

**MINUTES OF NETHER STOWEY ANNUAL PARISH COUNCIL MEETING**  
**HELD ON MONDAY 13 JUNE 2016 AT 7.00pm**  
**IN THE VILLAGE HALL**

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

In Attendance: Caro Slaymaker (Parish Clerk)  
Cllr Michael Caswell, SDC  
Cllr Julie Pay, SDC  
Two members of the public

**Public Session**

No issues were raised

**4825 Apologies**

Apologies were received from Cllr Roberts (working away), Cllr Reid (away on family business), Cllr Rich (holiday). The absences were **approved**. Cllr Edney had also sent apologies.

**4826 Declarations of Interest**

Cllr Jeanes declared a pecuniary interest in item 5 (Planning application, Inwood farm). Cllr Penny declared an interest in the Playing Field.

**4827 Minutes of Previous Meeting**

The Minutes of the Parish Council meeting held on 9 May were approved as a true record and signed by the Chairman.

**4828 County and District Council Liaison**

Cllr Pay (SDC) had attended the last Quantocks Cluster meeting. It had been well attended. There would be a test of the Hinkley Emergency routes on 15 June.

Cllr Caswell said that the review of the Core Strategy continued. Nether Stowey's consultation response was being taken into consideration.

The Chairman raised the issues of the buses. Although he understood it was a County responsibility, in the absence of Cllr Edney, he asked of SDC had any idea what was happening. The Parish Council were getting a lot of complaints, there had been nothing from SCC and it was extremely difficult to find any reliable information. Cllr Caswell said that the collapse of Webberbus had been a shock to SDC, and they had had no warning. He knew SCC were negotiating with other companies, but he would write to the County Council on our behalf.

*Cllr Jeanes withdrew from the meeting*

**4829 Planning Application**

(i) Application Ref: 36/16/00021

Address: Inwood Farm, Nether Stowey

Proposal: Change of use, conversion and extension of barn 9, to holiday let and accommodation for use in connection with existing Wedding business (amended scheme)

**Response agreed: No objection**

*Cllr Jeanes rejoined the meeting*

**4830 Lime Street/Mill Lane Safety Project**

The Council considered the revised scheme. It was agreed that the raised borders were preferred to painted lines, which would require regular maintenance which experience suggested would be neglected. The Chairman said that the design incorporated what had been discussed when he and Cllr Roberts had met the team before Christmas and expressed his appreciation of this, It was agreed to hold a meeting for Lime Street residents to see the plans, provisionally scheduled for 28 June.

*NB - the Council was subsequently advised by the design team that they were required to consult residents on the finalised plans.*

**4831 Budget Report**

The Clerk presented the Budget Report to 10 June, a copy of which is appended to these minutes. The report was **noted**.

**4832 Expenditure**

Expenditure incurred since the Parish Council meeting of 9 May:

Date	Payee Name	Cheque	Amount	Transaction Details
6 May	EDF Energy	103689	75.53	Electricity, Clock Tower (unmetred)
6 May	NS Village Hall	103690	22.50	Hire of Club room 11 April
6 May	SALC	103691	372.18	Affiliation Fees
10 May	Sedgemoor DC	DDR	70.00	Cemetery Rates
10 May	Talk Talk	DDR	32.70	Office Telephone and Broadband
10 May	GPR Traders	103692	400.00	Hire of Market Stalls for May Fair 16
10 May	Mr John Roberts	103693	12.30	Stationery etc May Fair 16
10 May	Mrs C F Slaymaker	103694	140.00	For Cash for Angel Art (May Fair 16)
16 May	Viking Direct	103695	197.66	A3 Paper for Stationery & NHP
16 May	K Sparks	103696	110.67	Village Maintenance
16 May	Chanin & Thomas	103697	750.00	Quarterly Rent for Office
20 May	Wessex Water	103698	179.83	Public Toilet water charge
24 May	May Payroll	103699-703	2,386.62	May Payroll
24 May	Cancelled Cheque	103702	0.00	
31 May	Zurich Municipal	103704	1,093.65	Parish Council insurance
1 June	E Martin Computer Svs	DDR	28.34	Website Maintenance Contract
1 June	EDF Energy	DDR	16.00	Castle St Toilets Electricity
1 June	EDF Energy	DDR	8.00	Clock Tower metered electricity
6 June	Susan Sherry	103705	295.00	Internal Audit of accounts
6 June	NS Village Hall	103706	67.50	Hire of Club Room 16, 23, 25 May
7 June	KDR Electrical Services	103707	688.92	Flood lights for Clock Tower
8 June	AT Goddard (ATG Planning)	103708	43.90	NHP meeting 16 May 2016
10 June	Talk Talk	DDR	32.82	Office Telephone & Broadband
		<b>Total</b>	<b>£7,024.12</b>	

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

**4833 Bank Reconciliation**

Cllr (Malcolm) Hogg had not been able to carry out a bank reconciliation due to the printer problem and would do so later in the week.

**4834 Audit and Annual Return**

The Internal Audit report was **noted**.

A copy of the Annual Accounts Report and the Annual Return had been circulated. The Accounts were now available for public scrutiny until 15 July and the reports would shortly be posted on the website. The Annual Governance Statement and Annual Accounting statements were agreed and the Chairman was **authorised** to sign the Annual Return.

**4835 Highways**

The bus shelter had been installed. Thanks had been received from Mrs Dane.

The Clerk had received no response from Highways about the footpath barrier between Audley Close and Poole Close.

**4835 Reports**

Clerk – The new phone/broadband contract had started on Friday night, and everything was working fine except the network connection to the printer.

Village Hall (Cllr Pardoe) – The Quantock Players had won a trophy for their production. A drinks evening with the Playing Field Committee was planned. Peter Greig was working with the Project Delivery team. There was a problem with merging the two organisations' constitutions. The Community Council was also advising, and John Graham was putting together a professional business case. It was likely that some kind of limited company would be created to remove Trustees' present financial liability.

Active Living (Cllr Margaret Hogg) – There was a good turnout for the last meeting and a speaker who talked about sheep farming.

Quantocks Cluster (QC) (Cllr Pardoe) – Sue Mountstevens, Avon & Somerset Police and Crime Commissioner had attended. She had mostly spoken about rural policing and funding issues. The future of Clusters was discussed. The meeting was unanimous in rejecting the proposed merger with other Parishes (which would include the more urban Bridgwater and North Petherton ) as they had little in common with the parishes in the existing group. QC issues were predominantly rural ones. It was acknowledged that the QC was an active Cluster.

Playing Field (Cllr Penny) – He understood that Party in the Park had been successful.

**4836 Forthcoming meetings and events**

17-18 Jun	Cricketer Consultation	Church Centre	Fri pm/Sat am	public
Fri 24 Jun	Hinkley SSG meeting	Canalside, Bwtr	10 am	MH/JR?

**Neighbourhood Planning**

Mon 27 Jun	Neighbourhood Planning Group	NS Village Hall	7pm	
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**4837 Next Parish Council Meeting****Next Meeting**

Mon 11 July	Parish Council Meeting	NS Village Hall	7 pm	All
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The meeting closed at 7.50 pm

## Budget Report to 10 June 2016

Account	Balance at 31 Mar 16	Opening Budget 2016/17	April 2016	May 2016	June 2016	First quarter	Total spent to date	
<b>Income</b>								
1003 Council Tax Grant	4,953.00	4,228.00	2,114.00			2,114.00	2,114.00	50.00%
1006 Cemetery Income	2,372.00	1,400.00	30.00			30.00	30.00	2.14%
1012 Printing & Copying receipts	1,133.68	800.00	104.13	8.65	58.73	171.51	171.51	21.44%
1014 May Fair 2016 Income	1,266.00	0.00	168.00	517.27	27.00	712.27	712.27	**
1011 Precept	46,996.00	46,477.00	23,238.50			23,238.50	23,238.50	50.00%
<b>Subtotal Income For Year</b>	<b>84,494.15</b>	<b>52,925.00</b>	<b>25,654.63</b>	<b>525.92</b>	<b>85.73</b>	<b>26,266.28</b>	<b>26,266.28</b>	49.50%
<b>Expenditure</b>								
<b>Parish Office</b>								
4102 Parish Office Rent	2,143.22	2,100.00		750.00		750.00	750.00	35.71%
4104 Stationery	208.72	190.00		88.22		88.22	88.22	46.43%
4105 Telephone & Internet	162.85	500.00	33.18	32.70	32.82	98.70	98.70	19.74%
4106 Website + IT costs	559.10	705.00	83.61	23.62	23.62	130.85	130.85	18.56%
<b>TOTAL Parish Office</b>	<b>5,628.01</b>	<b>4,615.00</b>	<b>116.79</b>	<b>894.54</b>	<b>56.44</b>	<b>1,067.77</b>	<b>1,067.77</b>	23.14%
<b>Staff Costs</b>								
4201 Salaries	21,507.76	26,625.00	2,047.41	2,386.62		4,434.03	4,434.03	16.65%
4205 Staff Training	130.00	677.00	145.00			145.00	145.00	21.42%
<b>TOTAL Staff Costs</b>	<b>21,911.54</b>	<b>27,707.00</b>	<b>2,192.41</b>	<b>2,386.62</b>	<b>0.00</b>	<b>4,579.03</b>	<b>4,579.03</b>	16.53%
<b>Administration &amp; Finance</b>								
4301 Audit Fees	595.00	600.00			295.00	295.00	295.00	49.17%
4302 Bank charges	15.75	20.00	2.25			2.25	2.25	11.25%
4307 Insurance	1,053.38	1,200.00		1,093.65		1,093.65	1,093.65	91.14%
4309 Subscriptions	487.91	500.00	10.00	372.18		382.18	382.18	76.43%
4310 Village Hall Hire	270.00	400.00	22.50	22.50	45.00	90.00	90.00	22.50%
<b>TOTAL Admin &amp; Finance</b>	<b>3,152.18</b>	<b>3,874.86</b>	<b>34.75</b>	<b>1,488.33</b>	<b>340.00</b>	<b>1,863.08</b>	<b>1,863.08</b>	48.08%
<b>Cemetery</b>								
4402 Cemetery Rates	139.20	140.00	70.36	70.00		140.36	140.36	100.26%
<b>TOTAL Cemetery</b>	<b>2,772.08</b>	<b>3,823.00</b>	<b>70.36</b>	<b>70.00</b>	<b>0.00</b>	<b>140.36</b>	<b>140.36</b>	3.67%

## Budget Report to 10 June 2016

Account	Balance at 31 Mar 16	Opening Budget 2016/17	April 2016	May 2016	June 2016	First quarter	Total spent to date	
<b>Community Services</b>								
4508 Neighbourhood Plan	458.51	2,000.00	157.15	107.30	43.90	308.35	308.35	see EMR 324
<b>TOTAL Community Services</b>	<b>742.44</b>	<b>2,200.00</b>	<b>157.15</b>	<b>107.30</b>	<b>43.90</b>	<b>308.35</b>	<b>308.35</b>	14.02%
<b>CANS</b>								
4505 May Fair 2016 expenditure	194.53	0.00	1,219.65	634.00		1,853.65	1,853.65	see income
<b>TOTAL CANS</b>	<b>5,200.46</b>	<b>0.00</b>	<b>1,219.65</b>	<b>634.00</b>	<b>0.00</b>	<b>1,853.65</b>	<b>1,853.65</b>	**
<b>Village Maintenance</b>								
4601 A39 Verge	604.50	768.00				0.00	0.00	0.00%
4602 Clock Tower Maintenance	1,423.60	300.00	8.00	79.93	8.00	95.93	95.93	31.98%
4603 Clock Tower Electricity	380.60	420.00				0.00	0.00	0.00%
4604 General Maintenance	46.50	763.00		3.42		3.42	3.42	0.45%
4605 Old Gaol + The Cross	155.50	575.00	208.00	32.50		240.50	240.50	41.83%
4606 Palmers Path	310.75	600.00		32.50		32.50	32.50	5.42%
4609 Dog Bins	1,711.34	1,500.00	348.40			348.40	348.40	23.23%
<b>TOTAL Village Maintenance</b>	<b>5,467.34</b>	<b>5,782.00</b>	<b>564.40</b>	<b>148.35</b>	<b>8.00</b>	<b>720.75</b>	<b>720.75</b>	12.47%
<b>Castle Street Toilets</b>								
4701 Castle St Toilets Cleaning	2,424.39	2,500.00				0.00	0.00	0.00%
4702 Castle St Toilets Electricity	287.04	400.00	16.00	16.00	16.00	48.00	48.00	12.00%
4703 Castle St Car Park Rates	588.00	600.00	592.90			592.90	592.90	98.82%
4705 Castle St Toilets Water/sewerage	434.70	500.00		179.83		179.83	179.83	35.97%
4706 Castle St Car Park maint	1,203.00	450.00		42.25		42.25	42.25	9.39%
<b>TOTAL Castle Street Toilets</b>	<b>5,726.61</b>	<b>4,650.00</b>	<b>608.90</b>	<b>238.08</b>	<b>16.00</b>	<b>862.98</b>	<b>862.98</b>	18.56%
<b>TOTAL Grants</b>	<b>26,542.33</b>	<b>6,123.26</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00%
<b>TOTAL Capital Expenditure</b>	<b>175.00</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>	0.00%
<b>VAT Account</b>								
515 VAT Paid	6,335.38	0.00	154.26	41.26	119.54	315.06	315.06	**
<b>Total Expenditure A/cs For Year</b>	<b>84,409.22</b>	<b>58,775.12</b>	<b>5,118.67</b>	<b>6,008.48</b>	<b>1,048.22</b>	<b>7,559.39</b>	<b>12,175.37</b>	12.86%
<b>Income</b>	<b>84,494.15</b>	<b>52,925.00</b>	<b>25,654.63</b>	<b>525.92</b>	<b>85.73</b>	<b>26,155.55</b>	<b>26,266.28</b>	49.42%
<b>Balance expenditure-income</b>	<b>-84.93</b>	<b>0.00</b>	<b>-20,281.14</b>	<b>1,684.98</b>	<b>962.49</b>	<b>-14,090.91</b>	<b>-14,090.91</b>	