.00	58,379.00	29,189.50	-	-	29,189.50	-	0.00	29,189.50	50.0%
1012 Printing & Copying receipts	374.66	300.00	-	-	-	0.00	-	0.00	0.00	0.0%
115 VAT Refunds	1,081.15	-	-	0.00	1,113.53	1,113.53	-	0.00	1,113.53	**
<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>1,113.54</b>	<b>30,303.06</b>	<b>0.00</b>	<b>0.00</b>	<b>30,303.06</b>	<b>50.2%</b>

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	July 2020	Second quarter	Total spent to date	% Original budget
<b>Parish Office</b>										
4101 Office Rent + supplies	3,887.10	4,315.00	350.00	350.00	350.00	1,050.00	350.00	350.00	1,400.00	32.4%
4102 Office utilities + rates	2,695.32	3,280.00	77.00	297.50	302.00	676.50	302.00	302.00	978.50	29.8%
4103 Postage	91.90	55.00	-	-	31.20	31.20	-	0.00	31.20	56.7%
4104 Stationery + equipment	159.42	180.00	-	-	-	0.00	-	0.00	0.00	0.0%
4105 Telephone & Internet	571.39	535.00	48.89	49.39	86.45	184.73	-	0.00	184.73	34.5%
4106 Website + IT costs	574.90	642.00	27.42	27.42	27.42	82.26	147.62	147.62	229.88	35.8%
4108 Printing costs	390.41	650.00	-	62.79	-	62.79	-	0.00	62.79	9.7%
<b>TOTAL Parish Office</b>	<b>9,638.42</b>	<b>9,707.00</b>	<b>503.31</b>	<b>787.10</b>	<b>797.07</b>	<b>2,087.48</b>	<b>799.62</b>	<b>799.62</b>	<b>2,887.10</b>	<b>29.7%</b>
<b>Staff Costs</b>										
4201 Salaries	30,056.28	30,705.00	2,535.71	1,962.72	3,108.70	7,607.13	-	0.00	7,607.13	24.8%
4202 Staff travel and expenses	69.13	60.00	-	-	-	0.00	-	0.00	0.00	0.0%
4203 Staff Training	0.00	50.00	-	-	-	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>3,108.70</b>	<b>7,607.13</b>	<b>0.00</b>	<b>0.00</b>	<b>7,607.13</b>	<b>24.7%</b>

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	April 2020	May 2020	June 2020	First quarter	July 2020	Second quarter	Total spent to date	% Original budget
<b>Administration &amp; Finance</b>										
4301 Audit Fees	585.00	585.00	-	285.00	-	285.00	-	0.00	285.00	48.7%
4302 Bank charges	8.60	10.00	1.70	-	0.30	2.00	0.30	0.30	2.30	23.0%
4303 Chairman's Honorarium	250.00	250.00	-	-	-	0.00	-	0.00	0.00	0.0%
4304 C/llrs' Expenses/training	100.20	-	-	-	30.00	30.00	-	0.00	30.00	**
4306 Elections	100.00	235.00	-	-	-	0.00	-	0.00	0.00	0.0%
4307 Insurance	1,182.34	1,200.00	-	1,197.18	-	1,197.18	-	0.00	1,197.18	99.8%
4308 Statutory Fees	35.00	35.00	-	-	-	0.00	-	0.00	0.00	0.0%
4309 Subscriptions	561.06	615.00	-	-	387.35	387.35	-	0.00	387.35	63.0%
4310 Village Hall Hire	362.00	375.00	-	11.99	11.99	23.98	11.99	11.99	35.97	9.6%
<b>TOTAL Admin &amp; Finance</b>	<b>3,834.20</b>	<b>3,305.00</b>	<b>1.70</b>	<b>1,494.17</b>	<b>429.64</b>	<b>1,925.51</b>	<b>12.29</b>	<b>12.29</b>	<b>1,937.80</b>	<b>58.6%</b>
<b>Cemetery</b>										
4402 Cemetery Rates	187.30	190.00	53.85	55.00	55.00	163.85	55.00	55.00	218.85	115.18%
4403 Maintenance + bins	3,522.76	3,400.00	-	81.38	720.00	801.38	-	0.00	801.38	23.57%
<b>TOTAL Cemetery</b>	<b>3,710.06</b>	<b>3,590.00</b>	<b>53.85</b>	<b>136.38</b>	<b>775.00</b>	<b>965.23</b>	<b>55.00</b>	<b>55.00</b>	<b>1,020.23</b>	<b>28.42%</b>
<b>Community Services</b>										
4501 Christmas Tree & Lights	60.00	50.00	-	-	-	0.00	-	0.00	0.00	0.00%
4502 Allotment	100.00	100.00	-	-	-	0.00	-	0.00	0.00	0.00%
4507 Corona Comm Support	10.63	-	-	-	-	0.00	-	0.00	0.00	**
4508 Support for Tourism	0.00	250.00	-	-	-	0.00	-	0.00	0.00	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>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Neighbourhood Plan</b>										
4520 Neighbourhood Plan	0.00	0.00	-	-	-	0.00	-	0.00	0.00	**
4521 Neighbourhood Plan Grant	392.69	0.00	-	1,586.31	-	1,586.31	-	0.00	1,586.31	**
<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>0.00</b>	<b>0.00</b>	<b>1,586.31</b>	<b>**</b>
<b>Village Maintenance</b>										
4601 A39 Verge	735.00	720.00	-	-	162.00	162.00	-	0.00	162.00	22.50%
4602 Clock Tower Maintenance	932.00	285.00	-	-	-	0.00	-	0.00	0.00	0.00%
4603 Clock Tower Electricity	344.25	350.00	93.37	9.00	9.00	111.37	93.37	93.37	204.74	58.50%
4604 General Maintenance	215.80	200.00	-	-	-	0.00	-	0.00	0.00	0.00%
4605 The Cross, Gaol and WM	249.33	150.00	-	-	-	0.00	-	0.00	0.00	0.00%
4606 Palmers Path	707.50	450.00	-	-	54.00	54.00	-	0.00	54.00	12.00%
4607 Public Seating	339.59	250.00	-	-	-	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	July 2020	Second quarter	Total spent to date	% Original budget
<b>Village Maintenance continued</b>										
4608 Public Footpaths	0.00	25.00	-	-	-	0.00	-	0.00	0.00	0.00%
4609 Dog Bins	1,440.40	1,610.00	-	720.20	-	720.20	-	0.00	720.20	44.73%
4610 Coleridge Road	227.50	160.00	-	-	-	0.00	-	0.00	0.00	0.00%
4612 Plot 173	122.50	0.00	-	-	-	0.00	-	0.00	0.00	**
4613 Mill Ln/Lime St maint	216.74	200.00	-	-	-	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>225.00</b>	<b>1,047.57</b>	<b>93.37</b>	<b>93.37</b>	<b>1,140.94</b>	<b>25.93%</b>
<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%
4702 Castle St Toilets Electricity	138.57	200.00	16.00	16.00	16.00	48.00	16.00	16.00	64.00	32.00%
4703a Car Park Rates	785.60	790.00	798.40	-	-	798.40	-	0.00	798.40	101.06%
4703b Public Toilets Rates	0.00	0.00	192.65	188.00	188.00	568.65	188.00	188.00	756.65	**
4704 Castle St Toilets Repairs	131.25	100.00	-	-	-	0.00	-	0.00	0.00	0.00%
4705 Castle St Toilets Water	374.50	390.00	-	161.80	-	161.80	-	0.00	161.80	41.49%
4706 Castle St Car Park maint	357.50	400.00	-	-	-	0.00	-	0.00	0.00	0.00%
<b>TOTAL Toilets + Car Park</b>	<b>5,113.42</b>	<b>5,300.00</b>	<b>1,007.05</b>	<b>365.80</b>	<b>204.00</b>	<b>1,576.85</b>	<b>204.00</b>	<b>204.00</b>	<b>1,780.85</b>	<b>33.60%</b>
<b>Grants</b>										
4801 Grants Pool	295.98	3,600.00	-	-	-	0.00	-50.00	-50.00	-50.00	-1.39%
<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>-50.00</b>	<b>-50.00</b>	<b>-50.00</b>	<b>-1.39%</b>
<b>CIL + Capital Expenditure</b>										
<b>TOTAL CIL + Capital Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>**</b>
<b>VAT Account</b>										
515 VAT Paid	1,709.18	0.00	19.48	247.64	25.17	292.29	36.14	36.14	328.43	**
<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>5,564.58</b>	<b>17,088.37</b>	<b>1,150.42</b>	<b>1,150.42</b>	<b>18,238.79</b>	<b>29.84%</b>
<b>Total Income</b>	<b>60,974.77</b>	<b>60,364.00</b>	<b>29,189.51</b>	<b>0.01</b>	<b>1,113.54</b>	<b>30,303.06</b>	<b>0.00</b>	<b>0.00</b>	<b>30,303.06</b>	<b>50.20%</b>
<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>4,451.04</b>	<b>-13,214.69</b>	<b>1,150.42</b>	<b>1,150.42</b>	<b>12,064.27</b>	

**Balance sheet**

<b>Bank:</b>	Current a/c	21,483.71	<b>Balance:</b>	as at 1 Apr	28,017.57
	Deposit a/c	18,401.83		Plus: income	30,303.06
	A/c 3	196.30		Less: payments	18,238.79
		<b>= £ 40,081.84</b>			<b>= £ 40,081.84</b>