

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 14 SEPTEMBER 2015 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors John Roberts (Chairman)
 Malcolm Hogg
 Patricia Pardoe
 Colin Penny
 Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)
 District Cllr Julie Pay
 Mary Roberts representing CANS
 Three members of the public

Public Session

There were no issues raised.

The Chairman announced that the new Rector, Rev Chloë Kingdon had been taken to hospital on the weekend. The Parish Council sent their best wishes for her recovery.

He advised that there would be a Closed Session at the end of the meeting.

4676 Apologies

Apologies were received from Cllr Margaret Hogg (family illness). The absence was **approved**. Apologies were also received from District Cllr Caswell and from County Cllr Edney who were away.

4677 Declarations of Interest

Cllr Rich declared an interest in the Playing Field.

The Chairman reported that Cllr Jeanes was unable to continue as Playing Field representative owing to work commitments and asked to be relieved of the position. It was **agreed** that Cllr Penny would become representative. It was **agreed** that Cllr Malcolm Hogg would lead on the Neighbourhood Plan to be started in the Autumn.

4678 District Council Liaison

Cllr Pay reported that August was quiet. There would be a meeting of the Audit and Governance meeting to approve Sedgemoor's Accounts. She asked if the Council was aware of the review of the Core Strategy. Some "tidying up" of boundaries was involved for Nether Stowey, Comwich and Spaxton. Cllr Caswell would report further. The Clerk confirmed that she had been asked to provide dates of future Parish Council meetings but no further information had been given.

The Chairman said the Parish Council had written to Mr Liddell Grainger MP concerning the "Right to Buy" in July. He had also sent an e-mail in connection with Cricketer Farm. No reply or acknowledgment had been received.

The Chairman asked if Cllr Pay was able to respond on the question of verge maintenance, which he had raised in June. Cllr Pay said that Cllr Caswell had said he would look into it and she would ask him to contact the Clerk.

4679 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 13 July were approved as a true record and signed by the Chairman. Cllr Penny asked that it be noted, with reference to minute 4665, that he supported a grant being made but objected to the payment being released at that time.

4680 Committee Minutes

The Minutes of the Planning Committee meetings on 1 July and 7 August (copies of which are appended to these minutes) were **noted**. The Clerk apologised that she had not had time to finish and circulate the draft minutes for the Planning Committee meeting held on 4 September.

4681 Parish Office Staff

The Chairman introduced Mrs Melanie Catchpole who had been appointed as Assistant Clerk and had joined the office on 7 September. Councillors welcomed her to the team.

4682 Grants

The application by Stowey Bears Preschool was **approved** (proposed Cllr Jeanes, seconded Cllr Rich, all in favour) to a maximum amount of £348. It was agreed to cover the resulting overspend on the Grants budget from the budget balance unallocated.

4683 Cricketer Farm

Councillors expressed their regret at the announcement of the closure of the cheese-processing business at Cricketer Farm and their sympathy for those residents who would be affected. It was hoped that the Somerset Larder venture would offset the difficulties. The Chairman had been in regular contact with Mr Parsons. At present the company was going through the statutory consultation. He had offered the Parish Council's support. He proposed that the Parish Council would offer whatever support to staff that they could. Cllr Rich seconded the proposal, all in favour.

4684 Financial Matters

The Clerk presented the Budget Report to 11 September, a copy of which is appended to these minutes. She explained to the Council that the accounts software required a change to the way expenditure from the General Reserve was recorded these items were shown separately. The report was **noted**.

4685 Expenditure

Expenditure incurred since the Parish Council meeting of 8 June:

Date	Payee Name	Cheque	Amount	Transaction Details
17 Jul	GWB Services Ltd	103569	789.00	Village maintenance June 2015
20 Jul	Getmapping plc	103570	33.60	Parish Online mapping 2015/16
20 Jul	NS Village Hall	103571	22.50	Room hire PC mtg 8 Jun 15
20 Jul	Payroll	103572-74	1,211.77	Office payroll July 2015
22 Jul	Clarity Copiers	103575	170.63	Printing meter charges
31 Jul	Grant Thornton UK LLP	103576	360.00	Ext Audit 2015 Annual Return
1 Aug	E Martin Computer Svs	DDR	28.34	Website maint contract Aug 15
3 Aug	EDF Energy	DDR	19.00	Public Toilets s/o Aug 2015
3 Aug	EDF Energy	DDR	8.00	Clock tower s/o Aug 2015
3 Aug	NS Recreation Ground	103577	4,000.00	Grant for Play Area
3 Aug	Talk Talk	DDR	17.66	Telephone Bill July/August 2015
4 Aug	NS Village Hall	103578	22.50	Hall Hire 13 th July 2015
4 Aug	EDF Energy	103579	77.00	Clock Tower UMS (1 May-31 Jul 15)
6 Aug	Staples	P-0011	22.25	Office stationery
6 Aug	Post Office	P-0011	.75	Transaction charge on above
7 Aug	Chanin and Thomas	103580	500.00	Parish office rent July-Sept 2015
13 Aug	Blachere Illumination	103581	503.40	Ropelights for clock tower
27 Aug	Payroll	103582-84	1,217.76	Office Payroll August 2015
27 Aug	KDR Electrical	103585	1,444.78	Works to Clock Tower/ Toilets
28 Aug	Southwest One	103586	48.00	Advert for Assistant Clerk
2 Sept	Talk Talk	DDR	16.91	Telephone Bill Aug/Sept 2015
	Total		£ 10,513.85	

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

4686 Bank Reconciliation

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

4687 Highways

A resident of Lime Street had asked that the next meeting's agenda include an item concerning pedestrian safety in Lime Street. This followed the near-accident of a child in Apr (minute 4619 refers). It was **agreed** that representatives of the police and Highways be invited to attend, to hear the complaints and provide technical advice.

Mill Lane/Lime Street Safety Project: The Clerk had been in contact with the Project Officer at Highways. He had said that the design was progressing and that the consultation notice was planned for next month. The Clerk had also discussed the concerns for the rest of Lime Street (as above), which she had previously raised in May. He undertook to nominate an appropriate colleague to advise the meeting.

Cllr Hogg asked that the Clerk contact Highways about the traffic lights at the Riders and Chilton Trinity junctions in Bridgwater. He would also raise it at the Transport Forum meeting.

The Clerk advised that there would be roadworks at the new Sandford Hill roundabout lasting four weeks.

A pothole in Jacksons Lane had been reported.

4688 Reports

Chairman: The Chairman, Cllr Rich and the Clerk had met with Inspector Pritchard, Avon & Somerset Police, to raise a number concerns in the Parish. Insp Pritchard had explained their new organisation which meant the beat area now covered an enormous area, and officers were thinly spread. There were also communications problem, with no access to absent colleagues' e-mail and voicemail, and no "out-of-office" system. He apologised for the way the incidents on the Cross and Lime Street had been handled, and would apologise to those concerned. He would meet Cllr Rich to discuss the problems at the Playing Field. The Chairman said that he feels the situation was dissatisfying but the limitations had to be accepted. He also said that he would raise the issue of local policing at the next Cluster meeting, with a view to getting someone from the Commissioner's Office if other Parishes agreed.

The Chairman had been invited to the new Rector's installation. Cllr Pardoe had also attended . It had been a nice event. He had hoped to talk about closer collaboration with the Church but sadly this had been overtaken by Rev Kingdon's illness.

Village Hall: Cllr Pardoe reported that the committee had purchased new china. The "open day for the Village Hall/Playing Field" task force had been provisionally set for 7 November. The new speakers for the cinema were excellent.

FONSL: Cllr Pardoe said that they would be taking forward the idea to host a "Get up to Speed" event. They are also preparing a flyer to promote use of the library. They thanked the Parish Council for the contribution to the information panel.

Playing Field: Planning for "Party in the Park 2016" had started. A revised Risk Assessment had been circulated.

SSG: Cllr Malcolm Hogg would attend the next Transport Forum meeting on 17 September. The next Community Forum meeting would be on 15 October.

Clerk: The Clerk had been notified that planning application 36/15/00001 at Butchers Lane was being appealed. There would need to be a Planning Committee meeting before the next Parish

Council meeting to consider this and a new application which had been received. It was agreed to have the meeting on Monday 28 September at the Village Hall at 7pm.

She was hoping to arrange a meeting to discuss the Coleridge Way and village panels in the next week or so.

4689 Correspondence

- a) Sedgemoor District Council – advising the reduction and eventual abolition of the (Parish) Council Tax Support Grant. The grant would reduce each year for the next 3 years and there would be no grant in 2019/20. It was hoped that with such advance notice Parish Councils would have sufficient time to manage their budgets.
- b) Letters from the Prime Minister's and Housing Minister's offices in response to the Parish Council's letter to Mr Liddell Grainger MP which had been copied to them. Both were non-committal, and are appended to these minutes.

4690 Forthcoming meetings and events and next meeting

Thurs 17 Sept	Transport Forum	Puriton VH	6pm	MH
Mon 28 Sept	Planning Committee	Nether Stowey VH	7pm	All Councillors
Thurs 15 Oct	Community Forum	TBC	6pm	MH
Thurs 15 Oct	Community Council AGM	Edington VH	9.30	??
Tues 27 Oct	Quantock Cluster Meeting	Stockland Bristol Club	6.45pm	JR, other Cllrs welcome

Next Meeting

Mon 12 Oct	Parish Council Meeting	NS Village Hall	7 pm	All Councillors
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4691 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.

4692 Cemetery

The Clerk presented a report about the Cemetery. The families concerned had asked for the matter to be kept confidential. The Parish Council **agreed**. It was noted that this would affect only the families involved.

The meeting closed at 8.50 pm.

Minute no: 4689



Department for
Communities and
Local Government

Mr W J Roberts
Chairman
Nether Stowey Parish Council
2A Castle Street
Nether Stowey
Somerset TA5 1LN

Brandon Lewis MP
Minister of State for Housing and Planning

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Our Ref: 1253270

10 AUG 2015


Dear Mr W J Roberts,

Thank you for copying me in to your letter of 15 July to Ian Liddell-Grainger MP in which you note your views on our pledge to extend the Right to Buy to the tenants of housing associations, in particular in relation to homes in rural areas.

Supporting home ownership is one of our key priorities which is why the Queen's Speech included a Housing Bill that will extend Right to Buy level discounts to housing association tenants. We will publish the details of the Bill in due course, and will introduce the Bill later this Parliamentary session.

Council tenants have long had the opportunity to become home owners and we think it only right and fair to give housing association tenants an equal opportunity to achieve their dream of home ownership.

It is helpful to have the information and views you have provided as we develop the detailed provisions of the legislation.


PP BRANDON LEWIS MP

SIGNED ON BEHALF
OF MINISTER IN
HIS/HER
ABSENCE



10 DOWNING STREET
LONDON SW1A 2AA
www.gov.uk/Number10

From The Direct Communications Unit

22 July 2015

Mr John Robert
Nether Stowey Parish Council
2A Castle Street
Nether Stowey
Somerset
TA5 1LN

Dear Mr Robert

I am writing on behalf of the Prime Minister to thank you for the copy of your letter of 15 July addressed to the Rt Hon Ian Liddell-Grainger MP.

Mr Cameron appreciates you taking the time and trouble to share your concerns.

Yours sincerely

Correspondence Officer

Monthly Budget Report to 11 September 2015

Account Code	Account	Opening Budget	First quarter	July 2015	Aug 2015	Sept 2015	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
310	General Reserve**	20,604.24	0.00				0.00	0.00	0.00	0.00	0.00%
321	Elections Reserve	1,232.00	100.00				0.00	0.00	0.00	100.00	8.12%
Total all other Reserves (unchanged since 1 Apr)		31,365.59						0.00	0.00	0.00	0.00%
Reserves Total		53,201.83	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	

Account Code	Account	Budget 2015/16	First quarter	July 2015	Aug 2015	Sept 2015	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
Income											
1002	Allotment Rental	0.00	0.00				0.00	0.00	0.00	0.00	see payments
1003	Council Tax Grant	-4,953.00	-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		-664.00		-664.00	0.00	0.00	-664.00	31.62%
1009	Miscellaneous Grants	0.00	0.00	-18,957.00			-18,957.00	0.00	0.00	-18,957.00	**
1011	Precept	-46,996.00	-23,498.00				0.00	0.00	0.00	-23,498.00	50.00%
1012	Printing & Copying receipts	-1,000.00	-420.16	-8.22	-53.13		-61.35	0.00	0.00	-481.51	48.15%
1013	May Fair 2015 Income	0.00	-1,145.56				0.00	0.00	0.00	-1,145.56	**
1016	Village Trail Booklet Income	0.00	-10.00				0.00	0.00	0.00	-10.00	see payments
1017	War memorial Project	0.00	-60.00				0.00	0.00	0.00	-60.00	**
115	VAT Refunds	0.00	0.00	-1,799.48			-1,799.48	0.00	0.00	-1,799.48	**
Subtotal Income For Year		- 55,069.00	-27,610.22	-20,764.70	-717.13	0.00	-21,481.83	0.00	0.00	-49,092.05	89.15%

Expenditure

Expenditure Parish Office

4102	Parish Council Office Rent	2,100.00	517.07		500.00		500.00	0.00	0.00	1,017.07	48.43%
4103	Postage	130.00	0.00				0.00	0.00	0.00	0.00	0.00%
4104	Stationery	190.00	6.98		22.25		22.25	0.00	0.00	29.23	15.38%
4105	Telephone & Internet	330.00	41.29	14.17	14.72	16.19	45.08	0.00	0.00	86.37	26.17%
4106	Website + IT costs	410.00	140.86	162.62	23.62	23.62	209.86	0.00	0.00	350.72	85.54%
4107	Books and publications	65.00	0.00				0.00	0.00	0.00	0.00	0.00%
4108	Printing	1,200.00	114.46	142.19			142.19	0.00	0.00	256.65	21.39%
TOTAL Expenditure Parish Office		4,425.00	820.66	318.98	560.59	39.81	919.38	0.00	0.00	1,740.04	39.32%

Monthly Budget Report to 11 September 2015

Account Code	Account	Budget 2015/16	First quarter	July 2015	Aug 2015	Sept 2015	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
Staff Costs											
4201	Salaries	24,300.00	5,319.03	1,211.77	1,211.76		2,423.53	0.00	0.00	7,742.56	31.86%
4202	Recruitment	0.00	0.00			40.00	40.00	0.00	0.00	40.00	**
4204	Staff travel and subsistence costs	0.00	57.77				0.00	0.00	0.00	57.77	**
4205	Staff Training	407.00	0.00				0.00	0.00	0.00	0.00	0.00%
	TOTAL Staff Costs	24,707.00	5,376.8	1,211.77	1,211.76	40.00	2,463.53	0.00	0.00	7,840.33	31.73%
Administration & Finance											
4301	Audit Fees	600.00	295.00	300.00			300.00	0.00	0.00	595.00	99.17%
4302	Bank charges	25.00	5.25		0.75		0.75	0.00	0.00	6.00	24.00%
4303	Chairman's Honorarium	250.00	250.00				0.00	0.00	0.00	250.00	100.00%
4304	Councillors' Expenses	340.00	270.14				0.00	0.00	0.00	270.14	79.45%
4306	Elections	300.00	100.00				0.00	0.00	0.00	100.00	33.33%
4307	Insurance	1,250.00	1,053.38				0.00	0.00	0.00	1,053.38	84.27%
4309	Subscriptions	925.00	338.91				0.00	0.00	0.00	338.91	36.64%
4310	Village Hall Hire	360.00	67.50	22.50	22.50		45.00	0.00	0.00	112.50	31.25%
4312	Quantock Cluster expenditure	0.00	84.93				0.00	0.00	0.00	84.93	**
	TOTAL Administration & Finance	4,710.00	2,465.11	322.50	23.25	0.00	345.75	0.00	0.00	2,810.86	
Cemetery											
4402	Cemetery Rates	140.00	139.20				0.00	0.00	0.00	139.20	99.43%
4403	Maintenance	2,995.00	558.00	465.00			465.00	0.00	0.00	1,023.00	34.16%
	TOTAL Cemetery	3,135.00	697.20	465.00	0.00	0.00	465.00	0.00	0.00	1,162.20	
Community Services											
4508	Parish Plan	0.00	0.00	31.40			31.40	0.00	0.00	31.40	**
	TOTAL Community Services	250.00	0.00	31.40	0.00	0.00	31.40	0.00	0.00	31.40	
CANS											
4503	CANS	60.00	2,469.75				0.00	0.00	0.00	2,469.75	see reserve
4513	May Fair 2015 expenditure	0.00	2,216.18	320.00			320.00	0.00	0.00	2,536.18	see reserve
	TOTAL CANS	60.00	4,685.93	320.00	0.00	0.00	320.00	0.00	0.00	5,005.93	

Monthly Budget Report to 11 September 2015

Account Code	Account	Budget 2015/16	First quarter	July 2015	Aug 2015	Sept 2015	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
Village Maintenance											
4601	A39 Verge	509.50	170.50	77.50			77.50	0.00	0.00	248.00	48.68%
4602	Clock Tower Maintenance	300.00	0.00		849.50		849.50	0.00	0.00	849.50	283.17%
4603	Clock Tower Electricity	480.00	91.21	8.00	81.33	8.00	97.33	0.00	0.00	188.54	39.28%
4604	General Maintenance	420.00	93.00	31.00			31.00	0.00	0.00	124.00	29.52%
4605	Old Gaol + The Cross	235.00	46.50				0.00	0.00	0.00	46.50	19.79%
4606	Palmers Path	600.00	46.50	15.50			15.50	0.00	0.00	62.00	10.33%
4609	Dog Bins	1,165.00	677.32				0.00	0.00	0.00	677.32	58.14%
	TOTAL Village Maintenance	4,909.50	1,125.03	132.00	930.83	8.00	1,070.83	0.00	0.00	2,195.86	44.73%
Castle Street Toilets											
4701	Castle St Toilets Cleaning	2,460.00	424.39	200.00			200.00	0.00	0.00	624.39	25.38%
4702	Castle St Toilets Electricity	770.00	100.00	46.54	19.00	19.00	84.54	0.00	0.00	184.54	23.97%
4703	Castle St Car Park/Toilets Rates	580.00	588.00				0.00	0.00	0.00	588.00	101.38%
4704	Castle St Toilets Repairs/Maint	200.00	0.00		773.98		773.98	0.00	0.00	773.98	386.99%
4705	Castle St Toilets Water/Sewerage	950.00	223.37				0.00	0.00	0.00	223.37	23.51%
	TOTAL Castle Street Toilets	5,160.00	1,335.76	246.54	792.98	19.00	1,058.52	0.00	0.00	2,394.28	46.40%
Grants											
4801	Miscellaneous Grants	485.00	266.40				0.00	0.00	0.00	266.40	54.93%
4801	<i>Grant to CANS for notice board from Reserve</i>	0.00	500.00				0.00	0.00	0.00	500.00	n/a
4803	Playing Field	1,800.00	0.00				0.00	0.00	0.00	0.00	0.00%
4803	<i>Playing Field from Reserve/RLT funds received</i>	0.00	0.00	18,957.00	4,000.00		22,957.00	0.00	0.00	22,957.00	n/a
4804	Transport	0.00	0.00				0.00	0.00	0.00	0.00	**
4805	Village Hall Maint Grant	1,884.69	1,537.43				0.00	0.00	0.00	1,537.43	81.57%
	TOTAL Grants	£4,169.69	2,303.83	18,957.00	4,000.00	0.00	22,957.00	0.00	0.00	25,260.83	605.82%
Capital Expenditure											
	TOTAL Capital Expenditure	5,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
VAT Account											
515	VAT Paid	0.00	1,111.78	3,918.66	336.03	12.72	4,267.41	0.00	0.00	5,379.19	

Monthly Budget Report to 11 September 2015

Account Code	Account	Budget 2015/16	First quarter	July 2015	Aug 2015	Sept 2015	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
Unallocated Balance of Budget		1,144.00									
Total Expenditure A/cs For Year		59,570.19	19,922.10	25,923.85	7,855.44	119.53	33,898.82	0.00	0.00	53,820.92	90.35%
Income		-55,069.00	27,610.22	20,764.70	717.13	0.00	21,481.83	0.00	0.00	49,092.05	89.15%
Balance expenditure-income		4,501.19	-7,688.12	5,159.15	7,138.31	119.53	12,416.99	0.00	0.00	4,728.87	