

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 11 JULY 2016 AT 7.00pm
IN THE VILLAGE HALL

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

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

Public Session

Mr Greig had provided a written report and gave the Parish Council a summary of the investigation into the legal status of the Playing Field and the options for the joint project. It was hoped that a new organisation would be in place in September with a clear mandate – until this was sorted out fund-raising could not start. They would also put in place regular reporting to the Parish Council.

The Chairman thanked Mr Greig. He said that the Parish Council – and the village – would welcome some clear communication, which would help end the inaccurate village gossip.

4838 Apologies

Apologies were received from Cllr Roberts (working away), Cllr Reid (away on family business), Cllr Jeanes (holiday). The Parish Council expressed their congratulations to Cllr Jeanes on his recent marriage. The absences were **approved**. Cllrs Pay and Edney had also sent apologies.

4839 Declarations of Interest

Cllr Penny and Cllr Rich declared personal interests in the Playing Field.

4840 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 13 June were approved as a true record and signed by the Chairman.

4841 County and District Council Liaison

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

Cllr Caswell had recently had a meeting with British Telecom about local broadband. they were awaiting the outcome of a tender which will give 97.5% coverage in the next 10 years.

He had spoken to Somerset County Council about the local bus service in the wake of the collapse of Webberbus. SCC are still negotiating a contract for an operator to take over the routes and further information would be available at a later date.

The Chairman advised that the Clerk had received notification of a Housing Needs Survey for Nether Stowey at 5.30pm that afternoon. Everyone was rather surprised as there had been no notification or consultation since a year ago. Cllr Caswell had received the same e-mail and was similarly surprised.

4842 Grant Application for a Grant – Stowey Shuttle

The application by Stowey Shuttle for £200 for set-up costs was **approved** (proposed Cllr Margaret Hogg, seconded Cllr Ferriday, all in favour).

4843 Planning Applications

(i) Application Ref: 36/16/00016 (revised plans)

Address: Gullifords Garage, St Mary Street, Nether Stowey

Proposal: Change of use and conversion of garage/workshop and first floor store to two flats at ground floor garage/office and two first floor flats to 4 flats

Revised response agreed: *The Parish Council objects to this proposal on the grounds of inadequate parking provision and pedestrian safety. St Mary Street is already a congested road, and pedestrians are forced to walk on the carriageway in places.**The objection could be mitigated by the provision of a continuation of a formal pedestrian pavement to join to the existing pavement which ends at the boundary with Stowey Cottages. This would improve pedestrian safety while providing access to the planned parking spaces in the courtyard and in front of the smaller building.**The Parish Council maintains their request for the suggested conditions b), c) and d) given in the Council's response to the original application (attached), concerning the provision of bollards, the fuel tanks and lines, and the culvert.*

(ii) Application Ref: 36/16/00018

Address: Merrywood, Lime Street, Nether Stowey

Proposal: Erection of summer house and retention of 1.2m fence and decking.

Revised response agreed: *No objection***4844 Budget Report**The Clerk presented the Budget Report to 8 July, a copy of which is appended to these minutes. The report was **noted**.**4845 Expenditure**

Expenditure incurred since the Parish Council meeting of 13 June:

Date	Payee Name	Cheque	Amount	Transaction Details
10 Jun	Talk Talk	DDR	32.82	Office Telephone and Broadband
10 Jun	D M Penny	103709	75.00	Catering for Annual Parish Meeting
		103710	—	Cancelled cheque
21 Jun	Yandles	103711	209.77	Timber for Benches
21 Jun	Shelters4less	103712	1,560.00	Bus Shelter
21 Jun	C J Lynch & Sons	103713	2,190.00	Ground Works for new bus shelter
23 Jun	June Payroll	103714-17	2,214.46	June Payroll
4 Jul	Rialtas Business Solutions Ltd	103718	135.60	Accounts Software Maintenance contract
4 Jul	E Martin Computer Services	103719	118.80	Labour to remove Virus from Computer
4 Jul	Mr W J Roberts	103720	113.00	Van rental for office furniture
5 Jul	NS Village Hall	103721	45.00	Hall Hire for Meetings 27/28 June 16
5 Jul	EDF Energy	DDR	16.00	Public Toilet Electricity
5 Jul	EDF Energy	DDR	8.00	Clock Tower metered Electricity
6 Jul	K Sparks	103722	159.04	Village Maintenance Various
6 Jul	E Martin Computer Svs	DDR	28.34	Website Maintenance contract
		Total	£6,905.83	

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

4846 Reserves Report

The updated Reserves report was **noted**.

4847 Bank Reconciliation

Cllr Margaret Hogg had carried out a bank reconciliation and accounts check and was satisfied that all was in order. Cllr Malcolm Hogg had also satisfactorily carried out the delayed June reconciliation.

4848 Highways

A hedge was obstructing the pavement on Mount Road. The Clerk was instructed to write to the householder to cut it back.

Lime Street/Mill Lane: the Council's preferences had been confirmed with the project team. There was one amendment as the option preferred at the junction had had to be discounted because of costs, and agreed additions.

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

4849 Reports

Playing Field (Cllr Penny) – Adrian Fuller had resigned as Chairman of the Playing Field Committee. The next meeting was on 20 July.

Village Hall (Cllr Pardoe) – Ian Miller had replaced Ray Brooks as Chairman of the Village Hall Committee.

FONSL (Cllr Pardoe) – the Lego Club had had its inaugural session and proved very popular. The last speakers evening had been very successful. FONSL would be buying more books for the library and had decided to spend more on speakers.

Active Living (Cllr Margaret Hogg) – The last meeting had included performances from Nether Stowey School, but turnout had been disappointing for what is usually a popular event.

Neighbourhood Plan (NP) (Cllr Malcolm Hogg) – questionnaires were coming back and focus groups had now started work.

4850 Correspondence

As previously discussed, the Clerk had received notification that a Housing Needs Survey would be carried out by Sedgemoor. Councillors were reminded of the need to confirm if they wished to attend the various training options circulated on 30 June.

4851 Forthcoming meetings and events

Neighbourhood Planning

Mon 25 Jul	Neighbourhood Planning Group	NS Village Hall	7pm
------------	------------------------------	-----------------	-----

4852 Next Parish Council Meeting

Next Meeting

Mon 12 Sept	Parish Council Meeting	NS Village Hall	7 pm	All
-------------	------------------------	-----------------	------	-----

The meeting closed at 8.10 pm

Budget Report to 8 July 2016

Income Account Code	Account	Balance at 31 Mar 16	Budget 2016/17	April 2016	May 2016	June 2016	First quarter	July 2016	Total spent to date	
Income										
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	133.00	163.00	11.64%
1012	Printing & Copying receipts	-1,133.68	800.00	104.13	8.65	67.03	179.81	10.00	189.81	23.73%
1014	May Fair 2016 Income	-1,266.00	0.00	168.00	517.27	127.00	812.27		812.27	**
1016	Village Trail Booklet Income	-10.00	0.00				0.00		0.00	see payments
1999	Misc Receipts	0.00	0.00				0.00		0.00	**
115	VAT Refunds	-7,295.44	0.00	-69.68			-69.68		-69.68	**
1011	Precept	-46,996.00	46,477.00	23,238.50			23,238.50		23,238.50	50.00%
Subtotal Income for Year		-84,494.15	52,925.00	25,584.95	525.92	194.03	26,304.90	143.00	26,447.90	49.97%
Expenditure										
Expenditure Parish Office										
4102	Parish Council Office Rent	2,143.22	2,100.00		750.00		750.00	94.17	844.17	40.20%
4103	Postage	79.88	130.00				0.00		0.00	0.00%
4104	Stationery	208.72	190.00		88.22		88.22		88.22	46.43%
4105	Telephone & Internet	162.85	350.00	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	212.00	342.85	48.63%
TOTAL Expenditure Parish Office		5,628.01	4,465.00	116.79	894.54	56.44	1,067.77	306.17	1,373.94	29.77%
Staff Costs										
4201	Salaries	21,507.76	24,001.00	2,047.41	2,386.62	2,214.46	6,648.49		6,648.49	24.97%
4204	Staff travel and misc expenses	233.78	170.00				0.00		0.00	0.00%
4205	Staff Training	130.00	400.00	145.00			145.00		145.00	21.42%
TOTAL Staff Costs		21,911.54	24,571.00	2,192.41	2,386.62	2,214.46	6,793.49	0.00	6,793.49	24.52%
Administration & Finance										
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%
4304	Councillors' Expenses	270.14	250.00			75.00	75.00		75.00	23.45%
4305	Councillors' Training	75.00	0.00				0.00		0.00	0.00%

Budget Report to 8 July 2016

Account Code	Account	Balance at 31 Mar 16	Budget 2016/17	April 2016	May 2016	June 2016	First quarter	July 2016	Total spent to date	
Administration & Finance continued										
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	372.16		382.16		382.16	76.43%
4310	Village Hall Hire	270.00	400.00	22.50	22.50	45.00	90.00	22.50	112.50	28.13%
	TOTAL Administration & Finance	3,152.18	3,260.00	34.75	1,488.31	415.00	1,938.06	22.50	1,960.56	50.60%
Cemetery										
4402	Cemetery Rates	139.20	140.00	70.36	70.00		140.36		140.36	100.26%
	TOTAL Cemetery	2,772.08	3,460.00	70.36	70.00	0.00	140.36	0.00	140.36	3.67%
Community Services										
4508	Neighbourhood Plan	458.51	2,000.00	157.15	84.80	66.40	308.35	22.50	330.85	see EMR 324
	TOTAL Community Services	742.44	2,200.00	157.15	84.80	66.40	308.35	22.50	330.85	15.04%
CANS										
4505	May Fair 2016 expenditure	194.53	0.00	1,219.65	634.00		1,853.65		1,853.65	see income
	TOTAL CANS	2,664.28	0.00	1,219.65	634.00	0.00	1,853.65	0.00	1,853.65	**
Village Maintenance										
4603	Clock Tower Electricity	380.60	420.00	8.00	79.93	8.00	95.93	8.00	103.93	24.75%
4604	General Maintenance	46.50	500.00		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	Palmer's Path	310.75	600.00		32.50		32.50		32.50	5.42%
4607	Public Seating	0.00	0.00			174.81	174.81		174.81	**
4609	Dog Bins	1,711.34	1,500.00	348.40			348.40		348.40	23.23%
	TOTAL Village Maintenance	5,467.34	5,519.00	564.40	148.35	182.81	895.56	8.00	903.56	15.63%
Castle Street Toilets										
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	16.00	64.00	16.00%
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%
	TOTAL Castle Street Toilets	5,726.61	4,650.00	608.90	238.08	16.00	862.98	16.00	878.98	18.90%

Budget Report to 8 July 2016

Account Code	Account	Balance at 31 Mar 16	Budget 2016/17	April 2016	May 2016	June 2016	First quarter	July 2016	Total spent to date	
Grants										
	TOTAL Grants	26,542.33	4,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Transfers to Reserves										
	TOTAL Transfers to Reserves	755.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
Capital Expenditure										
4903	Bus shelter	175.00	0.00			3,125.00	3,125.00		3,125.00	**
	TOTAL Capital Expenditure	175.00	0.00	0.00	0.00	3,125.00	3,125.00	0.00	3,125.00	**
VAT Account										
515	VAT Paid	6,335.38	0.00	84.58	45.99	802.10	932.67	38.63	971.30	**
Total Expenditure A/cs For Year		81,873.04	52,925.00	5,048.99	5,990.69	6,878.21	17,917.89	413.80	18,331.69	31.19%
Income		84,494.15	52,925.00	25,584.95	525.92	194.03	26,304.90	-143.00	26,161.90	49.43%
Balance expenditure-income		-2,621.11	0.00	-20,535.96	5,464.77	6,684.18	-8,387.01	556.80	-7,830.21	