

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 11 JUNE 2018 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors

John Roberts (Chairman)
Colin Falla
Kevin Ferriday
Margaret Hogg
Pat Pardoe
Malcolm Reid
Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)
Cllr Michael Caswell (Somerset CC and Sedgemoor DC)
Cllr Julie Pay (Sedgemoor DC)
Two members of the public

Public Session

No issues were raised

5203 Apologies

Apologies were received from Cllr Jeanes who was working. The absence was **approved**.

5204 Declarations of Interest

Cllr Rich declared an interest in the Playing Field. Cllr Reid declared a personal interest in item 7(b) (Quantock Close Planning application).

5205 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 14 May were **approved** as a true record and signed by the Chairman.

5206 County and District Council Liaison

Cllr Pay said that Sedgemoor were looking into gambling machines. She would update the Parish Council at a later date. Sedgemoor DC had won an award for their apprenticeships.

Cllr Caswell said SDC's Local Plan had reached the last stage of its inspection. It was now expected that Plan would be published in late July for a 6-week consultation before approval by the Inspector. There were concerns that if it were not approved the Government would impose a higher housing target for the District.

No decision had been made about creating a unitary authority, and there would be a referendum.

Cllr Caswell had been appointed to the Regulation Committee.

Cllrs Pay and Caswell left the meeting at 7.15pm

5207 Library Consultation

The draft response circulated was **agreed** with a slight amendment to include a comment regarding the proposed timescale. A copy of the final response sent is appended to these minutes.

The Chairman gave a summary of the latest information received from Somerset CC.

5208 Privacy Policy and CCTV Policy

The draft policies were **approved**.

5209 Planning Applications

The following applications were considered:

- a) Application Ref: 36/18/00006 (Mr Andrew Jeanes)
 Address: Inwood Farm, Nether Stowey
 Proposal: : Erection of welfare building to incorporate shower facilities, gym, recreation room and site office. Siting of 32 static caravans within area consented for touring caravans.
 Response agreed: *No objection*

Cllr Reid withdrew from the meeting

- b) Application Ref: 36/18/00007 (Mr Stacey)
 Address: Quantock Close, Jacksons Lane, Nether Stowey
 Proposal: Approval of reserved matters for the erection of a detached bungalow (outline application 36/16/00027 allowed on appeal)
 Response agreed: *No objection*

Cllr Reid rejoined the meeting

5210 Budget Report

The Budget report for the period to 8 June was **noted**. A copy of the report is appended to these minutes.

5211 Expenditure

Expenditure incurred since the Parish Council meeting of 14 May:

Date	Payee Name	Cheque	Amount	Transaction Details
14 May	Susan Sherry	104007	325.00	PC internal audit
17 May	GWB Services	104008	839.00	April Village Maintenance
18 May	Bridgwater Mowers	104009	448.00	Grant to NS RG for Trailer and Leaf blower minute no 5195 of 14 May 2018
23 May	Office Payroll	104010-13	2,500.03	May office payroll
23 May	Groundwork UK	104014	967.41	Refund of unspent NHP Grant
23 May	Water2Business	104015	196.25	Castle Street Toilets Water
25 May	Zurich Municipal	104016	Cancelled	(see 104021)
04 June	EM Computer Services	DDR	28.34	Website Maintenance Contract
04 June	KDR Electrical Services	104017	278.62	Install and test light in Castle St Toilets
04 June	GWB Services Ltd	104018	1,023.00	May Village Maintenance
05 June	Cllr W J Roberts	104019	250.00	Chairman's Honorarium
06 June	NS Village Hall	104020	45.00	Hire of Club room 14th and 24th May 2018
10 June	Sedgemoor DC	DDR	55.00	Cemetery Rates
04 June	EDF Energy	DDR	10.00	Clock Tower Electricity
01 June	EDF Energy	DDR	16.00	Public Toilets Electricity
08 June	Zurich Municipal	104021	1,167.92	PC Insurance
TOTAL			£8,149.57	

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

5212 Bank Reconciliation

CLlr Reid would carry out a bank and voucher check in CLlr Jeanes’s absence.
Afternote: He duly did so on 13 June and was satisfied that all was in order.

5213 Highways

The Clerk reported the sign for Jacksons Lane was on order. CLlr Reid reported that the crater in Jacksons Lane had finally been repaired. The Clerk had received details about the County Council’s programme for surface dressing and grass cutting, but it did not include specific dates.

5214 Reports

Clerk’s Report: The Clerk had been told that connection work on the mobile phone mast would start on 9 July. It would involve a large trench. It was expected that the service would go live on 20 July and the site would be made good by 27 July.

Another new bus timetable had been introduced from 29 May.

Neighbourhood Plan: (CLlr Ferriday) Work was continuing on the consultation report and the first draft of the Plan

Village Hall: (CLlr Rich) The Flower Show was coming up, and the Committee were considering providing Wi-Fi. The CIO for the new charity had cost twice as much as expected owing to difficulties with the Charity Commission. The AGM would be held on 12 June.

Playing Field: (CLlr Rich) Party in the Park had been a great success and they expected to have made about £1,500. CLlr Falla added that he had represented the Parish Council at the formal launch of the play area fence.

Hinkley Point: (CLlr Reid) The next SSG meeting was on 29 June. He had attended the Community Forum meeting and raised the question of accommodation allocations. The Clerk would pursue as per the advice given. It was intended to extend the use of the temporary Quantock Lakes P+R.

Quantock Cluster: it was agreed that the Clerk would attend the meeting in CLlr Reid’s absence

5215 Forthcoming meetings and events

Wed 13 June	Library consultation deadline		(midnight)	
Tues 19 June	Quantock Cluster	Wembdon VH	7pm	CS
Wed 20 June	Training (Charitable Trusts)	Somerton	All day	CS
Thurs 29 June	Hinkley SSG	TBC		MR

Neighbourhood Planning

Mon 25 June	Neighbourhood Planning Group	Parish Office	7pm	KF, MC, CS
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5216 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 9 July at 7 pm at Nether Stowey Village Hall.

The meeting closed at 8.10pm.

Budget Report to 8 June 2018

Income

Account Code	Account	Balance at 31 Mar 2018	Budget 2018/19	April 2018	May 2018	June 2018	First quarter	Total received to date	% of budget
1003	Council Tax Grant	2,608.00	1,214.00	607.00			607.00	607.00	50.00%
1004	Bank Interest	95.28	189.00	0.01	0.01		0.02	0.02	0.01%
1006	Cemetery Income	965.00	1,300.00		360.00		360.00	360.00	27.69%
1011	Precept	47,093.00	47,720.00	23,860.00			23,860.00	23,860.00	50.00%
1012	Printing & Copying receipts	622.13	550.00		4.05		4.05	4.05	0.74%
1016	Village Trail Booklet Income	10.00	10.00				0.00	0.00	0.00%
115	VAT Refunds	1,309.13	-				0.00	0.00	**
Subtotal Income For Year		60,790.54	51,083.00	24,467.01	364.06	0.00	24,831.07	24,831.07	48.61%

Expenditure

Account	Balance at 31 Mar 2018	Budget 2018/19	April 2018	May 2018	June 2018	First quarter	Total spent to date	% of budget
Parish Office								
4101	Office Equipment	137.01	100.00				0.00	0.00%
4102	Parish Council Office Rent	3,014.29	3,100.00	758.33			758.33	24.46%
4103	Postage	51.94	75.00				0.00	0.00%
4104	Stationery	159.07	150.00				0.00	0.00%
4105	Telephone & Internet	386.53	410.00	32.10	32.10		64.20	15.66%
4106	Website + IT costs	604.08	628.00	23.62	23.62	23.62	70.86	11.28%
4108	Printing costs	539.92	900.00				0.00	0.00%
TOTAL Parish Office		4,892.84	5,363.00	814.05	55.72	23.62	893.39	16.66%
Staff Costs								
4201	Salaries	28,293.18	29,137.00	2,366.06	2,500.03		4,866.09	16.70%
4204	Staff travel costs	188.55	80.00				0.00	0.00%
4205	Staff Training	45.00	45.00				0.00	0.00%
TOTAL Staff Costs		28,526.73	29,262.00	2,366.06	2,500.03	0.00	4,866.09	16.63%
Administration & Finance								
4301	Audit Fees	625.00	625.00		325.00		325.00	52.00%
4302	Bank charges	5.60	10.00	0.90	0.30		1.20	12.00%
4303	Chairman's Honorarium	250.00	250.00			250.00	250.00	100.00%

Account	Balance at 31 Mar 2018	Budget 2018/19	April 2018	May 2018	June 2018	First quarter	Total spent to date	% of budget
Administration & Finance continued								
4304 Councillors' Expenses	13.05	0.00	28.20			28.20	28.20	**
4307 Insurance	1,153.91	1,215.00			1,167.92	1,167.92	1,167.92	96.13%
4309 Subscriptions	591.89	555.00				0.00	0.00	0.00%
4310 Village Hall Hire	275.50	329.00		22.50	45.00	67.50	67.50	20.52%
TOTAL Administration & Finance	2,985.75	3,019.00	29.10	347.80	1,462.92	1,839.82	1,839.82	60.94%
Cemetery								
4402 Cemetery Rates	150.33	155.00	56.45	55.00	55.00	166.45	166.45	107.39%
4403 Maintenance	2,971.75	3,266.00		340.00	510.00	850.00	850.00	26.03%
TOTAL Cemetery	3,122.08	3,421.00	56.45	395.00	565.00	1,016.45	1,016.45	29.71%
Community Services								
TOTAL Community Services	483.83	450.00	0.00	0.00	0.00	0.00	0.00	0.00%
Neighbourhood Plan								
4521 Neighbourhood Plan Grant	7,020.59	0.00		967.41		967.41	967.41	**
TOTAL Neighbourhood Plan	8,079.52	0.00	0.00	967.41	0.00	967.41	967.41	**
Village Maintenance								
4601 A39 Verge	643.00	700.00		136.00	136.00	272.00	272.00	38.86%
4602 Clock Tower Maintenance	0.00	275.00				0.00	0.00	0.00%
4603 Clock Tower Electricity	401.18	390.00	65.43	10.00	10.00	85.43	85.43	21.91%
4604 General Maintenance	255.73	350.00	14.86	17.00		31.86	31.86	9.10%
4605 Old Gaol + The Cross	301.56	250.00				0.00	0.00	0.00%
4606 Palmers Path	448.09	455.00		34.00	17.00	51.00	51.00	11.21%
4607 Public Seating	240.00	100.00				0.00	0.00	0.00%
4608 Public Footpaths	65.00	30.00				0.00	0.00	0.00%
4609 Dog Bins	1,604.16	1,470.00	348.40			348.40	348.40	23.70%
4610 Coleridge Road	231.00	150.00		34.00	25.50	59.50	59.50	39.67%
4611 Millennium Wood	92.34	60.00				0.00	0.00	0.00%
4612 Plot 173	247.50	175.00				0.00	0.00	0.00%
4613 Mill Lane/Lime Street maintenance	57.75	200.00			8.50	8.50	8.50	4.25%
4614 War Memorial Maintenance	25.00	25.00				0.00	0.00	0.00%
TOTAL Village Maintenance	4,612.31	4,630.00	428.69	231.00	197.00	856.69	856.69	18.50%

Account	Balance at 31 Mar 2018	Budget 2018/19	April 2018	May 2018	June 2018	First quarter	Total spent to date	% of budget
Castle Street Toilets								
4701 Castle St Toilets Cleaning	3,240.00	3,465.00		278.00	275.00	553.00	553.00	15.96%
4702 Castle St Toilets Electricity	210.90	250.00	16.00	16.00	16.00	48.00	48.00	19.20%
4703 Castle St Car Park/Toilets Rates	635.00	650.00	703.10			703.10	703.10	108.17%
4704 Castle St Toilets Repairs/Maint	99.00	100.00				0.00	0.00	0.00%
4705 Toilets Water/Sewerage	430.57	440.00		196.25		196.25	196.25	44.60%
4706 Castle St Car Park maint	509.29	370.00			51.00	51.00	51.00	13.78%
4709 Castle St toilets/car park misc	334.91	0.00			232.18	232.18	232.18	**
TOTAL Castle Street Toilets	5,459.67	5,275.00	719.10	490.25	574.18	1,783.53	1,783.53	33.81%
Grants								
4801 Miscellaneous Grants	800.00	3,726.67				0.00	0.00	0.00%
4803 Playing Field	2,441.80	373.33		373.33		373.33	373.33	100.00%
4805 Village Hall Maint Grant	1,775.00	0.00				0.00	0.00	**
TOTAL Grants	5,016.80	4,100.00	0.00	373.33	0.00	373.33	373.33	9.11%
VAT Account								
515 VAT Paid	2,996.04	0.00	88.24	85.81	51.16	225.21	225.21	**
Total Expenditure	69,170.61	55,520.00	4,501.69	5,446.35	2,873.88	12,821.92	12,821.92	23.09%
Income	60,790.54	51,083.00	24,467.01	364.06	0.00	24,831.07	24,831.07	48.61%
Balance expenditure-income		4,437.00	-19,965.32	5,082.29	2,873.88	- 12,009.15	-12,009.15	

Bank:	Current a/c	19,418.25
	Deposit a/c	29,084.57
	A/c no 3	148.32
	Total	48,661.14

Balance:	as at 1 Apr	36,641.99
	Plus: income	24,831.07
	Less: payments	12,821.92
	Total	48,651.14