

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 10 SEPTEMBER 2018 AT 7.00pm**  
**IN THE VILLAGE HALL**

Present: Parish Councillors                      John Roberts (Chairman)  
   Margaret Hogg  
   Andrew Jeanes (from min 5242)  
   Pat Pardoe  
   Malcolm Reid  
   Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)  
   Four members of the public

**Public Session**

No issues were raised

**5232 Apologies**

Apologies were received from Cllrs Falla and Ferriday who were both on holiday. The absences were **approved**. Cllr Caswell was at a meeting elsewhere but hoped to join the meeting later.

**5233 Declarations of Interest**

Cllr Rich declared an interest in the Playing Field/Village Hall.

**5234 Minutes of Previous Meeting**

The Minutes of the Parish Council meeting held on 9 July were **approved** as a true record and signed by the Chairman. The Minutes of the Planning Committee meeting of 13 July were **noted**.

**5235 County and District Council Liaison**

Cllr Pay said it had been a quiet summer with few meetings. Changes to the licencing laws were currently going through Parliament. SDC were undertaking a survey about SDC's budget and Council Tax. She stated that for every £1 collected, only 9p went to Sedgemoor with the balance going to other services, including SCC, the Parish Council, police, fire etc.

The Chairman said it was unfortunate timing that the survey came out just after news of the loan for the hotel. Cllr Pay agreed.

**5236 Bank Signatory**

It was **agreed** to appoint Cllr Falla as a new bank signatory.

**5237 Police Survey**

The collated version was **approved**, the Clerk to complete online.

**5238 Planning Applications**

The following application was considered:

- a) Application Ref: 36/18/00013  
Address: 1, de Curcis Close, Nether Stowey  
Proposal: Erection of orangery on rear (west) elevation, replace fence with wall of same height.  
Response agreed: *No objection*

**5239 Budget Report**

The Budget report for the period to 7 September was **noted**. A copy of the report is appended to these minutes.

**5240 Expenditure**

Expenditure incurred since the Parish Council meeting of 9 July:

<b>Date</b>	<b>Payee Name</b>	<b>Cheque</b>	<b>Amount</b>	<b>Transaction Details</b>
10 July	BT Business	DDR	78.38	Telephone & Broadband Charges
19 July	Staff Payroll	122006, 09,11, 12	2,430.56	Staff payroll July
19 July	VOID	122007 122008	Void	Cheques cancelled – value error before issue
19 July	Mrs M A Catchpole	122010	7.99	Laminating pouches
24 July	Sedgemoor DC	122013	254.29	Empty of Dog Bins April - June
26 July	GWB Services Ltd	122014	989.00	Village Maintenance June
30 July	Somerset ALC	122015	45.00	GDPR Training 25 July
30 July	Greenslade Taylor Hunt	122016	750.00	Office rent July - Sept
1Aug	Purnells4Print&design	122017	215.60	Printing of T Poole booklets Min 5226 (7/18)
1Aug	EDF Energy	DDR	10.00	Public Toilets Electricity
3Aug	NS Village Hall	122018	22.50	Hire of Club Room 9 July
3Aug	E Martin Computer Services	DDR	28.34	Office Website Maintenance contract
4 Aug	EDF Energy	DDR	7.00	Clock Tower electricity
7 Aug	GeoXphere	122019	36.00	Parish Online annual subscription
7 Aug	Clarity Copiers	122020	107.26	Photocopier Charges
8 Aug	Cllr Colin Falla	122021	16.04	Fuel etc for Strimmer
8 Aug	BT Business	DDR	53.60	Telephone & Broadband cost
21 Aug	Staff Payroll	122022–25	2,430.55	Staff Payroll August
29 Aug	GWB Services	122026	751.00	Village Maintenance July
30 Aug	Asda	Card	7.00	Cleaning Supplies
30 Aug	Office Outlet	Card	39.90	A4 Paper x 2 boxes
3 Sep	EDF energy	DDR	18.00	Public Toilets Electricity
3 Sept	E Martin Computer Services	DDR	28.34	Office Website Maintenance contract
4 Sept	EDF Energy	DDR	7.00	Clock Tower Electricity
4 Sept	Greenslade Taylor Hunt	122027	750.00	Office Rent Sept - Nov
6 Sept	BT Business	DDR	56.18	Telephone & Broadband Charges
<b>TOTAL</b>			<b>£ 9,149.53</b>	

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

**5241 Bank Reconciliation**

Cllr Roberts had carried out a bank and voucher check on 10 September and was satisfied that all was in order.

**5242 Highways**

The following issues had been reported:

- a) Broken bollard on the Cross (Highways confirmed replacement work scheduled)

b) Dangerous stump of pipework on Palmers Path (GWB Services to do as Highways say it is not a safety issue)

c) Verge/island damage on St Mary Street junction: Highways had received a complaint from a parishioner about the problem of buses/HGVs wrecking the grass. Clerk spoke to Highways Services Manager, discussed possibility of a physical deterrent as weekly repair was unaffordable for Parish. The parishioner had also complained about the “shrine” that has developed there (we assume for the motorcyclist who was killed some years ago). Although disposed of every time the triangle is mowed, the flowers were persistently replaced.

SCC have secured grant funding for fingerpost restoration from CPRE – grants will be given to parishes on a matched funding basis from Parish Councils. Cllr Reid said he had done a survey of the posts and did not consider any needed work.

Cllr Reid complained that a hedge trimmer had been working by the South Lane/Jacksons Lane area, but had merely skimmed the hedges so they were not any better.

Cllr Rich complained of a hedge obstructing the pavement at Wilsons Close. She would provide details for the Clerk to write to the householder.

## **5243 Reports**

### Chairman’s Report:

- Police: The first Beat Surgery had been held on 11 August at the Tea Rooms. He had met the attending PCSO (her only caller). The innovation was welcomed but needed to be better publicised – if there was no interest it would not last. There would also be a more visible presence in the village, also welcome. He had discussed how the Parish Office might help with publicity and facilities. The next beat surgery would be held on 22 September at the Tea Rooms.
- Coleridge Garages: Homes in Sedgemoor have given notice to their garage tenants and have decided to demolish them. He had contacted Cllr Caswell to find out more – what are they going to do with space etc – but nothing substantive has come back so far.
- Library: Cllr Caswell attended an SCC meeting at which he attempted to put forward the case for keep NS Library open. He was told Nether Stowey Library was not a problem because the Parish Council would be taking it over. The Chairman confirmed the Library Working Group had made no such commitment, and could not without the authority of the full Parish Council. Latest correspondence exchange made this position clear to Mr Woodhams.

### Clerk’s Report:

- Planning: Notification that enforcement action has been taken in respect of the windows at Gullifords garage, and the windows have now been modified or replaced in a Georgian style rather than Victorian.
- Cemetery: Complaint about trees overhanging graves at the back from the telephone exchange property. Openreach completed the work on 7 September.
- Lime Street bank: the new fence at the top was finally put in at the end of August and finally the wreckage of the old fence was removed. This means we are now in a position to start work on clearing the new growth and deciding what we’re going to do with it. It was agreed that the Chairman and Clerk should obtain design plans and quotes. The Clerk had written to residents asking them to stop throwing their garden waste and other rubbish onto the bank, and had received a letter asking that remaining trees be cut back.
- Local Plan: Details about the consultation were circulated on 29 August requesting Councillors comment for inclusion in a draft response.
- Tom Poole booklet was printed in August and copies are going well.
- Castle Hill bench: The new bench would be installed in the next couple of weeks. Work delayed since July as the ground had been too hard to dig to make the concrete plinth needed.

Parish Council Representatives on outside bodies

Playing Field: (Cllr Rich) The CIO establishing the new charity was now complete. The Village Hall is struggling financially. The decision to cancel the pantomime this year, and the departure of Stowey Gardeners and the WI were significant losses to the Hall's regular income.

Hinkley Point: (Cllr Reid) No great developments since the last meeting. 'A' site was busy, and work on the main hall is due to start in November. Cllr Reid had attended the last Community Forum meeting. Complaints about light pollution were being monitored as is noise levels. The Forum was told that the boring machine would be silent – it would be operating at 39m below ground. A swipe card system was being introduced to monitor bus entries/exits – two people had been disciplined for not complying with the parking/bus rules.

Footpaths: Stowey Walking had provided an annual report which was interesting and would be available on the Parish Council website shortly.

**5244 Forthcoming meetings and events**

Fri 26 Oct	"Building homes for the Future" Sedgemoor Housing conference	McMillan Theatre		JR if available
Fri 26 Oct	Hinkley SSG	Hill House	10am	MR

**Neighbourhood Planning**

Mon 15 October	Neighbourhood Planning Group	Parish Office	7pm	KF, MC, CS
----------------	------------------------------	---------------	-----	------------

**5245 Next Parish Council Meeting**

The next Parish Council meeting will be on Monday 8 October at 7 pm at Nether Stowey Village Hall.  
The meeting closed at 7.45 pm.

## Budget Report to 7 September 2018

## Income

Account	Balance at 31 Mar 2018	Budget 2018/19	First quarter	July 2018	Aug 2018	Sept 2018	Second quarter	Total received	% of budget
1002 Allotment Rental	100.00	100.00	0.00				0.00	0.00	0.00%
1003 Council Tax Grant	2,608.00	1,214.00	607.00				0.00	607.00	50.00%
1004 Bank Interest	95.28	189.00	0.03	0.01	0.01		0.02	0.05	0.03%
1006 Cemetery Income	965.00	1,300.00	360.00	450.00	40.00		490.00	850.00	65.38%
1012 Printing & Copying receipts	622.13	550.00	26.26	14.30	12.37	5.70	32.37	58.63	10.66%
1016 Village Trail Booklet Income	10.00	10.00	10.00				0.00	10.00	100.00%
115 VAT Refunds	1,309.13	0.00	0.00	2,219.13			2,219.13	2,219.13	**
1011 Precept	47,093.00	47,720.00	23,860.00				0.00	23,860.00	50.00%
<b>Total Income For Year</b>	<b>60,790.54</b>	<b>51,083.00</b>	<b>24,863.29</b>	<b>2,683.44</b>	<b>52.38</b>	<b>5.70</b>	<b>2,741.52</b>	<b>27,604.81</b>	<b>54.04%</b>

## Expenditure

Account	Balance at 31 Mar 2018	Budget 2018/19	First quarter	July 2018	Aug 2018	Sept 2018	Second quarter	Total received	% of budget
<b>Parish Office</b>									
4101 Office Equipment	137.01	100.00	0.00				0.00	0.00	0.00%
4102 Parish Council Office Rent	3,014.29	3,100.00	803.33	750.00	7.00	750.00	1,507.00	2,310.33	74.53%
4103 Postage	51.94	75.00	6.00				0.00	6.00	8.00%
4104 Stationery	159.07	150.00	0.00	7.99	33.25		41.24	41.24	27.49%
4105 Telephone & Internet	386.53	410.00	110.22	48.39	44.67	46.82	139.88	250.10	61.00%
4106 Website + IT costs	604.08	628.00	70.86	142.62	53.62	23.62	219.86	290.72	46.29%
4108 Printing costs	539.92	900.00	0.00		304.98		304.98	304.98	33.89%
<b>TOTAL Parish Office</b>	<b>4,892.84</b>	<b>5,363.00</b>	<b>990.41</b>	<b>949.00</b>	<b>443.52</b>	<b>820.44</b>	<b>2,212.96</b>	<b>3,203.37</b>	<b>59.73%</b>
<b>Staff Costs</b>									
4201 Salaries	28,293.18	29,137.00	7,296.64	2,430.56	2,430.55		4,861.11	12,157.75	41.73%
4204 Staff travel and expenses	188.55	80.00	14.85				0.00	14.85	18.56%
4205 Staff Training	45.00	45.00	0.00	20.00			20.00	20.00	44.44%
<b>TOTAL Staff Costs</b>	<b>28,526.73</b>	<b>29,262.00</b>	<b>7,311.49</b>	<b>2,450.56</b>	<b>2,430.55</b>	<b>0.00</b>	<b>4,881.11</b>	<b>12,192.60</b>	<b>41.67%</b>

Account	Balance at 31 Mar 2018	Budget 2018/19	First quarter	July 2018	Aug 2018	Sept 2018	Second quarter	Total received	% of budget	
<b>Administration &amp; Finance</b>										
4301	Audit Fees	625.00	625.00	<b>325.00</b>				<b>0.00</b>	<b>325.00</b>	52.00%
4302	Bank charges	5.60	10.00	<b>1.20</b>				<b>0.00</b>	<b>1.20</b>	12.00%
4303	Chairman's Honorarium	250.00	250.00	<b>250.00</b>				<b>0.00</b>	<b>250.00</b>	100.00%
4304	Councillors' Expenses	13.05	0.00	<b>28.20</b>				<b>0.00</b>	<b>28.20</b>	**
4305	Councillors' Training	30.00	0.00	<b>0.00</b>	25.00			<b>25.00</b>	<b>25.00</b>	**
4307	Insurance	1,153.91	1,215.00	<b>1,167.92</b>				<b>0.00</b>	<b>1,167.92</b>	96.13%
4308	Statutory Fees	35.00	35.00	<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	0.00%
4309	Subscriptions	591.89	555.00	<b>10.00</b>				<b>0.00</b>	<b>10.00</b>	1.80%
4310	Village Hall Hire	275.50	329.00	<b>67.50</b>	22.50	22.50		<b>45.00</b>	<b>112.50</b>	34.19%
<b>TOTAL Administration &amp; Finance</b>		<b>2,985.75</b>	<b>3,019.00</b>	<b>1,849.82</b>	<b>47.50</b>	<b>22.50</b>	<b>0.00</b>	<b>70.00</b>	<b>1,919.82</b>	63.59%
<b>Cemetery</b>										
4402	Cemetery Rates	150.33	155.00	<b>166.45</b>				<b>0.00</b>	<b>166.45</b>	107.39%
4403	Maintenance	2,971.75	3,266.00	<b>850.00</b>	527.00	119.00		<b>646.00</b>	<b>1,496.00</b>	45.81%
<b>TOTAL Cemetery</b>		<b>3,122.08</b>	<b>3,421.00</b>	<b>1,016.45</b>	<b>527.00</b>	<b>119.00</b>	<b>0.00</b>	<b>646.00</b>	<b>1,662.45</b>	48.60%
<b>Community Services</b>										
<b>TOTAL Community Services</b>		<b>483.83</b>	<b>450.00</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>Neighbourhood Plan</b>										
4520	Neighbourhood Plan	1,058.93	0.00	<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	**
4521	Neighbourhood Plan Grant	7,020.59	0.00	<b>967.41</b>				<b>0.00</b>	<b>967.41</b>	**
<b>TOTAL Neighbourhood Plan</b>		<b>8,079.52</b>	<b>0.00</b>	<b>967.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>967.41</b>	**
<b>CANS</b>										
<b>TOTAL CANS</b>		<b>2,586.55</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>Village Maintenance</b>										
4601	A39 Verge	643.00	700.00	<b>272.00</b>	68.00			<b>68.00</b>	<b>340.00</b>	48.57%
4602	Clock Tower Maintenance	0.00	275.00	<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	0.00%
4603	Clock Tower Electricity	401.18	390.00	<b>82.95</b>	7.00	7.00	7.00	<b>21.00</b>	<b>103.95</b>	26.65%
4604	General Maintenance	255.73	350.00	<b>31.86</b>	1.60			<b>1.60</b>	<b>33.46</b>	9.56%
4605	Old Gaol + The Cross	301.56	250.00	<b>0.00</b>	32.25			<b>32.25</b>	<b>32.25</b>	12.90%
4606	Palmers Path	448.09	455.00	<b>51.00</b>	55.75			<b>55.75</b>	<b>106.75</b>	23.46%
4607	Public Seating	240.00	100.00	<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	0.00%

Account	Balance at 31 Mar 2018	Budget 2018/19	First quarter	July 2018	Aug 2018	Sept 2018	Second quarter	Total received	% of budget
<i>Village Maintenance continued</i>									
4608 Public Footpaths	65.00	30.00	0.00		16.04		16.04	16.04	53.47%
4609 Dog Bins	1,604.16	1,470.00	348.40	180.70			180.70	529.10	35.99%
4610 Coleridge Road	231.00	150.00	59.50	34.00			34.00	93.50	62.33%
4611 Millennium Wood	92.34	60.00	0.00				0.00	0.00	0.00%
4612 Plot 173	247.50	175.00	0.00		340.00		340.00	340.00	194.29%
4613 Mill Lane/Lime St bank	57.75	200.00	8.50	68.00			68.00	76.50	38.25%
<b>TOTAL Village Maintenance</b>	<b>4,612.31</b>	<b>4,630.00</b>	<b>854.21</b>	<b>447.30</b>	<b>363.04</b>	<b>7.00</b>	<b>817.34</b>	<b>1,671.55</b>	<b>36.10%</b>
<b>Castle Street Toilets</b>									
4701 Castle St Toilets Cleaning	3,240.00	3,465.00	553.00	275.00	275.00		550.00	1,103.00	31.83%
4702 Castle St Toilets Electricity	210.90	250.00	48.00	60.61	10.00	18.00	88.61	136.61	54.64%
4703 Castle St Car Park Rates	635.00	650.00	703.10				0.00	703.10	108.17%
4704 Castle St Toilets Repairs	99.00	100.00	0.00		17.00		17.00	17.00	17.00%
4705 Castle St Toilets Water	430.57	440.00	196.25				0.00	196.25	44.60%
4706 Castle St Car Park maint	509.29	370.00	51.00	56.00			56.00	107.00	28.92%
4709 Castle St miscellaneous	334.91	0.00	232.18				0.00	232.18	**
<b>TOTAL Castle Street Toilets</b>	<b>5,459.67</b>	<b>5,275.00</b>	<b>1,783.53</b>	<b>391.61</b>	<b>302.00</b>	<b>18.00</b>	<b>711.61</b>	<b>2,495.14</b>	<b>47.30%</b>
<b>Grants</b>									
4801 Miscellaneous Grants	800.00	3,726.67	0.00				0.00	0.00	0.00%
4803 Playing Field	2,441.80	373.33	373.33				0.00	373.33	100.00%
4805 Village Hall Maint Grant	1,775.00	0.00	0.00				0.00	0.00	**
<b>TOTAL Grants</b>	<b>5,016.80</b>	<b>4,100.00</b>	<b>373.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>373.33</b>	<b>9.11%</b>
<b>VAT Account</b>									
	2,996.04	0.00	269.69	64.91	44.18	14.08	123.17	392.86	**
<b>Total Expenditure A/cs For Year</b>	<b>69,170.61</b>	<b>55,520.00</b>	<b>15,416.34</b>	<b>4,877.88</b>	<b>3,724.79</b>	<b>859.52</b>	<b>9,462.19</b>	<b>24,878.53</b>	<b>44.81%</b>
<b>Income</b>	<b>60,790.54</b>	<b>51,083.00</b>	<b>24,863.29</b>	<b>2,683.44</b>	<b>52.38</b>	<b>5.70</b>	<b>2,741.52</b>	<b>27,604.81</b>	<b>54.04%</b>
<b>Balance expenditure-income</b>		<b>4,437.00</b>	<b>-9,446.95</b>	<b>2,194.44</b>	<b>3,672.41</b>	<b>853.82</b>	<b>6,720.67</b>	<b>-2,726.28</b>	

<b>Bank:</b>	Current a/c	10,182.25	<b>Balance:</b>	as at 1 Apr	36,641.99
	Deposit a/c	29,084.57		Plus: income	27,604.81
	A/c no 3	101.45		Less: payments	24,878.53
	<b>Total</b>	<b>39,368.27</b>		<b>Total</b>	<b>39,368.27</b>