

4981 CANS Financing

It was **agreed** that applications for funds held by CANS would be approved by the Parish Council to ensure transparency as there were now too few people actively involved in CANS. The members of the CANS committee had been consulted and agreed this.

4982 Public Space Protection Order

It was **agreed** to send the following response:

“The Parish Council welcomes the proposal as far as it concerns Nether Stowey”

4983 Budget Report for 2016/17 Financial Year

The Clerk presented the final Budget Report and Reserves Report to 31 March, a copy of which is at Annex B. The report was noted. The draft “Annual Accounts Report” document had been circulated to Councillors.

4984 Audit

The draft schedule for the completion was **noted**. The Clerk was finalising the reports required for the Internal and External Audits and would be meeting the Internal Auditor on 12 April to hand over the account for scrutiny. It was proposed that the period for Public Inspection would begin on Tuesday 13 June for 30 working days.

4985 Expenditure

Expenditure incurred since the Parish Council meeting of 13 March:

Date	Payee Name	Cheque	Amount	Transaction Details
Expenditure on 2016/17 Account				
13 Mar	Sedgemoor DC	103775	446.16	Playing Fields dog bins
13 Mar	Sedgemoor DC	103876	97.66	Cemetery Bins
14 Mar	GWB Services	103877	961.00	Jan & Feb Village Maintenance
20 Mar	Staff	103878-881	2,231.46	March Office Payroll
20 Mar	DALC	103882	72.00	Councillor’s Training
22 Mar	Mr K Sparks	103883	117.00	Village Maintenance Various
22 Mar	Mrs M A Catchpole	103884	10.00	Mileage claim
23 Mar	Clarity Copiers	103885	142.26	Meter copier charges
28 Mar	GWB Services	103886	924.00	March 17 Village Maintenance
28 Mar	Mrs C F Slaymaker	103887	75.60	Stamps/window cleaning
29 Mar	NS Village Hall	103888	22.50	Village hall hire 13 March 2017
28 Mar	Santander Bank	DDR	10.00	unpaid cheque (money since repaid)
31 Mar	Purnells	103889	42.72	Maps for APM and NHP
TOTAL			£5,152.36	

Expenditure on 2017/18 Account

6 Apr	EDF Energy	DDR	12.00	Clock Tower Electric
6 Apr	EDF Energy	DDR	17.00	Castle Street Toilets
6 Apr	Sedgemoor DC	DDR	635.00	Rates for Car Park Castle Street
6 Apr	E Martin Computers	DDR	28.34	Office Website Maintenance
6 Apr	BT Business	DDR	38.52	Office Telephone & Broadband
6 Apr	E Martin Computers	103890	10.00	E-mail/website control panel
			£ 740.86	
			£5,893.22	

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

4986 Direct Debits

The list of Direct Debits was re-authorised for the new Financial Year.

4987 Bank Reconciliation

Cllr Penny had carried out a bank reconciliation and accounts check and was satisfied that all was in order.

4988 Urgent Business (approved by Chairman) - Planning

The Chairman had agreed the item as "Urgent Business". Details had been circulated to Councillors on 7 April

Application Ref: 36/17/00004

Address: 11 Castle Street, Nether Stowey

Proposal: Certificate of lawfulness for the existing use of the property as solely for residential purposes

The following response was agreed:

The Parish Council supports this application.

It was noted that, of those present, none could remember the consent to open a bookshop having ever been realised.

4989 Highways

The Clerk was asked to report two problems – potholes near Blindwell House an edge of Lime Street/Mill Lane. She had also reported the faulty streetlight on the footpath between Pooles Close and Audley Close.

Cllr Caswell left the meeting

4990 Reports

Cllr Rich: Village Hall – they had had a successful Bingo event and the Spring Fair had gone well. There would be a Brownie Camp in June. It was hoped that the CIO would be signed before the end of April.

Cllr Rich: Playing Field – there had been no meeting, but there had been another break-in at the pavilion. CCTV would be installed next week (but would not cover the pavilion).

FONSL – Cllr Pardoe was absent.

Active Living – Cllr Hogg was absent.

Hinkley Point – There had been no meetings since 13 March. The Transport Forum would meet on 27 April and the Clerk suggested that this would be a good opportunity to pursue the issue of parking (see Minute 4980).

4991 Correspondence

The following correspondence had been received:

16 Mar	Sedgemoor DC	Rates bills (Cemetery, toilets, car park)
20 Mar	David Ainscough	Complaint that Hinkley buses are using Stogursey Lane
22 Mar	Risdon Hosegood	Final version of office lease signed by landlord
22 Mar	Santander Bank	Confirmation, change of signatory
27 Mar	Phil Peckham	Complaint about police, parking etc (circulated and dealt with in Chairman's speech at APM)
28 Mar	Environment Agency	Scrutiny of Radioactive Waste Management report (circulated)

28 Mar	Cllr Caswell	Magnox (circulated)
29 Mar	Judith Greig	Break-in at changing pavilion at NSRG
30 Mar	Janice Miller	Permission to place "geo-caches". Circulated: everyone who replied said yes
29 Mar	Grant Thornton	External Audit/Annual Return documents.
31 Mar	Steve Chambers	Thanks for info re planning application
3 Apr	EDF	Community Forum agenda (meeting 11 May)
5 Apr	Sedgemoor DC	SDC's Health & Wellbeing Strategy + "Naturally Healthy Month" initiative (for May) details at Sedgemoor/healthyliving
6 Apr	Dave Grabham	Cancellation of Speed Indicator Device in May (to be rescheduled)
6 Apr	Lord-Lieutenant	The Great Get Together (circulated)
5 Apr	Sedgemoor DC	Public Rights of Way Diversion, Sealed Order (Paths BW)

4992 Forthcoming meetings and events

The Parish Office would be closed on Good Friday and Easter Monday

Outside meetings and events

27 April	Hinkley Transport Forum Marine Transport Strategy workshop before meeting	Puriton VH	6.30pm 5.30 pm	TBC
11 May	Hinkley Community Forum	Cannington College	7pm	
23 June	Hinkley SSG meeting	Canalside Bridgwater	10 am	MR

Neighbourhood Planning

19 April	Neighbourhood Planning	Parish Office	7pm	KF, MC, CS
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4993 Next Parish Council Meeting

Mon 8 May	Annual Parish Council meeting	NS Village Hall	7 pm	All Councillors
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The meeting closed at 7.45 pm

Budget Report to 31 March 2017

Income

Code	Account	31 Mar 2016	Budget 2016/17	Viring + Reserves	Revised budget	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
Income														
1002	Allotment Rental	-100.00	100.00	0.00	100.00	0.00	0.00	100.00				0.00	100.00	100.0%
1003	Council Tax Grant	-4,953.00	4,228.00	0.00	4,228.00	2,114.00	2,114.00	0.00				0.00	4,228.00	100.0%
1004	Bank Interest	-205.47	20.00	168.00	188.00	0.00	0.00	0.00	188.74			188.74	188.74	100.4%
1006	Cemetery Income	-2,372.00	1,400.00	53.00	1,453.00	30.00	606.00	207.00	615.00	120.00	90.00	825.00	1,668.00	114.8%
1009	Miscellaneous Grants	-18,957.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	0.00	**
1011	Precept	-46,996.00	46,477.00	0.00	46,477.00	23,238.50	23,238.50	0.00				0.00	46,477.00	100.0%
1012	Printing/copying receipts	-1,133.68	800.00	-221.00	579.00	179.81	102.60	90.65	70.00	7.60	42.24	119.84	492.90	85.1%
1013	May Fair 2017 Income	-1,145.56	0.00	0.00	0.00	0.00	0.00	434.00	142.00	497.00	538.00	1,177.00	1,611.00	**
1014	May Fair 2016 Income	-1,266.00	0.00	0.00	0.00	812.27	313.50	0.00	13.50			13.50	1,139.27	**
1016	Village Trail Booklet	-10.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	0.00	
1999	Misc Receipts	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	0.00	**
115	VAT Refunds	-7,295.44	0.00	0.00	0.00	0.00	844.02	1,719.17				0.00	2,563.19	**
Total Income		-84,494.15	53,025.00	0.00	53,025.00	26,374.58	27,218.62	2,550.82	1,029.24	624.60	670.24	2,324.08	58,468.10	110.3%

Expenditure

Code	Account	31 Mar 2016	Budget 2016/17	Viring + Reserves	Revised budget	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
Parish Office														
4101	Office Equipment	1,473.85	0.00	212.00	212.00	0.00	0.00	62.73		149.28		149.28	212.01	100.0%
4102	Parish Office Rent	2,143.22	2,100.00	1,035.00	3,135.00	750.00	853.50	772.81		750.00	9.00	759.00	3,135.31	100.0%
4103	Postage	79.88	130.00	-75.00	55.00	0.00	0.00	23.10	33.00		-0.98	32.02	55.12	100.2%
4104	Stationery	208.72	190.00	5.00	195.00	88.22	72.05	4.16	35.91		-6.13	29.78	194.21	99.6%
4105	Telephone & Internet	162.85	350.00	15.00	365.00	98.70	70.65	97.97	32.68	32.39	32.72	97.79	365.11	100.0%

Nether Stowey Parish Council

Code	Account	31 Mar 2016	Budget 2016/17	Viring + Reserves	Revised budget	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
4106	Website + IT costs	559.10	705.00	-69.00	636.00	130.85	282.86	70.86	103.61	23.62	23.62	150.85	635.42	99.9%
4107	Books and publications	0.00	40.00	-40.00	0.00	0.00	0.00	0.00				0.00	0.00	**
4108	Printing costs	1,000.39	950.00	-82.00	868.00	0.00	852.71	114.48		101.32	-200.86	-99.54	867.65	99.9%
4109	Office Move	0.00	0.00	77.00	77.00	0.00	77.94	0.00				0.00	77.94	101.2%
TOTAL Parish Office		5,628.01	4,465.00	1,078.00	5,543.00	1,067.77	2,209.71	1,146.11	205.20	1,056.61	-142.63	1,119.18	5,542.77	100.0%
Staff Costs														
4201	Salaries	21,507.76	24,001.00	2,936.49	26,937.49	6,648.49	6,750.65	6,784.37	2,261.46	2,261.46	2,231.46	6,754.38	26,937.89	100.0%
4202	Recruitment	40.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
4204	Staff travel costs	233.78	170.00	-34.49	135.51	0.00	107.51	0.00	18.00		10.00	28.00	135.51	100.0%
4205	Staff Training	130.00	400.00	143.22	543.22	145.00	138.00	0.00		260.00		260.00	543.00	99.9%
TOTAL Staff Costs		21,911.54	24,571.00	3,045.22	27,616.22	6,793.49	6,996.16	6,784.37	2,279.46	2,521.46	2,241.46	7,042.38	27,616.40	100.0%
Administration & Finance														
4301	Audit Fees	595.00	600.00	-5.00	595.00	295.00	0.00	300.00				0.00	595.00	100.0%
4302	Bank charges	15.75	20.00	-11.00	9.00	3.75	2.25	2.25				0.00	8.25	91.7%
4303	Chairman's Honorarium	250.00	250.00		250.00	0.00	250.00	0.00				0.00	250.00	100.0%
4304	Councillors' Expenses	270.14	250.00	-97.00	153.00	75.00	17.15	0.00				0.00	92.15	60.2%
4305	Councillors' Training	75.00	0.00	60.00	60.00	0.00	0.00	0.00			60.00	60.00	60.00	100.0%
4306	Elections	100.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
4307	Insurance	1,053.38	1,200.00	-105.00	1,095.00	1,093.65	0.00	0.00				0.00	1,093.65	99.9%
4308	Statutory Fees	35.00	35.00		35.00	0.00	0.00	35.00				0.00	35.00	100.0%
4309	Subscriptions	487.91	500.00	68.00	568.00	382.16	28.00	157.00				0.00	567.16	99.9%
4310	Village Hall Hire	270.00	400.00	-85.00	315.00	90.00	67.50	67.50	22.50	22.50	45.00	90.00	315.00	100.0%
4311	Wayleaves	0.00	5.00		5.00	0.00	0.00	0.00				0.00	0.00	0.00%
4313	Legal Fees	0.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
TOTAL Admin & Finance		3,152.18	3,260.00	-175.00	3,085.00	1,939.56	364.90	561.75	22.50	22.50	105.00	150.00	3,016.21	97.8%
Cemetery														

Nether Stowey Parish Council

Code	Account	31 Mar 2016	Budget 2016/17	Viring + Reserves	Revised budget	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
4401	Cemetery Equipment	0.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
4402	Cemetery Rates	139.20	140.00		140.00	140.36	0.00	0.00				0.00	140.36	100.3%
4403	Maintenance	2,632.88	3,320.00		3,320.00	0.00	1,536.00	881.38	176.00		660.38	836.38	3,253.76	98.0%
4404	Pest Control	0.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
	TOTAL Cemetery	2,772.08	3,460.00	0.00	3,460.00	140.36	1,536.00	881.38	176.00	0.00	660.38	836.38	3,394.12	98.1%
Community Services														
4502	Allotment	100.00	100.00		100.00	0.00	0.00	100.00				0.00	100.00	
4504	Christmas Tree & Lights	183.93	200.00	251.73	451.73	0.00	0.00	451.73				0.00	451.73	100.0%
4508	Neighbourhood Plan	458.51	2,000.00		2,000.00	308.35	133.10	533.10	50.00	88.10	622.88	760.98	1,735.53	86.8%
4510	Village Trail Booklet	0.00	0.00		0.00	0.00	40.49	0.00				0.00	40.49	**
	TOTAL Community Services	742.44	2,300.00	251.73	2,551.73	308.35	173.59	1,084.83	50.00	88.10	622.88	760.98	2,327.75	91.2%
CANS and May Fair														
4503	CANS	2,469.75	0.00		0.00	0.00	0.00	0.00				0.00	0.00	
4505	May Fair 2016	194.53	0.00		0.00	1,853.65	90.00	0.00				0.00	1,943.65	
4513	May Fair 2017	2,536.18	0.00		0.00	0.00	0.00	120.90	21.00		91.14	112.14	233.04	
	TOTAL CANS and May Fair	5,200.46	0.00	0.00	0.00	1,853.65	90.00	120.90	21.00	0.00	91.14	112.14	2,176.69	**
Village Maintenance														
4601	A39 Verge	604.50	768.00	-32.00	736.00	0.00	416.00	208.00			112.00	112.00	736.00	100.0%
4602	Clock Tower Maintenance	1,423.60	300.00	-23.00	277.00	0.00	0.00	8.10				0.00	8.10	2.9%
4603	Clock Tower Electricity	380.60	420.00	-5.00	415.00	95.93	95.24	97.33	2.93	12.00	12.00	26.93	315.43	76.0%
4604	General Maintenance	325.50	500.00	2,124.00	2,624.00	3.42	4.56	40.20	2,303.00	132.43		2,435.43	2,483.61	94.7%
4605	Old Gaol + The Cross	155.50	575.00	113.00	688.00	240.50	79.08	74.75			294.00	294.00	688.33	100.0%
4606	Palmers Path	310.75	600.00	-100.00	500.00	32.50	215.75	119.50	48.00		64.50	112.50	480.25	96.0%
4607	Public Seating	0.00	0.00		0.00	174.81	82.87	-325.29			32.00	32.00	-35.61	**
4608	South Lane Footpath	0.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
4609	Dog Bins	1,711.34	1,500.00		1,500.00	348.40	348.40	371.80			371.80	371.80	1,440.40	96.0%

Nether Stowey Parish Council

Code	Account	31 Mar 2016	Budget 2016/17	Viring + Reserves	Revised budget	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
4610	Coleridge Road	0.00	256.00		256.00	0.00	128.00	32.00				0.00	160.00	62.5%
4611	Millennium Wood	0.00	0.00	48.00	48.00	0.00	0.00	48.00				0.00	48.00	100.0%
4612	Plot 173	462.55	200.00		200.00	0.00	424.00	-438.00				0.00	-14.00	-7.0%
4613	Mill Lane/Lime St maint	93.00	400.00		400.00	0.00	16.25	0.00				0.00	16.25	4.1%
TOTAL Village Maintenance		5,467.34	5,519.00	2,125.00	7,644.00	895.56	1,810.15	236.39	2,353.93	144.43	886.30	3,384.66	6,326.76	82.8%
Castle Street Toilets														
4701	Castle St Toilets Cleaning	2,424.39	2,500.00	585.00	3,085.00	0.00	965.47	795.00	530.00		795.00	1,325.00	3,085.47	100.02%
4702	Castle St Electricity	287.04	400.00	-375.00	25.00	48.00	18.00	3.00	-78.58	17.00	17.00	-44.58	24.42	97.7%
4703	Castle St Toilets Rates	588.00	600.00		600.00	592.90	0.00	0.00				0.00	592.90	98.8%
4704	Castle St Toilets Repairs	789.48	200.00	-95.00	105.00	0.00	16.00	8.15			80.00	80.00	104.15	99.2%
4705	Castle St Toilets Water	434.70	500.00	-115.00	385.00	179.83	0.00	165.25				0.00	345.08	89.6%
4706	Castle St Car Park maint	1,203.00	450.00	175.00	625.00	42.25	171.75	254.05	96.00		45.50	141.50	609.55	97.5%
TOTAL Castle Street Toilets		5,726.61	4,650.00	175.00	4,825.00	862.98	1,171.22	1,225.45	547.42	17.00	937.50	1,501.92	4,761.57	98.7%
Grants														
4801	Miscellaneous Grants	1,223.90	1,200.00		1,200.00	0.00	0.00	850.00				0.00	850.00	70.8%
4803	Playing Field	23,781.00	1,800.00	976.00	2,776.00	0.00	0.00	2,776.00				0.00	2,776.00	100.0%
4804	Transport	0.00	0.00	200.00	200.00	0.00	200.00	0.00				0.00	200.00	100.0%
4805	Village Hall Maint Grant	1,537.43	1,800.00	347.26	2,147.26	0.00	0.00	2,147.26				0.00	2,147.26	100.0%
TOTAL Grants		26,542.33	4,800.00	1,523.26	6,323.26	0.00	200.00	5,773.26	0.00	0.00	0.00	0.00	5,973.26	94.5%
Capital Expenditure														
4901	Public Seating	0.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
4902	Notice board	0.00	0.00		0.00	0.00	0.00	0.00				0.00	0.00	**
4903	Bus shelter	175.00	0.00	4,825.00	4,825.00	3,125.00	1,700.00	0.00				0.00	4,825.00	100.0%
TOTAL Capital Expenditure		175.00	0.00	4,825.00	4,825.00	3,125.00	1,700.00	0.00	0.00	0.00	0.00	0.00	4,825.00	100.0%
VAT Account														
515	VAT Paid	6,335.38	0.00	0.00	0.00	997.62	721.55	343.39	12.42	31.46	144.73	188.61	2,251.17	**

Code	Account	31 Mar 2016	Budget 2016/17	Viring + Reserves	Revised budget	First quarter	Second quarter	Third quarter	Jan 2017	Feb 2017	Mar 2017	Fourth quarter	Total to date	
	Total Expend A/cs For Year	84,409.22	53,025.00	12,848.21	65,873.21	17,984.34	16,973.28	18,157.83	5,667.93	3,881.56	5,546.76	15,096.25	68,211.70	103.6%
	Income	84,494.15	53,025.00	0.00	53,025.00	26,374.58	27,218.62	2,550.82	1,029.24	624.60	670.24	2,324.08	58,468.10	110.3%
	Balance expenditure-income	-84.93	0.00	12,848.21	0.00	-8,390.24	-10,245.34	15,607.01	4,638.69	3,256.96	4,876.52	12,772.17	9,743.60	= CYF

Summary for Year

Opening Balance 1 April 2016 53,957.68
 Less Current Year Fund 9,743.60
 Closing Balance 31 March 2017..... 44,214.08

Bank balances

Current Account 10,207.68
 Deposit Account 33,989.35
 Clerk's Debit card 17.05
TOTAL 44,214.08

RESERVES ACCOUNTS FOR YEAR TO 31st MARCH 2017

Account	Balance at 1 Apr 2016	Debit	Credit	Balance at 31 Mar 2017
310 General Reserve**	11,131.59		215.32	11,346.91
321 Elections Reserve	1,132.00		300.00	1,432.00
322 Payroll Reserve	3,915.86	2,898.22		1,017.64
323 Grants Reserve	1,323.26	973.26		350.00
324 Neighbourhood Plan Reserve	562.68		264.47	827.15
325 CANS Reserve	1,172.27			1,172.27
326 May Fair from previous years	1,949.19		573.58	2,522.77
327 Oral History Reserve	328.46			328.46
328 War Memorial Project Fund	1,270.47			1,270.47
329 Youth Services Reserve	724.51			724.51
330 Service Devolution Reserve	6,047.50			6,047.50
331 Millennium Wood	122.16			122.16
332 Castle St Car Park/Lavatories	946.16	111.57		834.59
333 Quantock Cluster bal c/f	0.00			<i>Account closed</i>
334 Community Transport	500.00	200.00		300.00
335 Parish Office move contingency	2,150.57	1,000.00		1,150.57
336 War Memorial Maintenance	2,000.00			2,000.00
337 Village Maintenance	8,681.00	3,121.92		5,559.08
338 Lime St/Mill Lane	6,000.00		383.00	6,383.00
339 St Mary St Railings	4,000.00		3,175.00	825.00
	53,957.68	Nett spend £ 9,743.60		44,214.08