

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 8 JUNE 2015 AT 7.00pm**  
**IN THE VILLAGE HALL**

Present: Parish Councillors Malcolm Hogg (Chairman)  
Margaret Hogg  
Andrew Jeanes  
Patricia Pardoe  
Colin Penny  
Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)  
County Cllr John Edney  
District Cllr Julie Pay  
District Cllr Mike Caswell  
Alison Hoare, Village Agent  
Mary Roberts representing CANS  
Margaret Harris rep Quantock Active Living and the Short Mat Bowls Club

**Public Session**

There were no issues raised.

Alison Hoare, Village Agent, briefed the Council on her rôle and what she could do both for individuals and to support community action – she had, for example, joined the Wednesday Day Centre meeting recently and would shortly attend an Active Living session. She knew that there was a lot of interest in Community Transport and hoped to be able to help with that. Williton and Watchet had a volunteer car scheme running (“Wheels”) that might be a suitable model. She would prepare a project outline which would provide the information.

**4646 Apologies**

Apologies were received from Cllr Roberts (working away). The absence was **approved**.

**4647 Declarations of Interest**

Cllrs Pardoe and (Margaret) Hogg declared interests in item 5 (Grants to Active Living) and Cllr Pardoe (grant to FONSL). Cllr Rich declared an interest in the Playing Field.

**4648 District Council Liaison**

Cllr Edney congratulated Councillors on their re-election and looked forward to working with them for the next two years. Cllr Christine Lawrence had been elected as the first female Chair of the County Council. Cllr Fothergill had replaced Cllr Siggs on Transport.

Cllr Pay said that there was not much to report from Sedgemoor. She had moved from the Community Scrutiny Committee and joined Corporate Planning. She was now Chair of the Audit and Governance Committee, and was also still on the Licensing Committee. Cllr Caswell added that he remained portfolio holder for Planning and they were presently reviewing Planning Policy. He was also now Deputy Chairman of the AONB JAC.

The Chairman asked the District Councillors if they could find out about cuts to the staffing of Clean Surroundings. The Clerk had been told that there would be staff cuts and additional work taken on. There were concerns that this would mean the village’s verges etc would be maintained less (and the Parish Council was already topping up the present service which had been reduced in some areas). The Clerk would pass details on to Cllrs Caswell and Pay.

The Chairman said he would like to record his congratulations that the traffic lights at the bridge seemed to have better sequencing.

**4649 Minutes of Previous Meeting**

The Minutes of the Parish Council meeting held on 18 May were approved as a true record and signed by the Chairman (proposed Cllr Rich, seconded Cllr Jeanes).

**4650 Grants**

FONSL: it was **agreed** to contribute £50 to the cost of the new Tom Poole Information Panel recently unveiled at the Library. All in favour.

Short Mat Bowls: it was **agreed** to purchase eight rubber mats as a donation to the Club. It was noted that the Club was a valuable social asset to the community and in the past they had generously helped set up activities for the village's young people. It was expected that the mats would cost around £100. Proposed Cllr Penny, seconded Cllr Jeanes, all in favour.

*Cllrs Hogg and Pardoe left the meeting for the following item.*

Quantock Active Living: Mrs Harris asked for a grant to enable them to reduce the cost paid by members at each session. At present it was £2.50 per session and it was felt that this might be a barrier to some. They now received less from the County Council than before and had not asked for a grant from the Parish Council last year which they previously had annually. It was agreed that Active Living was also a valuable asset to the community and it was **agreed** to award a grant of £130. Proposed Cllr Rich, seconded Cllr Jeanes, All in favour.

*Cllrs Hogg and Pardoe re-joined the meeting at the end of this item.*

**4651 Financial Matters**

The Clerk presented the Budget Report to 5 June, a copy of which is appended to these minutes. The report was **noted**.

**4652 Expenditure**

Expenditure incurred since the Parish Council meeting of 18 May:

Date	Payee Name	Cheque	Amount	Transaction Details
11 May	Talk Talk	DDR	16.00	Telephone Bill April-May 2015
19 May	GWB Services	103538	882.00	Village Maintenance for April
19 May	Mrs D Penny	103539	137.50	Buffet for Annual Parish Meeting
20 May	Susan Sherry	103540	295.00	Internal Audit
20 May	Audible Fidelity	103541	1,529.00	Village Hall Grant for Marantz Pre-Amplifier
20 May	Parish Office Staff	103542-45	1,982.31	Payroll May 2015
22 May	Dream AV	103546	174.00	Village Hall Grant for Unicol Projector Stand
26 May	Sedgemoor DC	103547	100.00	Election Fee
26 May	Malcolm Lane & Son	103548	3,561.60	Notice Boards for The Cross
26 May	Chanin & Thomas	103549	500.00	Parish Office Rent April-June 2015
26 May	Grandfield & Son	103550	50.00	Donation in memory of Cllr S O'Byrne
3 Jun	EM Computer Svs	DDR	28.34	Website Maintenance Contract
3 Jun	EDF Energy	DDR	50.00	Public Toilets
4 Jun	EDF Energy	DDR	7.00	Clock Tower metered supply
4 Jun	Sainsbury's		20.00	Thank you gift for Bob Scoines
5 Jun	Wessex Water	103551	223.37	Water & Sewerage 13/11/14-26/05/15
	<b>Total</b>		<b>£9,556.12</b>	

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

**4653 Bank Reconciliation**

The bank reconciliation and accounts check had been checked and signed by Cllr Margaret Hogg. She confirmed that she was satisfied that it was in order.

**4654 Highways**

Mrs Roberts said that a man had been seen attempting to repair the traffic lights at the Stogursey Lane/A39 junction. The Clerk was instructed to contact Highways and to write to the gentleman concerned.

**4655 Reports**

Playing Field: Cllr Rich said that the clean-up day had gone well. It was nice to see so many children enjoying the new play area, but sadly two pieces of equipment had been broken, and boys had been seen throwing swings over the frame and trying to light aerosols. The incidents had been reported to the police but there had been no response. Arrangements for “Party in the Park” were coming together.

Active Living: Cllr Margaret Hogg reported that they had had an excellent meeting although the planned speaker had been unable to come. Next month the school children would be joining the group to play ukuleles.

Village Hall: Cllr Pardoe had reported that EDF had removed the electricity meter for testing. The committee believed the meter was faulty. The film “Pandaemonium” was showing on Friday 19 June. There would be a joint meeting of the Village Hall and Playing Field committees in July.

CANS: Mrs Roberts said that she had received a lot of good feedback on the new notice board and two negative comments.

Cllr Rich announced that Chris Flay would be retiring from the fire brigade at the end of the month. It was not yet known who would replace Mr Flay as Watch Manager.

**4656 Correspondence**

The Clerk had circulated details of “Get up to Speed”. It was **agreed** that it would be discussed at the next meeting.

**4657 Forthcoming meetings and events**

Weds 17 June	Planning Training	Bridgwater House	5.45pm	CS, JR, CP, BR
Thurs 18 June	Transport Forum	MEETING CANCELLED		
Fri 26 June	Hinkley (SSG)	Hill House, Otterhampton	10am	MH
Tues 30 June	Quantock Cluster Meeting	Over Stowey VH	6.45pm	CS, ?JR, other Cllrs welcome

**4658 Date of Next Meeting**

The next meeting would be held on Monday 13 July at 7pm at the Village Hall.

**4659 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 exempt information as defined in the Public Bodies (Admission to Meetings Act 1960) as extended by Section 100 of the LGA 1972.

**4660**     **Staff matters**

The Clerk reported that Mrs Webber had given notice. Her last day would be Tuesday 23 June. It was **agreed** to advertise the position, initially locally and through social media.

The meeting closed at 8.30 pm.

## Monthly Budget Report to 15 May 2015

Account Code	Account	Original Budget	April 2015	May 2015	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	Balance Remaining
310	General Reserve**	20,604.24		338.91	338.91	0.00	0.00	0.00	338.91	20,265.33
<b>Total all other Reserves (unchanged since 1 Apr)</b>		32,597.59			0.00	0.00	0.00	0.00	0.00	32,597.59
<b>Reserves Total</b>		<b>53,201.83</b>	0.00	338.91	338.91	0.00	0.00	0.00	338.91	52,862.92

Account Code	Account	Original Budget	April 2015	May 2015	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Budget
<b>Income</b>										
1003	Council Tax Grant	-4,953.00	-2,476.50		-2,476.50	0.00	0.00	0.00	-2,476.50	50.00%
1004	Bank Interest	-20.00			0.00	0.00	0.00	0.00	0.00	0.00%
1006	Cemetery Income	-2,100.00			0.00	0.00	0.00	0.00	0.00	0.00%
1012	Printing & Copying receipts	-1,000.00	-68.75	-13.76	-82.51	0.00	0.00	0.00	-82.51	8.25%
1013	May Fair 2015 Income	0.00	-222.00	-729.56	-951.56	0.00	0.00	0.00	-951.56	**
1011	Precept	-46,996.00	-23,498.00		-23,498.00	0.00	0.00	0.00	-23,498.00	
<b>Subtotal Income For Year</b>		<b>-55,069.00</b>	<b>-26,265.25</b>	<b>-743.32</b>	<b>-27,008.57</b>	0.00	0.00	0.00	<b>-27,008.57</b>	49.04%

**Expenditure****Expenditure Parish Office**

4102	Parish Council Office Rent	2,100.00	17.07		17.07	0.00	0.00	0.00	17.07	0.81%
4104	Stationery	190.00		6.98	6.98	0.00	0.00	0.00	6.98	3.67%
4105	Telephone & Internet	330.00	26.80	0.00	26.80	0.00	0.00	0.00	26.80	8.12%
4106	Website + IT costs	410.00	93.62	23.62	117.24	0.00	0.00	0.00	117.24	28.60%
4108	Printing	1,200.00		114.46	114.46	0.00	0.00	0.00	114.46	9.54%
<b>TOTAL Expenditure Parish Office</b>		<b>4,425.00</b>	<b>137.49</b>	<b>145.06</b>	<b>282.55</b>	0.00	0.00	0.00	<b>282.55</b>	6.39%

**Staff Costs**

4201	Salaries	24,300.00	1,744.40		1,744.40	0.00	0.00	0.00	1,744.40	7.18%
4204	Staff travel and subsistence costs	0.00	21.60		21.60	0.00	0.00	0.00	21.60	**
<b>TOTAL Staff Costs</b>		<b>24,707.00</b>	<b>1,766.00</b>	<b>0.00</b>	<b>1,766.00</b>	0.00	0.00	0.00	<b>1,766.00</b>	7.15%

## Monthly Budget Report to 15 May 2015

Account Code	Account	Original Budget	April 2015	May 2015	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Budget
<b>Administration &amp; Finance</b>										
4302	Bank charges	25.00	1.50	0.75	2.25	0.00	0.00	0.00	2.25	9.00%
4304	Councillors' Expenses	340.00		51.15	51.15	0.00	0.00	0.00	51.15	15.04%
4307	Insurance	1,250.00	1,053.38		1,053.38	0.00	0.00	0.00	1,053.38	84.27%
4310	Village Hall Hire	360.00		22.50	22.50	0.00	0.00	0.00	22.50	6.25%
4312	Quantock Cluster expenditure	0.00	28.31		28.31	0.00	0.00	0.00	28.31	**
<b>TOTAL Administration &amp; Finance</b>		<b>4,710.00</b>	<b>1,083.19</b>	<b>74.40</b>	<b>1,157.59</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,157.59</b>	
<b>Cemetery</b>										
4402	Cemetery Rates	140.00	69.20	70.00	139.20	0.00	0.00	0.00	139.20	99.43%
<b>TOTAL Cemetery</b>		<b>3,135.00</b>	<b>69.20</b>	<b>70.00</b>	<b>139.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>139.20</b>	
<b>CANS</b>										
4513	May Fair 2015 expenditure	0.00		1,816.49	1,816.49	0.00	0.00	0.00	1,816.49	n/a
<b>TOTAL CANS</b>		<b>60.00</b>	<b>0.00</b>	<b>1,816.49</b>	<b>1,816.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,816.49</b>	
<b>Village Maintenance</b>										
4603	Clock Tower Electricity	480.00	7.00	78.23	85.23	0.00	0.00	0.00	85.23	17.76%
4609	Dog Bins	1,165.00	677.32		677.32	0.00	0.00	0.00	677.32	58.14%
<b>TOTAL Village Maintenance</b>		<b>4,909.50</b>	<b>684.32</b>	<b>78.23</b>	<b>762.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>762.55</b>	15.53%
<b>Castle Street Toilets</b>										
4702	Castle St Toilets Electricity	770.00		50.00	50.00	0.00	0.00	0.00	50.00	6.49%
4703	Castle St Car Park/Toilets Rates	580.00	588.00		588.00	0.00	0.00	0.00	588.00	101.38%
<b>TOTAL Castle Street Toilets</b>		<b>5,160.00</b>	<b>588.00</b>	<b>50.00</b>	<b>638.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>638.00</b>	12.36%
<b>VAT Account</b>										
515	VAT Paid	0.00	148.96	31.17	180.13		0.00	0.00	180.13	
<b>Total Expenditure A/cs For Year</b>		<b>59,570.19</b>	<b>4,477.16</b>	<b>2,265.35</b>	<b>6,742.51</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,742.51</b>	11.32%
<b>Income</b>		<b>-55,069.00</b>	<b>26,265.25</b>	<b>743.32</b>	<b>27,008.57</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>27,008.57</b>	49.04%
<b>Balance expenditure-income</b>		<b>4,501.19</b>	<b>-21,788.09</b>	<b>1,522.03</b>	<b>-20,266.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-20,266.06</b>	