



The Chairman commented that the Parish Council would have preferred proper pavements to the virtual footpaths, but this had been ruled out on grounds of cost and that the road was too narrow.

Cllr Edney concluded that the County Council election would be held on 4 May. As he had previously said, he would not be standing, but he wanted to finish any outstanding matters where possible before he retired.

Cllr Pay reported that Sedgemoor's budget would also be approved later in February, and there would be an increase, but she could not yet say how much. The Licencing Committee had been very busy.

The Chairman said that Cllr Caswell would be given an opportunity to report when he arrived.

#### **4943 Local Plan Presentation**

Mr Reading gave a presentation explaining the review of the Local Plan. The public consultation period would end on 17 March – anyone could comment by then, either through the website or by letter. There would be a public consultation event at Nether Stowey Village Hall on 2 March and people could also leave comments there or at other events held in the district.

At the end of the presentation Mr Reading answered questions and there was some debate as to Nether Stowey's proposed status as a Tier 2 settlement, given the lack of public transport, lack of local employment and other infrastructural issues. Mr Reading said that these points, made by the Parish Council and others at the previous consultation in early 2016, had been considered, and was reflected in the low number (75) proposed for minimum growth compared to other T2 settlements (page 79 of the document).

The Clerk confirmed that a hard copy of the document was available to view in the Parish Office, and information about the review and consultation events had been posted on notice boards and the Parish Council's website.

The Chairman advised that the Parish Council would need to hold a meeting to agree a draft response to be approved at the Parish Council meeting on 13 March.

*Mr Redding left the meeting*

#### **4944 Election of Vice-Chairman**

As there were no volunteers, it was **agreed** that this would be left until the Annual Parish Council meeting in May, when all such positions were re-elected.

The Clerk confirmed that Sedgemoor had been notified and the official Notice of Vacancy had been posted. The deadline to request an election was 22 February, and if there was no such request, the Parish Council would be given authority to co-opt a new member.

*Cllr Caswell arrived at 8.46 and was invited to add his report.*

#### **4945 District Council Liaison (2)**

Cllr Caswell reported that – as we knew from the earlier presentation – the Local Plan Review was in full flow and he reiterated the importance of sending comments.

#### **4946 Appointment to Committees, Working Groups and Other Bodies**

The following appointments were **agreed**:

- Planning Committee, Chairman..... Cllr Jeanes
- SSG Representative..... Cllr Reid
- Neighbourhood Plan WG, Chairman..... Cllr Ferriday
- Village Hall representative..... Cllr Rich

**4947 Planning Application**

Application Ref: 36/17/00001

Address: Inwood Farm, Nether Stowey

Proposal: Temporary change of use of existing car park to be used as a 160-space park and ride facility for 24 months

*Cllr Jeanes withdrew from the meeting*

The Chairman summarised the application. It was felt that, although there would be some increase in local traffic this would recur anyway as Hinkley's staff would have to drive through Nether Stowey to other Park and Ride facilities, eg in Cannington. All agreed a "No objection" response to be sent.

*Cllr Jeanes rejoined the meeting*

**4948 Budget Report**

The Clerk presented the Budget Report to 10 February, a copy of which is appended to these minutes. The report was **noted**. The Clerk pointed out that it was close to the end of the financial year and that the Finance & Audit Committee should give consideration to the transfer or carrying forward of unspent budget provision. Cllr Penny, as Chairman of the F&A Committee, preferred not to have a Committee meeting, he would rather a written proposal be prepared.

**4949 Expenditure**

Expenditure incurred since the Parish Council meeting of 9 January:

<b>Date</b>	<b>Payee Name</b>	<b>Cheque</b>	<b>Amount</b>	<b>Transaction Details</b>
9 Jan	Mrs C F Slaymaker	103750	35.91	Expenses Stationery for office
9 Jan	NS Village Hall	103751	22.50	Club room Hire PC meeting 12 <sup>th</sup> Dec
9 Jan	ATG Planning	103752	50.00	Work for Neighbourhood Plan
16 Jan	GWB Services Ltd	103753	2,175.00	Painting of railings St Mary Street
16 Jan	GWB Services Ltd	103754	978.00	Village Maintenance Nov/Dec
25 Jan	January Staff Payroll	103755-58	2,261.46	January Payroll
31 Jan	BT Business	DDR	38.87	Telephone/Broadband Jan 17
26 Jan	Post Office	103759	33.00	2 <sup>nd</sup> class Stamps
30 Jan	Sedgemoor DC	103760	21.00	TEN Payment for May Fair 17
2 Feb	ATG Planning	103761	88.10	Meeting for NHP plus travel
6 Feb	Bridgwater College	103762	260.00	Fees for Staff tuition
6 Feb	NS Village Hall	103763	22.50	Hire of Club room 9 <sup>th</sup> Jan 17
7 Feb	Clarity Copiers	103764	121.58	Copy/printing charges
7 Feb	EDF Energy	DDR	12.00	Clock Tower Electricity metered
7 Feb	EDF Energy	DDR	17.00	Public toilets electricity
7 Feb	E Martin Computer Svs	DDR	28.34	Office Website/Maintenance contract
<b>TOTAL</b>			<b>£6,165.26</b>	

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

**4950 Bank Reconciliation**

Cllr Ferriday had carried out a bank reconciliation and accounts check on 9 February and was satisfied that all was in order.

**4951 Bank Accounts**

It was **agreed** to open an additional bank account at Santander with a debit card for petty expenditure, to replace the Clerk’s prepaid debit card. The existing guidelines for the operation of the prepaid card would be updated to reflect the new card.

It was **agreed** that Cllr Reid would be added as a bank signatory, to replace Cllr Malcolm Hogg.

**4952 Bus Service**

The Chairman had spoken about this at the beginning of the meeting. It was **agreed** to send letters to Cllrs Davies and Grandfield to express the Parish Council’s gratitude – the draft letter circulated was approved.

**4953 Highways**

There were no issues. The Hunt had not replied to the letter sent after the January meeting.

**4954 Reports**

Village Hall – Cllr Rich had attended the meeting on 7 Feb. There were a lot of events arranged, both public and private. The CIO document was approved. There would be a Spring Market on 1 April.

Neighbourhood Plan (NP) Cllr Ferriday – the next meeting would be on Monday 20 February.

Playing Field – Cllr Penny – all attention was focussed on the CIO document. He hoped to be able to attend the next meeting.

Walkers are Welcome – Cllr Reid would attend the next meeting.

**4955 Correspondence**

Santander Bank      Change of services available at the Post Office. It was unclear how this would affect the Parish Council’s arrangements.

**4956 Forthcoming meetings and events**

*To note, Cllr Reid is away from 27 March until 5 May*

**Outside meetings and events**

22 February	Sedgemoor Parishes meeting	Bridgwater House	7pm	All Councillors invited
27 March	Code of Conduct training	Bridgwater House	6.30pm	All Councillors invited
26 April	Hinkley SSG meeting	TBC		Cllr Reid
27 April	Hinkley Transport Forum	TBC		TBC

**Neighbourhood Planning**

20 February	Neighbourhood Planning	Parish Office	7pm	KF, MC, CS
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**4957 Next Parish Council Meeting**

Mon 13 March    Parish Council Meeting      NS Village Hall      7 pm      All Councillors

The meeting closed at 8.25 pm

**MINUTES OF A MEETING OF THE PLANNING COMMITTEE**  
**HELD ON MONDAY 30 JANUARY 2017 AT 11 AM**  
**AT NETHER STOWEY VILLAGE HALL**

**Present:** Parish Councillors: Malcolm Hogg (Chairman)  
Margaret Hogg  
Malcolm Reid  
John Roberts

In attendance: Caro Slaymaker (Clerk)

There was no Public Session as there were no members of the public present.

**P-0115 Apologies**

Apologies were received from Cllrs Ferriday, Jeanes, Pardoe, Penny and Rich. The absences were **approved**.

**P-0116 Declarations of Interest**

No declarations.

**P-0117 Minutes of Previous Meetings**

The minutes of the Planning Committee meetings held on 25 May were **approved** as a true record and signed by the Chairman.

**P-0118 Planning Applications**

- i) **Planning Ref:** 36/16/00029 Fire Brigade, Banneson Road, Nether Stowey  
**Proposal:** Erection of single storey extension to East elevation  
**Applicant:** Devon and Somerset Fire & Rescue Service

The following response was agreed by all present:

The Parish Council supports this application in the interests of the viable retention of this valuable service

**P-0119 Date and Time of Next Meeting**

To be advised

The meeting closed at 11.20 am

**Budget Report to 10 February 2017**

Code	Account	Budget 2016/17	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
<b>Income</b>											
1002	Allotment Rental	0.00	0.00	0.00	100.00				0.00	100.00	**
1003	Council Tax Grant	4,228.00	2,114.00	2,114.00	0.00				0.00	4,228.00	100.00%
1004	Bank Interest	20.00	0.00	0.00	0.00	188.74			188.74	188.74	943.70%
1006	Cemetery Income	1,400.00	30.00	606.00	207.00	615.00	85.00		700.00	1,543.00	110.21%
1012	Printing & Copying receipts	800.00	179.81	102.60	90.65	70.00	7.60		77.60	450.66	56.33%
1013	May Fair 2017 Income	0.00	0.00	0.00	434.00	142.00	20.00		162.00	596.00	**
1014	May Fair 2016 Income	0.00	812.27	313.50	0.00	13.50			13.50	1,139.27	**
1016	Village Trail Booklet Income	0.00	0.00	0.00	0.00				0.00	0.00	See payments
115	VAT Refunds	0.00	0.00	844.02	1,719.17				0.00	2,563.19	**
1011	Precept	46,477.00	23,238.50	23,238.50	0.00				0.00	46,477.00	100.00%
<b>Subtotal Income For Year</b>		<b>52,925.00</b>	<b>26,374.58</b>	<b>27,218.62</b>	<b>2,550.82</b>	<b>1,029.24</b>	<b>112.60</b>	<b>0.00</b>	<b>1,141.84</b>	<b>57,285.86</b>	108.24%
<b>Expenditure</b>											
<b>Parish Office</b>											
4101	Office Equipment	0.00	0.00	0.00	62.73				0.00	62.73	**
4102	Parish Council Office Rent	2,100.00	750.00	853.50	772.81				0.00	2,376.31	113.16%
4103	Postage	130.00	0.00	0.00	23.10	33.00			33.00	56.10	43.15%
4104	Stationery	190.00	88.22	72.05	4.16	35.91			35.91	200.34	105.44%
4105	Telephone & Internet	350.00	98.70	70.65	97.97	32.68	32.39		65.07	332.39	66.48%
4106	Website + IT costs	705.00	130.85	282.86	70.86	103.61	23.62		127.23	611.80	86.78%
4107	Books and publications	40.00	0.00	0.00	0.00				0.00	0.00	0.00%
4108	Printing costs	950.00	0.00	852.71	114.48		101.32		101.32	1,068.51	112.47%
4109	Office Move	0.00	0.00	77.94	0.00				0.00	77.94	**
<b>TOTAL Expenditure Parish Office</b>		<b>4,465.00</b>	<b>1,067.77</b>	<b>2,209.71</b>	<b>1,146.11</b>	<b>205.20</b>	<b>157.33</b>	<b>0.00</b>	<b>362.53</b>	<b>4,786.12</b>	103.71%
<b>Staff Costs</b>											
4201	Salaries	24,001.00	6,648.49	6,750.65	6,784.37	2,261.46			2,261.46	22,444.97	84.30%
4204	Staff travel costs	170.00	0.00	107.51	0.00	18.00			18.00	125.51	30.99%
4205	Staff Training	400.00	145.00	138.00	0.00		260.00		260.00	543.00	80.21%
<b>TOTAL Staff Costs</b>		<b>24,571.00</b>	<b>6,793.49</b>	<b>6,996.16</b>	<b>6,784.37</b>	<b>2,279.46</b>	<b>260.00</b>	<b>0.00</b>	<b>2,539.46</b>	<b>23,113.48</b>	83.42%

Nether Stowey Parish Council

Code	Account	Budget 2016/17	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
<b>Administration &amp; Finance</b>											
4301	Audit Fees	600.00	295.00	0.00	300.00				0.00	595.00	99.17%
4302	Bank charges	20.00	3.75	2.25	2.25				0.00	8.25	41.25%
4303	Chairman's Honorarium	250.00	0.00	250.00	0.00				0.00	250.00	100.00%
4304	Councillors' Expenses	250.00	75.00	17.15	0.00				0.00	92.15	28.81%
4305	Councillors' Training	0.00	0.00	0.00	0.00				0.00	0.00	0.00%
4307	Insurance	1,200.00	1,093.65	0.00	0.00				0.00	1,093.65	91.14%
4308	Statutory Fees	35.00	0.00	0.00	35.00				0.00	35.00	100.00%
4309	Subscriptions	500.00	382.16	28.00	157.00				0.00	567.16	113.43%
4310	Village Hall Hire	400.00	90.00	67.50	67.50	22.50	22.50		45.00	270.00	67.50%
	<b>TOTAL Administration &amp; Finance</b>	<b>3,260.00</b>	<b>1,939.56</b>	<b>364.90</b>	<b>561.75</b>	<b>22.50</b>	<b>22.50</b>	<b>0.00</b>	<b>45.00</b>	<b>2,911.21</b>	<b>75.13%</b>
<b>Cemetery</b>											
4402	Cemetery Rates	140.00	140.36	0.00	0.00				0.00	140.36	100.26%
4403	Maintenance	3,320.00	0.00	1,536.00	881.38	176.00			176.00	2,593.38	70.41%
	<b>TOTAL Cemetery</b>	<b>3,460.00</b>	<b>140.36</b>	<b>1,536.00</b>	<b>881.38</b>	<b>176.00</b>	<b>0.00</b>	<b>0.00</b>	<b>176.00</b>	<b>2,733.74</b>	<b>71.51%</b>
<b>Community Services</b>											
4502	Allotment	0.00	0.00	0.00	100.00				0.00	100.00	see receipts
4504	Christmas Tree & Lights	200.00	0.00	0.00	451.73				0.00	451.73	225.87%
4508	Neighbourhood Plan	2,000.00	308.35	133.10	533.10	50.00	88.10		138.10	1,112.65	55.63%
4510	Village Trail Booklet	0.00	0.00	40.49	0.00				0.00	40.49	see receipts
	<b>TOTAL Community Services</b>	<b>2,200.00</b>	<b>308.35</b>	<b>173.59</b>	<b>1,084.83</b>	<b>50.00</b>	<b>88.10</b>	<b>0.00</b>	<b>138.10</b>	<b>1,704.87</b>	<b>77.49%</b>
<b>CANS</b>											
4503	CANS	0.00	0.00	0.00	0.00				0.00	0.00	see reserve
4505	May Fair 2016 expenditure	0.00	1,853.65	90.00	0.00				0.00	1,943.65	see income
4513	May Fair 2017 expenditure	0.00	0.00	0.00	120.90	21.00			21.00	141.90	see reserve
	<b>TOTAL CANS</b>	<b>0.00</b>	<b>1,853.65</b>	<b>90.00</b>	<b>120.90</b>	<b>21.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21.00</b>	<b>2,085.55</b>	<b>**</b>
<b>Village Maintenance</b>											
4601	A39 Verge	768.00	0.00	416.00	208.00				0.00	624.00	81.25%
4602	Clock Tower Maintenance	300.00	0.00	0.00	8.10				0.00	8.10	2.70%
4603	Clock Tower Electricity	420.00	95.93	95.24	97.33	2.93	12.00		14.93	303.43	72.25%
4604	General Maintenance	500.00	3.42	4.56	40.20	2,303.00	132.43		2,435.43	2,483.61	325.51%

Code	Account	Budget 2016/17	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
4605	Old Gaol + The Cross	575.00	240.50	79.08	74.75				0.00	394.33	68.58%
4606	Palmers Path	600.00	32.50	215.75	119.50	48.00			48.00	415.75	69.29%
4607	Public Seating	0.00	174.81	82.87	-325.29				0.00	-67.61	**
4609	Dog Bins	1,500.00	348.40	348.40	371.80				0.00	1,068.60	71.24%
4610	Coleridge Road	256.00	0.00	128.00	32.00				0.00	160.00	62.50%
4611	Millennium Wood	0.00	0.00	0.00	48.00				0.00	48.00	**
4612	Plot 173	200.00	0.00	424.00	-438.00				0.00	-14.00	-7.00%
4613	Mill Lane/Lime Street maint	400.00	0.00	16.25	0.00				0.00	16.25	4.06%
	<b>TOTAL Village Maintenance</b>	<b>5,519.00</b>	<b>895.56</b>	<b>1,810.15</b>	<b>236.39</b>	<b>2,353.93</b>	<b>144.43</b>	<b>0.00</b>	<b>2,498.36</b>	<b>5,440.46</b>	<b>94.09%</b>
<b>Castle Street Toilets</b>											
4701	Castle St Toilets Cleaning	2,500.00	0.00	965.47	795.00	530.00			530.00	2,290.47	91.62%
4702	Castle St Toilets Electricity	400.00	48.00	18.00	3.00	-78.58	17.00		-61.58	7.42	1.86%
4703	Castle St Car Park/Toilets Rates	600.00	592.90	0.00	0.00				0.00	592.90	98.82%
4704	Castle St Toilets Maintenance	200.00	0.00	16.00	8.15				0.00	24.15	12.08%
4705	Castle St Toilets Water/Sewerage	500.00	179.83	0.00	165.25				0.00	345.08	69.02%
4706	Castle St Car Park maintenance	450.00	42.25	171.75	254.05	96.00			96.00	564.05	125.34%
	<b>TOTAL Castle Street Toilets</b>	<b>4,650.00</b>	<b>862.98</b>	<b>1,171.22</b>	<b>1,225.45</b>	<b>547.42</b>	<b>17.00</b>	<b>0.00</b>	<b>564.42</b>	<b>3,824.07</b>	<b>82.24%</b>
<b>Grants</b>											
4801	Miscellaneous Grants	1,200.00	0.00	0.00	850.00				0.00	850.00	70.83%
4803	Playing Field	1,800.00	0.00	0.00	2,776.00				0.00	2,776.00	100.00%
4804	Transport	0.00	0.00	200.00	0.00				0.00	200.00	**
4805	Village Hall Grant	1,800.00	0.00	0.00	2,147.26				0.00	2,147.26	100.00%
	<b>TOTAL Grants</b>	<b>4,800.00</b>	<b>0.00</b>	<b>200.00</b>	<b>5,773.26</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,973.26</b>	<b>97.55%</b>
<b>Transfers to Reserves</b>											
	<b>TOTAL Transfers to Reserves</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>**</b>
<b>Capital Expenditure</b>											
4903	Bus shelter	0.00	3,125.00	1,700.00	0.00				0.00	4,825.00	**
	<b>TOTAL Capital Expenditure</b>	<b>0.00</b>	<b>3,125.00</b>	<b>1,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,825.00</b>	<b>**</b>
<b>VAT Account</b>											
515	VAT Paid	0.00	997.62	721.55	343.39	12.42	31.46		43.88	2,106.44	**

Nether Stowey Parish Council

Code	Account	Budget 2016/17	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
	<b>Total Expenditure A/cs For Year</b>	52,925.00	17,984.34	16,973.28	18,157.83	5,667.93	720.82	0.00	6,388.75	59,504.20	101.24%
	<b>Income</b>	52,925.00	26,374.58	27,218.62	2,550.82	1,029.24	112.60	0.00	1,141.84	57,285.86	108.24%
	<b>Balance expenditure-income</b>	0.00	-8,390.24	-10,245.34	15,607.01	4,638.69	608.22	0.00	5,246.91	2,218.34	

**Reserves**

Code	Account	Budget 2016/17	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total spent to date	
	<b>Reserves Total</b>	53,957.68	3,299.81	1,900.00	1,966.33	2,175.00	-	-	2,175.00	9,341.14	44,616.54