

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 12 NOVEMBER 2012 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Peter Greig (Chairman)
Robert Booth
Malcolm Hogg
Margaret Hogg
Pat Pardoe
John Roberts
Teresa Youé

In Attendance: County Councillor John Edney
District Councillor Mike Caswell (*left after Minute 4182*)
Parish Clerk Caro Slaymaker
6 Members of the Public

Public Session

The Chairman welcomed everyone and thanked the Village Hall for the work they had done to improve the hall. He introduced Gemma Roberts who takes up the position of Assistant Clerk in December.

4173 Apologies

Apologies were received from Cllr Corbett (family commitment). The absence was **approved**. Apologies were also received from District Councillor Julie Pay.

4174 Declarations of Interest

There were no declarations of interest.

4175 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 10 September were **approved** as a true record and signed by the Chairman.

4176 Committee Minutes

Owing to a printer failure, the Personnel Committee minutes will be submitted at the next meeting.

4177 County and District Council Liaison

County Councillor John Edney reported that the project to supply defibrillators to communities started. The Clerk confirmed that St John's Ambulance had been in contact.

Cllr Edney reported on the budget that "more pain was expected" and he would provide further information as it became available. In answer to questions, he confirmed that Somerset County Council had received back £19 million of the £24 million invested in Icelandic banks and expected to get back a further amount of about £2m but this left a loss of about £3m.

District Councillor Caswell reported that he had attended a meeting with David Eccles (EdFE) and Doug Bamsey (SDC) to discuss the administration of the Community impact/mitigation funds. At the moment it was unclear how it would be arranged and he would keep the Parish Council informed of developments.

He said that the District Council also expected "more financial pain" and that some floors of Bridgwater House were being let to other organisations.

Cllr Roberts said that both Councillors had mentioned cutbacks and asked what services would be devolved to Parish Councils. He explained that it was difficult for the Parish Council to plan its own budget without this information at an early stage. Cllr Malcolm Hogg add that the problem was one of timing – the precept demand had to be submitted to Sedgemoor before it was known what extra work might have to be funded.

Cllr Caswell also reported that the planning application for the new Tesco had been received.

4178 Police Liaison

PCSO Long was unable to attend the meeting, but the Clerk reported the resumption of Beat Surgeries. The first will take place at the Parish Office on Wednesday 28 November at 11am and the next on Tuesday 18 November. The Clerk has posters to publicise the event and has forwarded details to the Quantock Messenger.

4179 Income and Expenditure Report

The Clerk presented the Income and Expenditure report for October 2012, a copy of which is appended to these minutes. Cllr Booth noted that he and the Clerk had reviewed this year's budget and had started work on next year's precept demand. He invited Councillors to contribute, either with new initiatives or where they thought that savings might be found. The Finance and Audit Committee (F&AC) would meet on 3 December to discuss the first draft of the budget which could then be presented for discussion at the Parish Council meeting on 10 December. There would be a further F&AC meeting on 7 January 2013.

4180 Expenditure

Expenditure incurred since the Parish Council meeting of 8 October 2012

nPower Ltd	£ 102.28	Electricity – toilets July-Sept 2012
NS Village Hall	£ 20.00	Hire of hall – Sept planning committee
EDF Energy	£ 17.75	Clock tower electricity (metered)
Gary Bickers	£ 507.00	Maint Sept: Cemetery £266; toilet cleaning £185; Palmers Path £28; A39 verge £28
TalkTalk	£ 34.86	Office telephone, Oct 2012
ICO	£ 35.00	Data Protection Act registration renewal
Purnells Printers	£ 50.88	Receipt books
Staff payroll	£ 1,847.29	October 2012
Clerk expenses	£ 48.07	Office consumables; mileage various meetings
Tom Clark	£ 5,640.00	War Memorial balance
Littles Grocers	£ 125.73	War Memorial Dedication reception
Mrs P F Henry	£ 336.55	War Memorial Dedication reception
Clarity Copiers	£ 102.32	Printer charges
EDF	£ 42.16	Clock Tower electricity (unmetered)
Total payments	£ 8,909.89	<i>Values shown include VAT which is accounted for separately on the Income and Expenditure report.</i>

The above expenditure was **approved** and (any) two of the authorised signatories were **instructed** to sign the relevant cheques.

4181 Highways

Lime Street/Mill Lane junction

The Chairman reported that he had attended a meeting with Councillor Edney and Mr Cowling (Engineering Programme and Resources Manager at Somerset County Council). Further consideration of a design and the costing are being followed up with a view to a bid for project funding in the next financial year. The Chairman was grateful for the letter of support for the project he had received from Cllr Edney. In the meantime he had written to the Headmaster of Nether Stowey School, as agreed at the October meeting, asking for a letter to support the bid, and to consider the idea of a crossing warden. Other ways of funding this option, such as seeking sponsorship from local businesses, were discussed.

It had also been suggested that the bid would be strengthened if there was contribution from the community, both financial and practical. Although the vegetation growing on the bank had previously been cut back by Highways, the cutting had not been extensive. He proposed that further work be arranged by the Parish Council with volunteers and the assistance of a local contractor. To this end the Clerk had arranged a meeting on 28 November with Lawrence Hackling and a County arborist to discuss the scope and the practical aspects of undertaking such work. An extra street light was needed on the corner – this would be a cost to the Parish Council. The Chairman would discuss this with Mr Hackling.

The Chairman observed that the bid for improvements would be considered against bids from many other Parishes so everything should be done to strengthen the case. Cllr Edney added that he was assuming that there would be funding for this scheme next year.

A39 Accident diversion routes

A copy of the proposal had been circulated to Councillors previously. The Chairman advised that he had been asked by the Quantock Cluster to pursue the matter which had not progressed for a couple of years. He had been pleasantly surprised to find that the work had been done. However the consultation meeting had been cancelled and there was no indication of a new date. There was a meeting to consult County Councillors on 29 November. Cllr Edney confirmed that he would attend the meeting and report back, but he was pleased that there was movement on this issue.

Bollards on the Cross

Illegal parking on the loading area on the Cross was becoming more frequent, and other drivers were parking on the pedestrian area of the Cross. It was suggested that more bollards be installed to prevent this. Cllr Malcolm Hogg suggested lockable bollards that can be dropped to enable delivery vehicles to park. Keys could be held by the businesses who received deliveries. The Chairman would discuss this with Lawrence Hackling on 28 November.

Bench on the Cross

The Clerk reported that the WI would like to place a bench on the Cross. A formal proposal would be submitted next month. This might need to be taken into account when considering the proposal to install bollards there.

4182 Reports

Village Hall: The Chair of the Village Hall committee gave a report on progress on fundraising and improvements completed and planned at the Village Hall. A copy of the report is appended to these minutes. Cllr Malcolm Hogg proposed that the Maintenance Grant could now be paid. This was unanimously **agreed**.

Playing Field: at the request of the Playing Field Committee, a report would be presented at the next meeting.

Active Living: Cllr Margaret Hogg reported that generally there was good attendance at the monthly meeting, though numbers had been noticeably reduced this month. It was thought that this might be because more people had used the Sainsbury's Free Bus in the morning.

AONB JAC: The Chairman reported that there was a meeting at the end of the month. The financial situation was causing problems, and there were concerns that staffing levels were reaching a point where there were not enough people to adequately run the AONB.

Strategic Stakeholders Group, Hinkley Point: Cllr Malcolm Hogg reported that he had had attended the last meeting. Everything was running smoothly. A new car park was being built and they had introduced a Park and Ride scheme.

Cllr Caswell added that he had attended a National Stakeholder Group meeting. He felt that concerns were being listened to. The agreement for the turbine hall was all but signed, subject to the National Infrastructure Planning decision due in March. Consideration was being given to the re-use of the A-Station turbine hall rather than building a new one, as was collocation of waste storage facilities for low-and intermediate-grade waste. A new Decommissioning Subgroup was being formed.

Cllr Caswell left the meeting at 8.15pm

Coleridge Cottage: the Clerk reported that the National Trust were applying to put a brown information direction sign to Coleridge Cottage at the entrance to the village from the A39. It was hoped that this would help visitors who had difficulty finding the Cottage and slowed the traffic flow through the village. Subject to funding, they also wished to put a sign on the post on the Cross, which would be in keeping with existing signage. This already had Highways approval. It was reported visitor numbers had increased significantly from 3,800 in 2010 to 11,200 so far in 2012. The Chair of the Village Hall Committee noted that whilst the increase in visitor numbers was good news, there were implications for the Village Hall car park. The National Trust leaflet directed their visitors to the Village Hall car park, which at times meant that hall users could not park. The Chairman advised that she call on the manager of the Cottage to discuss the problem.

Community Transport: The Clerk reported that she had now drawn together information about resources available, and would use this as a basis for an information leaflet to help parishioners. For individuals, the existing Community Transport services could turn out to be quite expensive (albeit less than an ordinary taxi) and could be limited in what they could offer.

4183 Correspondence

- Letter from FONSS – requesting a Grant to support their Jubilee Christmas event. They had been unable to take up the offer of a Jubilee Grant earlier in the year. Cllr Roberts proposed that a grant of £150 be made, seconded by Cllr Booth. It was unanimously **agreed**.
- National Grid – information about the HV cable route from Hinckley Point to Avonmouth; opportunity to comment until 18 December, no direct impact on Nether Stowey
- Letter from SCC Highways re Winter Services and de-icing materials. Cllr Malcolm Hogg agreed to collect sacks of de-icing product from Highways Dunball depot on Sat 24 Nov
- Agenda for SDC/SALC joint meeting at Bridgwater House 29 November

4184 Forthcoming meetings and events

Thurs 15 Nov	Police & Crime Commissioner election		
Fri 16 Nov from 11am	Tree Planting Day	Millennium Wood	
Sat 24 Nov 9am-1pm	Collect de-icing products	Highways depot, Dunball	MH
Tues 27 Nov 6.45pm	Quantock Cluster meeting	Fiddington Village Hall	PG, CS
Wed 28 Nov 10.30am	Meeting with Lawrence Hackling and SCC arborist	Lime St/Mill Lane junction	PG, CS
Wed 28 Nov 11 am	Beat Surgery by PCSO Long	Parish Office	PCSO
Thurs 29 Nov 6pm	SDC and SALC meeting	Bridgwater House, Bridgwater	All Cllrs invited
Mon 3 Dec 7pm	Finance & Audit Committee	Village Hall	
Sat 8 Dec 12.30pm	Village Hall Christmas Market	Village Hall	
Mon 10 Dec 7pm	Parish Council meeting	Village Hall	All Cllrs

4185 Date of Next meeting

- Monday 10 December at 7pm at the Village Hall.

The meeting closed at 8.40pm.

DRAFT

Account Code	Account	Balance at 31 Mar 12	Budget 2012/13	Total 2012/13	First quarter	Second quarter	Oct 2012	Total spent to date	Balance	% Spent of Total
Parish Office										
4101	Office Equipment	0.00	500.00	500.00	393.95	534.00	70.49	998.44	- 498.44	199.69%
4102	Parish Council Office Rent	0.00	3,000.00	3,000.00	710.24	355.00	9.05	1,074.29	875.71	70.81%
4103	Postage	0.00	175.00	175.00	156.70	-		156.70	- 11.70	106.69%
4104	Stationery, printing	0.00	1,250.00	1,250.00	69.64	229.06	43.69	342.39	582.61	53.39%
1012	Printing & Copying	0.00	-800.00	-800.00	- 100.55	- 58.66	- 3.40	- 162.61	- 537.39	32.83%
4105	Telephone & Internet	0.00	550.00	550.00	173.44	88.61	29.05	291.10	3.90	99.29%
1999	Misc Receipts	0.00	0.00	0.00	-	- 2.00		- 2.00	2.00	
Staff Costs										
4201	Payroll Reserve	3,226.40	25.00	3,251.40	1,905.02	-	-	1,905.02	1,346.38	58.59%
4202	Recruitment	0.00	250.00	250.00	-	-	-	-	250.00	0.00%
4203	Salaries	0.00	20,850.00	20,850.00	5,712.11	4,930.02	1,668.40	12,310.53	39.47	99.81%
4204	Staff travel and subsistence costs	0.00	100.00	100.00	123.65	-	30.02	153.67	- 133.67	233.67%
4205	Staff Training	0.00	500.00	500.00	-	-	1.53	1.53	- 1.53	100.31%
Administration & Finance										
4301	Audit Fees	0.00	600.00	600.00	250.00	480.00		730.00	-130.00	121.67%
4303	Chairman's Honorarium	0.00	175.00	175.00	175.00	-		175.00	0.00	100.00%
4305	Councillors' Training	0.00	150.00	150.00	-	120.00		120.00	-70.00	146.67%
4306	Elections	895.00	250.00	1,145.00	-	-		-	1,145.00	0.00%
4307	Insurance	0.00	1,400.00	1,400.00	935.60	-		935.60	464.40	66.83%
4308	Statutory Fees	0.00	35.00	35.00	-	-		35.00	0.00	100.00%
4309	Subscriptions	0.00	500.00	500.00	35.00	-		35.00	390.00	22.00%
4310	Venue Hire	0.00	250.00	250.00	180.00	78.00	20.00	278.00	-168.00	167.20%
4311	Wayleaves	0.00	0.00	0.00	-	-		-	0.00	
4312	Quantock Cluster expenditure	0.00	0.00	0.00	12.90	-	186.36	199.26	-299.26	

Account Code	Account	Balance at 31 Mar 12	Budget 2012/13	Total 2012/13	First quarter	Second quarter	Oct 2012	Total spent to date	Balance	% Spent of Total
Parish Office										
4101	Office Equipment	0.00	500.00	500.00	393.95	534.00	70.49	998.44	- 498.44	199.69%
4102	Parish Council Office Rent	0.00	3,000.00	3,000.00	710.24	355.00	9.05	1,074.29	875.71	70.81%
4103	Postage	0.00	175.00	175.00	156.70	-		156.70	- 11.70	106.69%
4104	Stationery, printing	0.00	1,250.00	1,250.00	69.64	229.06	43.69	342.39	582.61	53.39%
1012	Printing & Copying	0.00	-800.00	-800.00	- 100.55	- 58.66	- 3.40	- 162.61	- 537.39	32.83%
4105	Telephone & Internet	0.00	550.00	550.00	173.44	88.61	29.05	291.10	3.90	99.29%
1999	Misc Receipts	0.00	0.00	0.00	-	- 2.00		- 2.00	2.00	
Staff Costs										
4201	Payroll Reserve	3,226.40	25.00	3,251.40	1,905.02	-	-	1,905.02	1,346.38	58.59%
4202	Recruitment	0.00	250.00	250.00	-	-	-	-	250.00	0.00%
4203	Salaries	0.00	20,850.00	20,850.00	5,712.11	4,930.02	1,668.40	12,310.53	39.47	99.81%
4204	Staff travel and subsistence costs	0.00	100.00	100.00	123.65	-	30.02	153.67	- 133.67	233.67%
4205	Staff Training	0.00	500.00	500.00	-	-	1.53	1.53	- 1.53	100.31%
Administration & Finance										
4301	Audit Fees	0.00	600.00	600.00	250.00	480.00		730.00	-130.00	121.67%
4303	Chairman's Honorarium	0.00	175.00	175.00	175.00	-		175.00	0.00	100.00%
4305	Councillors' Training	0.00	150.00	150.00	-	120.00		120.00	-70.00	146.67%
4306	Elections	895.00	250.00	1,145.00	-	-		-	1,145.00	0.00%
4307	Insurance	0.00	1,400.00	1,400.00	935.60	-		935.60	464.40	66.83%
4308	Statutory Fees	0.00	35.00	35.00	-	-		35.00	0.00	100.00%
4309	Subscriptions	0.00	500.00	500.00	35.00	-		35.00	390.00	22.00%
4310	Venue Hire	0.00	250.00	250.00	180.00	78.00	20.00	278.00	-168.00	167.20%
4311	Wayleaves	0.00	0.00	0.00	-	-		-	0.00	
4312	Quantock Cluster expenditure	0.00	0.00	0.00	12.90	-	186.36	199.26	-299.26	

Village Maintenance											
4601	A39 Verge	0.00	150.00	150.00	42.00	56.00	28.00	126.00	-	63.00	142.00%
4602	CCTV	0.00	100.00	100.00	-	-	-	-	100.00	0.00%	
4603	Clock Tower Maintenance & Electricity	0.00	550.00	550.00	50.58	329.10	16.90	396.58	-	146.58	126.65%
4604	General Maintenance	0.00	400.00	400.00	-	-	-	-	400.00	0.00%	
4605	Old Gaol	0.00	100.00	100.00	-	-	-	-	100.00	0.00%	
4606	Palmers Path	0.00	300.00	300.00	42.00	126.00	28.00	196.00	33.00	89.00%	
4607	Public Seating	0.00	250.00	250.00	80.00	-	-	80.00	130.00	48.00%	
4608	South Lane Footpath	0.00	100.00	100.00	35.00	35.00	-	70.00	-	5.00	105.00%
4609	Dog Bins	0.00	150.00	150.00	69.68	304.45	-	374.13	-	224.13	249.42%
4610	A39 Wood	0.00	750.00	750.00	-	-	-	-	750.00	0.00%	
	Millennium Wood	0.00	150.00	150.00	-	-	-	-	150.00	0.00%	
Castle Street Toilets											
4701	Castle Street Toilets Cleaning	0.00	2,250.00	2,250.00	364.00	555.00	185.00	1,104.00	36.00	98.40%	
4702	Castle Street Toilets Power	0.00	700.00	700.00	149.51	150.05	97.41	396.97	123.03	82.42%	
4703	Castle Street Toilets Rates	0.00	930.00	930.00	-	-	-	-	-	100.00%	
4704	Castle Street Toilets Repairs & Mtce	0.00	250.00	250.00	-	-	-	-	-	100.00%	
4705	Castle Street Toilets Sewerage	0.00	300.00	300.00	115.11	-	-	115.11	64.89	78.37%	
4706	Castle Street Toilets Water	0.00	300.00	300.00	120.77	-	-	120.77	49.23	83.59%	
Grants											
4801	Miscellaneous Grants	0.00	500.00	1,100.00	750.00	-	-	750.00	350.00	68.18%	
4803	Playing Field	0.00	1,500.00	1,500.00	-	-	-	-	1,500.00	0.00%	
4804	Transport	0.00	500.00	500.00	-	-	-	-	500.00	0.00%	
4805	Village Hall	900.00	900.00	1,800.00	900.00	-	-	900.00	-	100.00%	
4806	Diamond Jubilee	0.00	600.00	0.00	-	-	-	-	-	0.00%	
1009	Miscellaneous Grants	0.00	0.00	0.00	-	-	-	-	-	0.00%	

Nether Stowey Library											
4511	Miscellaneous costs	0.00	0.00	0.00	0.31	-	-	0.31	-	0.31	No budget allocation
4510	Establishment of Community Org	0.00	0.00	0.00	-	-	-	-	-	-	
Reserves											
	Service Devolution Reserve	0.00	5,000.00	5,000.00	-	-	-	-	5,000.00	0.00%	
	General Reserve**	16,060.72	1,740.00	17,800.72	-	-	-	-	17,800.72	0.00%	
Total Net Expenditure For Year		30,352.56	49,800.00	77,571.19	11,950.93	7,582.83	-220.10	19,313.66	42,778.53	44.85%	
1011	Precept	0.00	-	-47,850.00	-23,925.00	-23,925.00		-	0.00		
			47,850.00					47,850.00			
90013	VAT Paid	0.00	-1,200.00	-1,200.00	-4,254.07	1,044.59	34.37		1,975.11		
Total Expenditure for Year		30,352.56	750.00	28,521.19	-16,228.14	-15,297.58	-185.73	-31,676.45	79,546.30		

DRAFT

Memo to Nether Stowey Parish Council

Objective

To seek the release of funds set aside by the Nether Stowey Parish Council to contribute to village hall repairs and renewal, to seek a grant to carry out further works in 2013 and to report on actions to repair the hall in the past year and planned for the next 12 months.

Background

Nether Stowey has for a significant number of years benefited from a village hall built in the first half of the last century. The hall has provided a centre for the village community which is both open and welcoming to all without discrimination in any way. The hall has been run to the best of their abilities by a committee of villagers and representatives of the groups that use the hall regularly but until recently (2011) the committee have focussed on the day to day running of the hall without consideration of the (hidden) structure of the building. In the last 18 months the committee has focused efforts on rectifying some of the faults identified in a structural survey carried out in 2010. The total estimated budget identified by the surveyor for the necessary repairs was £85,000 at 2011 prices.

Progress

A significant start has now been made on repairs using contractors to carry out the major structural repairs and volunteers for other repairs. You will see the small hall has been repaired; new foundations have been put in to support both the floor & walls without disturbing the asbestos therein. Less obvious is the provision of a new ridge to the small hall to ensure waterproof integrity. – estimated cost £4,862.75. Additional cost for repainting carried out by committee members £135.

Other outside work has been carried out by volunteers tiles have been replaced where necessary on the lean too parts of the building and the wooden capping to the toilet block to the main hall has also been replaced and weather proofed. Windows in the small hall toilets have been repaired and proofed and external timber has been protected. Window repairs above main door. Additional lighting has been provided to the external walkway from the car park to improve safety. Two pans have been replaced in the main hall ladies toilets Cost for these works £380.

The damage to the small hall wall occurred through rot partly due to ingress of water from the outside play area. The rubber mats have been removed and the area exposed and cleaned so that early warning is obtained of any further water problems.

Further investigation of the problem of high cost of electrical storage heating in the hall has resulted in a decision to more closely monitor the heating to try to balance temperature and cost more effectively. The committee believe this to be the most cost effective way for the immediate future until the village has a chance to comment on the long term way forward for Nether Stowey village hall. No resolution has been found to the limited car parking on site and this has now been exacerbated by the National trust advertising the hall car park as convenient for their visitors. Needless to say this has caused problems with hall users and is being taken up with the trust.

The new committee has also invested in a bouncy castle to encourage younger people to use their village hall. Its first use was a resounding success for both the children and in interesting their parents in the hall. A new annual event for the village has been introduced – a family Halloween party –to raise money and encourage Nether Stowey's young family members to value and use their village hall and perhaps to get involved more helping and in village life. Finally a new website is in construction aimed at raising the hall profile and ensuring that people searching for hall facilities in the area see us.

Summary

Expenditure on repairs to the hall this year amounts to a total of £5377.74

Expenditure on new facilities and enhancement of existing facilities and the web site amounts to £1433.87. These figures do not include our usual day to day running and replacement expenses.

There is still much to do to catch up with maintenance and reverse the decay that the structural survey reported and to smarten the hall and we now have a small working group and a few volunteers focusing on this. To this end we request the release of the funds held back from last year's precept and also ask the Parish council to make a generous grant for 2013 to enable us to continue to move the hall forward.

The village hall now has a strong committee and during the next 12 months the committee plans to consult the village on the future for Nether Stowey village hall and continue with the repair of the current hall to prolong its life whilst introducing new events to bring more, younger people into the hall.

Given the work completed this year we trust that the Parish Council will now release funds without any restriction trusting in the strengthened committee to allocate funds appropriately to repairs and other requirements on behalf of the village and report back accordingly.

Barbara Rich

On behalf of Nether Stowey Village Hall Committee

9th November 2012

DRAFT