

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 9 NOVEMBER 2015 AT 7.00pm**  
**IN THE VILLAGE HALL**

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

In Attendance: Caro Slaymaker (Parish Clerk)  
    County Cllr John Edney  
    District Cllr Julie Pay  
    Three members of the public

**Public Session**

No issues were raised.

**4710 Apologies**

Apologies were received from District Cllr Caswell.

**4711 Declarations of Interest**

Cllrs Penny and Rich declared interests in the Playing Field.

**4712 Minutes of Previous Meeting**

The Minutes of the Parish Council meeting held on 12 October were approved as a true record and signed by the Chairman.

**4713 District Council Liaison**

Cllr Edney reported that Government cuts would affect the County Council. They were currently looking at the budget to see where more cuts can be made. He was pleased to announce that he had secured a grant for a sensory garden at the Health Centre.

Cllr Pay reminded that the Local Enforcement Policy consultation would close shortly. EDF were funding assistance to first time buyers – she would provide details.

**4714 Lime Street/Mill Lane Safety Project**

The Clerk briefed Councillors on the exchange with the Project Officer, who had proposed a meeting early December. It was **agreed** that Cllrs Roberts, Jeanes and Rich would attend, suggested. Date Monday 7 December. The Clerk would relay this to the Project Officer.

**4715 Planning Enforcement Policy**

Councillors had no comments on the proposed policy which seemed to be satisfactory.

**4716 Financial Matters**

The Clerk presented the Budget Report to 6 November, a copy of which is appended to these minutes. The report was **noted**.

**4717 Expenditure**

Expenditure incurred since the Parish Council meeting of 12 October:

Date	Payee Name	Cheque	Amount	Transaction Details
14 Oct	Information Commissioner	103594	35.00	Data protection registration renewal
19 Oct	Post Office	P-013	54.75	Stamps for May Fair 2016

21 Oct	Staff	103595-7	1,917.49	Payroll Nov 2015
23 Oct	Vistaprint	P-014	25.93	Business Cards
23 Oct	Somerset County Council	003598	165.00	Bus shelter – highway obstruction applicn
27 Oct	BH Whites	P-015	25.75	Flowers for Cemetery
28 Oct	E Martin Computer Svs	DDR	28.34	Office Web site and Maintenance
2 Nov	GWB Services Ltd	103599	1345.50	Village Maintenance July/Aug
2 Nov	Various	Cash	4.00	Card, Loo Rolls, Kitchen roll
2 Nov	EDF Energy	DDR	19.00	Castle Street Toilets
2 Nov	EDF Energy	DDR	8.00	Clock Tower
3 Nov	NS Village Hall	103600	22.50	Hire of Village Hall for 12 Oct 2015
3 Nov	Mrs Slaymaker	103601	200.00	Replenishment of pre-paid debit card
4 Nov	Talk Talk	DDR	15.17	Office Telephone Service
1 Dec	EMartin Computer Svs	DDR	28.34	Office Web site and Maintenance (entered early in error)
	<b>Total</b>		<b>£ 3,894.77</b>	

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

#### **4718 Bank Reconciliation**

The bank reconciliation and accounts check had not been carried out as the bank statement had not arrived in time. Cllr Jeanes would carry out the checks later in the month. The Clerk had carried out an interim reconciliation as part of the end of month procedures and all was in order.

#### **4719 Highways**

Cllr Hogg asked that the Clerk contact the resident of Poole Close whose hedge is encroaching on the footpath to Audley Close. The cycle barrier had recently been removed and a left part of the footing which was dangerous. The Clerk would report this to Sedgemoor who presumably removed the barriers.

#### **4720 Reports**

Chairman: The Chairman reported that he had now met residents and had written to Falcon Housing. Falcon had said they would send a member of their maintenance staff to look into it, but he had not yet heard of any further progress

The Chairman recorded the Parish Council's thanks to Roy Osborne, Rebekah West and the Quantock Countryside Volunteers who had done a brilliant job of clearing up at the Millennium Wood on Thursday.

Village Hall: Cllr Pardoe had attended the Task Force meeting on Saturday about proposals for a joint community building. The vast majority had been in favour.

Playing Field: Cllr Penny had attended his first meeting as Representative. Much of the meeting had been about floodlight repairs.

Hinkley Point: Cllr Hogg reported that the Group had been advised that A station continued to slow down. B Station was due for an outage and inspection at the beginning of 2016 with a view to extending the station's operation beyond 2023. There had also been a Community Forum meeting. At that time the site remained in a state of "care and maintenance", though this was before the recent announcement.

Neighbourhood Plan: the Clerk had started work on the grant application

**4721 Correspondence**

There was no correspondence other than routine bills and May Fair applications.

**4722 Forthcoming meetings and events and next meeting**

10 Dec	Transport Forum	Puriton VH	6.30 pm	?
18 Dec	<b>Deadline for local Plan Review</b>			
To be arranged	Meeting with Highways re Lime Street/Mill Lane Road Improvements	County Hall, Taunton	TBC	JR, MH, CS –

**4723 Next Parish Council Meeting****Next Meeting**

Mon 7 Dec	Finance & Audit Committee	NS Village Hall	7 pm	F&A Committee
Mon 14 Dec	Parish Council Meeting	NS Village Hall	7 pm	All Councillors

The meeting closed at 8.50 pm.

**Nether Stowey Parish Council**  
**Monthly Budget Report at 6 November 2015**

Account Code	Account	Total Opening Budget 2015/16	Viring	Revised Budget 2015/16	First quarter	Second quarter	Oct 2015	Nov 2015	Dec 2015	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
310	General Reserve**	20,604.24	0.00	20,604.24	0.00	0.00				0.00	0.00	0.00	0.00%
321	Elections Reserve	1,232.00	0.00	1,232.00	100.00	0.00				0.00	0.00	100.00	8.12%
324	Parish Plan Reserve	1,021.19	0.00	1,021.19	0.00	0.00				0.00	0.00	0.00	0.00%
326	May Fair from prev year	2,268.34	0.00	2,268.34	0.00	0.00	1,390.62			1,390.62	0.00	1,390.62	61.31%
<b>Reserves Total</b>		<b>53,201.83</b>	<b>0.00</b>	<b>53,201.83</b>	<b>100.00</b>	<b>0.00</b>	1,390.62	0.00	0.00	1,390.62	0.00	1,490.62	51,711.21
<b>Total other Reserves</b>		<b>28,076.06</b>		<b>28,076.06</b>									
<b>Income</b>													
1003	Council Tax Grant	- 4,953.00	-	4,953.00	- 2,476.50	- 2,476.50				0.00	0.00	- 4,953.00	100.00%
1006	Cemetery Income	- 2,100.00	0.00	- 2,100.00	0.00	- 797.00	- 83.00			- 83.00	0.00	- 880.00	41.90%
1009	Miscellaneous Grants	0.00	0.00	0.00	0.00	- 18,957.00				0.00	0.00	- 18,957.00	**
1012	Printing & Copying receipts	- 1,000.00	0.00	- 1,000.00	- 420.16	- 66.97	- 53.13			- 53.13	0.00	- 540.26	54.03%
1013	May Fair 2015 Income	0.00	0.00	0.00	- 1,145.56	0.00	1,145.56			1,145.56	0.00	0.00	**
1014	May Fair 2016 Income	0.00	0.00	0.00	0.00	0.00	- 240.00			- 240.00	0.00	- 240.00	**
1016	Village Trail Booklet Income	0.00	0.00	0.00	- 10.00	0.00				0.00	0.00	- 10.00	see payments
1017	War Memorial Project	0.00	0.00	0.00	- 60.00	0.00				0.00	0.00	- 60.00	see payments
115	VAT Refunds	0.00	0.00	0.00	0.00	- 1,799.48				0.00	0.00	- 1,799.48	**
<b>Subtotal Income For Year</b>		<b>- 8,073.00</b>	<b>0.00</b>	<b>- 8,073.00</b>	<b>- 4,112.22</b>	<b>- 24,096.95</b>	<b>769.43</b>	<b>0.00</b>	<b>0.00</b>	<b>769.43</b>	<b>0.00</b>	<b>- 27,439.74</b>	339.90%
1011	Precept	- 46,996.00	0.00	- 46,996.00	- 23,498.00	- 23,498.00				0.00	0.00	- 46,996.00	
<b>Subtotal Income For Year</b>		<b>- 55,069.00</b>	<b>0.00</b>	<b>- 55,069.00</b>	<b>- 27,610.22</b>	<b>- 47,594.95</b>	<b>769.43</b>	<b>0.00</b>	<b>0.00</b>	<b>769.43</b>	<b>0.00</b>	<b>- 74,435.74</b>	135.17%

**Nether Stowey Parish Council**  
**Monthly Budget Report at 6 November 2015**

Account Code	Account	Total Opening Budget 2015/16	Viring	Revised Budget 2015/16	First quarter	Second quarter	Oct 2015	Nov 2015	Dec 2015	Third quarter	Fourth quarter	Total spent to date	% Spent of Revised Budget
<b>Expenditure</b>													
<b>Expenditure Parish Office</b>													
4101	Office Equipment	0.00	0.00	0.00	0.00	0.00				0.00	0.00	0.00	**
4102	Parish Council Office Rent	2,100.00	0.00	2,100.00	517.07	502.49		2.31		2.31	0.00	1,021.87	48.66%
4103	Postage	130.00	0.00	130.00	0.00	0.00				0.00	0.00	0.00	0.00%
4104	Stationery	190.00	0.00	190.00	6.98	18.54	20.98	1.69		22.67	0.00	48.19	25.36%
4105	Telephone & Internet	330.00	0.00	330.00	41.29	42.98	15.40	11.64		27.04	0.00	111.31	33.73%
4106	Website + IT costs	410.00	0.00	410.00	140.86	209.86	23.62	47.24		70.86	0.00	421.58	102.82%
4107	Books and publications	65.00	0.00	65.00	0.00	0.00				0.00	0.00	0.00	0.00%
4108	Printing	1,200.00	0.00	1,200.00	114.46	142.19	16.00			16.00	0.00	272.65	22.72%
	<b>TOTAL Expenditure Parish Office</b>	<b>4,425.00</b>	<b>0.00</b>	<b>4,425.00</b>	<b>820.66</b>	<b>916.06</b>	<b>76.00</b>	<b>62.88</b>	<b>0.00</b>	<b>138.88</b>	<b>0.00</b>	<b>1,875.60</b>	<b>42.39%</b>
<b>Staff Costs</b>													
4201	Salaries	24,300.00	0.00	24,300.00	5,319.03	4,362.18	1,854.58			1,854.58	0.00	11,535.79	47.47%
4202	Recruitment	0.00	0.00	0.00	0.00	40.00				0.00	0.00	40.00	**
4204	Staff travel and subsistence costs	0.00	0.00	0.00	57.77	0.00	62.91			62.91	0.00	120.68	**
4205	Staff Training	407.00	0.00	407.00	0.00	0.00				0.00	0.00	0.00	0.00%
	<b>TOTAL Staff Costs</b>	<b>24,707.00</b>	<b>0.00</b>	<b>24,707.00</b>	<b>5,376.80</b>	<b>4,402.18</b>	<b>1,917.49</b>	<b>0.00</b>	<b>0.00</b>	<b>1,917.49</b>	<b>0.00</b>	<b>11,696.47</b>	<b>47.34%</b>
<b>Administration &amp; Finance</b>													
4301	Audit Fees	600.00	0.00	600.00	295.00	300.00				0.00	0.00	595.00	99.17%
4302	Bank charges	25.00	0.00	25.00	5.25	0.75	1.50			1.50	0.00	7.50	30.00%
4303	Chairman's Honorarium	250.00	0.00	250.00	250.00	0.00				0.00	0.00	250.00	100.00%
4304	Councillors' Expenses	340.00	0.00	340.00	270.14	0.00				0.00	0.00	270.14	79.45%
4305	Councillors' Training	620.00	0.00	620.00	0.00	0.00				0.00	0.00	0.00	0.00%
4306	Elections	300.00	0.00	300.00	100.00	0.00				0.00	0.00	100.00	33.33%
4307	Insurance	1,250.00	0.00	1,250.00	1,053.38	0.00				0.00	0.00	1,053.38	84.27%
4308	Statutory Fees	35.00	0.00	35.00	0.00	0.00	35.00			35.00	0.00	35.00	100.00%
4309	Subscriptions	925.00	0.00	925.00	338.91	0.00				0.00	0.00	338.91	36.64%
4310	Village Hall Hire	360.00	0.00	360.00	67.50	45.00	22.50	22.50		45.00	0.00	157.50	43.75%
4311	Wayleaves	5.00	0.00	5.00	0.00	0.00				0.00	0.00	0.00	0.00%
4312	Quantock Cluster expenditure	0.00	0.00	0.00	84.93	0.00				0.00	0.00	84.93	**
	<b>TOTAL Administration &amp; Finance</b>	<b>4,710.00</b>	<b>0.00</b>	<b>4,710.00</b>	<b>2,465.11</b>	<b>345.75</b>	<b>59.00</b>	<b>22.50</b>	<b>0.00</b>	<b>81.50</b>	<b>0.00</b>	<b>2,892.36</b>	

**Nether Stowey Parish Council  
Monthly Budget Report at 6 November 2015**

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<b>Cemetery</b>													
4402	Cemetery Rates	140.00	0.00	140.00	139.20	0.00				0.00	0.00	139.20	99.43%
4403	Maintenance	2,995.00	0.00	2,995.00	558.00	465.00	25.00	573.50		598.50	0.00	1,621.50	54.14%
	<b>TOTAL Cemetery</b>	<b>3,135.00</b>	<b>0.00</b>	<b>3,135.00</b>	<b>697.20</b>	<b>465.00</b>	<b>25.00</b>	<b>573.50</b>	<b>0.00</b>	<b>598.50</b>	<b>0.00</b>	<b>1,760.70</b>	
<b>Community Services</b>													
4507	Parish Council Newsletter	250.00	0.00	250.00	0.00	0.00				0.00	0.00	0.00	0.00%
4508	Parish Plan	0.00	0.00	0.00	0.00	31.40				0.00	0.00	31.40	see EMR 324
	<b>TOTAL Community Services</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>31.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31.40</b>	
<b>CANS</b>													
4503	CANS	60.00	0.00	60.00	2,469.75	0.00				0.00	0.00	2,469.75	see reserve
4505	May Fair 2016 expenditure	0.00	0.00	0.00	0.00	0.00	54.75	60.00		114.75	0.00	114.75	see income
4513	May Fair 2015 expenditure	0.00	0.00	0.00	2,216.18	320.00	- 2,536.18			- 2,536.18	0.00	0.00	see reserve
4511	War Memorial Project expenditure	0.00	0.00	0.00	0.00	0.00				0.00	0.00	0.00	see reserve
	<b>TOTAL CANS</b>	<b>60.00</b>	<b>0.00</b>	<b>60.00</b>	<b>4,685.93</b>	<b>320.00</b>	<b>- 2,481.43</b>	<b>60.00</b>	<b>0.00</b>	<b>- 2,421.43</b>	<b>0.00</b>	<b>2,584.50</b>	
<b>Village Maintenance</b>													
4601	A39 Verge	509.50	0.00	509.50	170.50	77.50		108.50		108.50	0.00	356.50	69.97%
4602	Clock Tower Maintenance	300.00	0.00	300.00	0.00	849.50				0.00	0.00	849.50	283.17%
4603	Clock Tower Electricity	480.00	0.00	480.00	91.21	96.13	8.00	8.00		16.00	0.00	203.34	42.36%
4604	General Maintenance	420.00	0.00	420.00	93.00	31.00		62.00		62.00	0.00	186.00	44.29%
4605	Old Gaol + The Cross	235.00	0.00	235.00	46.50	0.00				0.00	0.00	46.50	19.79%
4606	Palmers Path	600.00	0.00	600.00	46.50	15.50		77.50		77.50	0.00	139.50	23.25%
4609	Dog Bins	1,165.00	0.00	1,165.00	677.32	348.40				0.00	0.00	1,025.72	88.04%
4612	Plot 173	200.00	0.00	200.00	0.00	0.00				0.00	0.00	0.00	0.00%
4613	Mill Lane/Lime Street maint	0.00	0.00	0.00	0.00	0.00		46.50		46.50	0.00	46.50	**
4615	Mill Lane/Lime Street safety proj	1,000.00	0.00	1,000.00	0.00	0.00				0.00	0.00	0.00	0.00%
	<b>TOTAL Village Maintenance</b>	<b>4,909.50</b>	<b>0.00</b>	<b>4,909.50</b>	<b>1,125.03</b>	<b>1,418.03</b>	<b>8.00</b>	<b>302.50</b>	<b>0.00</b>	<b>310.50</b>	<b>0.00</b>	<b>2,853.56</b>	<b>58.12%</b>

**Nether Stowey Parish Council**  
**Monthly Budget Report at 6 November 2015**

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<b>Castle Street Toilets</b>													
4701	Castle St Toilets Cleaning	2,460.00	0.00	2,460.00	424.39	200.00		400.00		400.00	0.00	1,024.39	41.64%
4702	Castle St Toilets Electricity	770.00	0.00	770.00	100.00	82.64	19.00	19.00		38.00	0.00	220.64	28.65%
4703	Castle St Car Park/Toilets Rates	580.00	0.00	580.00	588.00	0.00				0.00	0.00	588.00	101.38%
4704	Castle St Toilets Repairs/Maint	200.00	0.00	200.00	0.00	773.98				0.00	0.00	773.98	386.99%
4705	Castle St Toilets Water/Sewerage	950.00	0.00	950.00	223.37	0.00				0.00	0.00	223.37	23.51%
4706	Castle St Car Park maint	200.00	0.00	200.00	0.00	0.00		77.50		77.50	0.00	77.50	38.75%
<b>TOTAL Castle Street Toilets</b>		<b>5,160.00</b>	<b>0.00</b>	<b>5,160.00</b>	<b>1,335.76</b>	<b>1,056.62</b>	<b>19.00</b>	<b>496.50</b>	<b>0.00</b>	<b>515.50</b>	<b>0.00</b>	<b>2,907.88</b>	<b>56.35%</b>
<b>Grants</b>													
4801	Miscellaneous Grants	485.00	39.00	524.00	266.40	0.00				0.00	0.00	523.90	99.98%
4801	Misc Grants from Prev Years' budget				NB £500 in May for CANS notice board approved in prev FY and held in Reserve owing to delay							500.00	n/a
4803	Playing Field	1,800.00	0.00	1,800.00	0.00	0.00				0.00	0.00	0.00	0.00%
4803	Playing Field from Reserve/RLT funds received				0.00	22,957.00				0.00	0.00	22,957.00	n/a
4805	Village Hall Maint Grant	1,884.69	0.00	1,884.69	1,537.43	0.00				0.00	0.00	1,537.43	81.57%
<b>TOTAL Grants</b>		<b>4,169.69</b>	<b>39.00</b>	<b>4,208.69</b>	<b>2,303.83</b>	<b>23,214.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,518.33</b>	<b>606.32%</b>
<b>Transfers to Reserves</b>													
<b>TOTAL Transfers to Reserves</b>		<b>1,400.00</b>	<b>0.00</b>	<b>1,400.00</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>0.00%</b>
<b>Capital Expenditure</b>													
4902	Notice board	1,500.00	0.00	1,500.00	0.00	0.00				0.00	0.00	0.00	0.00%
4903	Bus shelter	4,000.00	0.00	4,000.00	0.00	0.00		165.00		165.00	0.00	165.00	4.13%
<b>TOTAL Capital Expenditure</b>		<b>5,500.00</b>	<b>0.00</b>	<b>5,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>165.00</b>	<b>0.00</b>	<b>165.00</b>	<b>0.00</b>	<b>165.00</b>	<b>3.00%</b>
<b>VAT Account</b>													
515	VAT Paid	0.00	0.00	0.00	1,111.78	4,380.72	19.92	7.25		27.17	0.00	5,519.67	
<b>Unallocated Balance of Budget</b>		<b>1,144.00 - 39.00</b>		<b>1,105.00</b>									
Increased allocation to Misc Grants 4801 £39													
<b>Total Expenditure A/cs For Year</b>		<b>59,570.19</b>	<b>0.00</b>	<b>58,465.19</b>	<b>19,922.10</b>	<b>36,550.26</b>	<b>- 357.02</b>	<b>1,690.13</b>	<b>0.00</b>	<b>1,333.11</b>	<b>0.00</b>	<b>57,805.47</b>	<b>98.87%</b>
<b>Income</b>		<b>- 55,069.00</b>	<b>0.00</b>	<b>- 55,069.00</b>	<b>27,610.22</b>	<b>47,594.95</b>	<b>- 769.43</b>	<b>0.00</b>	<b>0.00</b>	<b>- 769.43</b>	<b>0.00</b>	<b>74,435.74</b>	<b>135.17%</b>
<b>Balance expenditure-income</b>		<b>4,501.19</b>	<b>0.00</b>	<b>3,396.19</b>	<b>- 7,688.12</b>	<b>- 11,044.69</b>	<b>412.41</b>	<b>1,690.13</b>	<b>0.00</b>	<b>2,102.54</b>	<b>0.00</b>	<b>- 16,630.27</b>	