

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 8 APRIL 2019 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors John Roberts (Chairman)
 Colin Falla
 Margaret Hogg
 Andrew Jeanes
 Pat Pardoe
 Chris Pearson
 Malcolm Reid
 Barbara Rich

In Attendance: Caro Slaymaker (Parish Clerk)
 Cllr Julie Pay (SDC)
 Five members of the public

Public Session

A resident of Mill Lane asked if there was progress with the problem of speeding traffic on Mill Lane. The Chairman said that the closure of the A358 was part of the explanation of the increased traffic. He had written to HPC to try to identify if any of the traffic was coming to Nether Stowey that should properly be using the Williton Park and Ride. The outage at B station and work at A-station meant there were more workers there. He had also spoken to the local police team. The comment was the same as previously – there were no resources to police the traffic and it was unlikely that they would be able to deploy Traffic Officers. The next option would be to look at traffic calming measures, but he warned against speed bumps, which would be noisy. Unfortunately, despite the improvements use of Palmers Path had tailed off during the winter, and was not available to get to/from the pre-school. Cllr Caswell had undertaken to take up the speed limit issue with Highways. The Council would continue to work to find some kind of solution. He suggested also that she attend the beat surgery o Saturday 13 April and speak directly to the attending officer, as this might help with pressure.

5347 Apologies

Apologies had been received from Cllr Ferriday (away). The absence was **approved**.

5348 Declarations of Interest

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

5349 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 11 March were **approved** as a true record and signed by the Chairman.

5350 District and County Council Liaison

Owing to election purdah Cllr Pay gave no report.

5351 Grant to the Thomas Poole Library Nether Stowey

Mr Stacey, Chair spoke on behalf of the Thomas Poole Library. Cllr Falla advised that provision had been agreed at the time the budget was prepared, but it should be noted that any award this year should not be taken as a precedent in future years. It was **agreed to award a grant of £1,200** (proposed Cllr Reid, seconded Cllr Jeanes, all in favour).

5352 Parking

The Chairman summarised the position to date. Cllr Reid said as a concept was a good idea, but would require a lot of research work. Cllr Rich expressed concern that there were other parts of the village that suffered similar difficulties and would expect that this sets a precedent in terms

of resources. Cllr Pearson felt that it was important to at least make a start. It was **agreed to issue the draft in the revised version circulated** (proposed Cllr Reid, seconded Cllr Hogg, no objections). Cllr Pearson would take on delivery.

5353 Annual Parish Meeting

The Annual Parish Meeting would be held on Monday 20 May at 7pm at the Village Hall. It had been agreed that Strongvox Development would attend with a display and to provide a further consultation opportunity for residents.

5354 End of Financial Year and Audit 2018/19

The final Budget and Reserves Reports for the full financial year were noted. Copies of the reports are appended to the minutes.

The draft Annual Accounts report had been circulated. It was noted that this report was unadited and may be subject to change.

The audit schedule was noted. The period set for the Public Examination of the Accounts was 17 June – 26 July inclusive. The deadline for submission was 30 June.

5355 Financial Management

The Annual Budget for 2019/20, as approved at the Parish Council meeting on 10 December 2018 was noted.

5356 Expenditure

Expenditure incurred since the Parish Council meeting of 11-31 March:

Date	Payee Name	Cheque	Amount	Transaction Details
15 Mar	Santander	DD	2.50	Transaction charges a/c 3
12 Mar	Cllr Colin Falla	122096	39.99	Safety Boots min no 5016 June 2017
14 Mar	Somerset ALC	122097	378.99	SALC/NALC Affiliation fees 2018/19
15 Mar	Mrs M A Catchpole	122098	34.48	Mileage claim Oct-March
19 Mar	Post Office Ltd (NS)	card	17.94	24 x 2 nd Class, 6 x 1 st Class Stamps
20 Mar	Mr P J Addicott	122099	350.00	Office Rent to 21 April
20 Mar	Wilko	card	16.00	Office Stationery
20 Mar	Office Payroll	122100-03	2,433.55	March Office Payroll
21 Mar	EDF Energy	122104	91.47	Unmetered Clock Tower Electricity
21 Mar	Sedgemoor DC	122105	97.66	Cemetery bin Service Oct 18-Mar 19
21 Mar	Sedgemoor DC	122106	223.09	Playing Field bins Jan-Mar 19
25 Mar	Morrisons	card	7.99	P C Office Supplies
25 Mar	Clerk (for Alletsons Sols)	122107	5.00	Statuary Declaration, office lease
25 Mar	G W B Services	122108	1,383.00	Village Maintenance Feb Mar 19
28 Mar	Bank transfer to a/c 3	122109	100.00	Transfer of funds from current a/c
28 Mar	Bank transfer to a/c 1	280319	4,000.00	Transfer from deposit account
29 Mar	Pest Control	122110	180.00	Moles control at cemetery
31 Mar	Norton	card	79.99	Norton internet security renewal
TOTAL 19-31 Mar 2019			£9,441.65	

Expenditure incurred since the Parish Council meeting of 1-8 April:

Date	Payee Name	Cheque	Amount	Transaction Details
1 Apr	EDF Energy	DD	15.00	Public Toilets Electricity
1 Apr	Sedgemoor DC	DD	785.60	Castle Street Car Park Rates
3 Apr	E Martin Computers	DD	28.34	Office Website maintenance contract
4 Apr	EDF Energy	DD	8.00	Clock Tower Electricity
8 Apr	BT Business	DD	52.24	Office Telephone and Broadband
TOTAL 1-8 Apr 2019			£ 881.18	

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

Cllr Pay left the meeting

5357 Bank Reconciliation

Cllr Falla would carry out the end of year bank reconciliation on Wednesday. The last statement required had been received that morning. The Clerk would circulate the reports after.

5358 Direct Debits

The current list of Direct Debits was reviewed and **approved**. It was **agreed** that the Clerk should set up a standing order for the office rent and direct debits for utilities.

5359 Planning

Planning Ref: 36/19/00009 –Castle Hill House, Castle Hill, Nether Stowey

Proposal: 3 no Holm Oak trees – reduce to approximately 12 metres

Response: No objection

5360 Highways

Wessex Water and Highways had both visited the flooded drains at the junction of St Mary Street and the A39. It was hoped that work was being planned.

Castle Street would be partially closed in the area of the car park and Tanyard from 15 April for 5 days for water works. Wessex Water had confirmed that access to private properties would be maintained and would confirm if access to the car park could be maintained. Signs had been posted warning that the car park might have to close.

Mill Lane would be partially closed between Coleridge Road and Lime Street for BT works for 3 days from 10 May. Work would be carried out between 9.30am and 3.30pm only and the road would then be reopened each day.

The Clerk would report broken retaining slabs on Lime Street and a broken drain surround in Mill Lane.

5361 Chairman's Report

The Chairman announced that the Parish Office would be closed on Friday 12 April (staff training/leave); Good Friday and Easter Monday (19 and 22 April) and for the Public Holiday on 6 May.

The Returning Officer had confirmed that the Parish Council election was uncontested. The nine nominees were therefore elected as Parish Councillors and there would be no vote on 2 May. The District Council election would take place as scheduled.

Following representations by the Working Group, it was confirmed that Strongvox would hold two public consultation events in connection with their plans for the Cricketer Farm site. The

first event would be held on Wednesday 8 May at the Church Centre from 4-8pm. Representatives would be present to answer questions and visitors could leave their feedback. The second event would be similar and would precede the Annual Parish Meeting as mentioned earlier. Cllr Reid would report separately on the activities of the Working Group. The Chairman had been invited to open the Village Hall Spring Market on Saturday 13 April.

5362 Clerk's Report

The Clerk had given members a post-election pack containing Declarations of Acceptance of Office which needed to be completed before the next meeting on 13 May and forms for Declaration of Interests and Election expenses. Members were reminded to return these by the due dates.

5363 Parish Council Representatives on outside bodies

Cricketer Farm: Cllr Reid reported that the Group had met with Strongvox representatives on 14 March at which Strongvox had shown more detail of their plans for the site. The Council had subsequently written to Strongvox to comment on their plans, welcoming the plans to provide a safe junction/crossing but expressing concern about the additional number of houses above that given consent in the outline planning permission and the consequent impact this would have on the village. No reply had been received. Strongvox would shortly be sending details of their online consultation and at the Council's request had agreed to hold public events (see above). It was noted that there no notification of a formal planning application had been given.

Review of Local Organisations: Cllr Pearson reported that purdah restrictions had prevented any progress.

Village Hall/Recreation Ground: Cllr Rich reported that representatives of the CIO and others had met to discuss the process for securing grant funding for the new Stowey Centre. The AGM for the CIO would take place on Monday 17 June and there would be an information stand at Party in the Park.

The Village Hall finances were "grim" with expenditure considerably outstripping income in recent months. However they had raised £500 at the quiz on Saturday.

The Spring Market would be held on Saturday 13 April and would hopefully make a profit. Film nights had been doing well, with 67 attending Bohemian Rhapsody.

Active Living: had had good attendance.

SSG: Cllr Reid had attended the meeting on 8 March. The outage at B Station and specialist work at A Station meant a lot of extra people on site and a lot of extra vehicle movements. It was expected that the new ILW storage facility would be completed in June, and there would subsequently be an application to bring in waste from stations elsewhere. It was expected that new arrangements would be able to reduce storage time.

At the Community Forum meeting on 7 February it was reported that there are now 7,000 employees and 3,000 apprentices. The tunnel boring machine would start work in the first quarter of 2020. Grants had been given to Watchet Harbour and Clevedon Pier. Completion date was still planned for 2025. The coastal path would reopen at the end of 2019.

Footpaths: Cllr Falla had attended the last Stowey Walking meeting. The Somerset Health Initiative were taking over "Walking for Health" but the group would not otherwise change. Bill Jenman from the AONB had given a presentation. The Walking Festival would take place and Stowey Walking had held a coffee morning to raise funds towards the costs.

5364 Forthcoming Events

The Parish Office will be closed on:

- Friday 12 April
- Easter: Friday 19 April, Monday 22 April
- Monday 6 May

Meetings and events

Fri 12 Apr	SALC Clerk's briefing	Somerton	10am	CS
Sat 13 Apr	Beat Surgery	Tea Rooms	4-5pm	
Wed 8 May	Cricketer Farm public consultation	Church Centre	4-8pm	

5365 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 13 May at 7 pm at Nether Stowey Village Hall.

The Annual Parish Meeting will be on Monday 20 May at 7pm at Nether Stowey Village Hall.

The meeting closed at 8.10 pm

Budget Report as at 31 March 2019

Income

Code	Account	Budget 2018/19	Revised budget	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Revised budget
1002	Allotment Rental	100.00	100.00	0.00	0.00	100.00	0.00	100.00	100.00%
1003	Council Tax Grant	1,214.00	1,214.00	607.00	607.00	0.00	0.00	1,214.00	100.00%
1004	Bank Interest	189.00	160.00	0.03	0.02	0.00	160.03	160.08	100.05%
1006	Cemetery Income	1,300.00	2,420.00	360.00	1,030.00	485.00	545.00	2,420.00	100.00%
1009	Miscellaneous Grants	0.00	-	0.00	0.00	0.00	0.00	0.00	**
1011	Precept	47,720.00	47,720.00	23,860.00	23,860.00	0.00	0.00	47,720.00	100.00%
1012	Printing & Copying	550.00	310.00	26.26	42.52	95.95	145.63	310.36	100.12%
1016	Village Trail Booklet	10.00	10.00	10.00	0.00	0.00	0.00	10.00	100.00%
1999	Misc Receipts	0.00	-	0.00	0.00	0.00	0.00	0.00	**
115	VAT Refunds	0.00	-	0.00	2,219.13	0.00	468.40	2,687.53	**
Subtotal Income For Year		51,083.00	51,934.00	24,863.29	27,758.67	680.95	1,319.06	54,621.97	105.18%

Expenditure

Code	Account	Budget 2018/19	Revised budget	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Revised budget
Parish Office									
4101	Office Equipment	100.00	-	0.00	0.00	0.00	0.00	0.00	**
4102	Parish Council Office Rent	3,100.00	3,438.00	803.33	1,507.00	768.41	358.99	3,437.73	100.23%
4103	Postage	75.00	66.00	6.00	13.92	13.92	31.86	65.70	99.55%
4104	Stationery	150.00	99.00	0.00	41.24	35.43	22.00	98.67	99.67%
4105	Telephone & Internet	410.00	513.00	110.22	139.88	131.42	131.08	512.60	99.92%
4106	Website + IT costs	628.00	566.00	70.86	219.86	70.86	204.18	565.76	99.96%
4108	Printing costs	900.00	422.00	0.00	304.98	53.60	63.55	422.13	100.03%
4109	Office Miscellaneous	0.00	27.00	0.00	0.00	0.00	27.40	27.40	101.48%
TOTAL Parish Office		5,363.00	5,123.00	990.41	2,226.88	1,073.64	839.06	5,129.99	100.14%

Code	Account	Budget 2018/19	Revised budget	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Revised budget
Staff Costs									
4201	Salaries	29,137.00	29,183.00	7,296.64	7,291.66	7,293.65	7,300.65	29,182.60	100.00%
4204	Staff travel and expenses	80.00	73.00	14.85	23.73	0.00	34.48	73.06	100.08%
4205	Staff Training	45.00	105.00	0.00	20.00	0.00	85.00	105.00	100.00%
TOTAL Staff Costs		29,262.00	29,361.00	7,311.49	7,335.39	7,293.65	7,420.13	29,360.66	100.00%
Administration & Finance									
4301	Audit Fees	625.00	625.00	325.00	0.00	300.00	0.00	625.00	100.00%
4302	Bank charges	10.00	10.00	1.20	0.00	1.90	6.60	9.70	97.00%
4303	Chairman's Honorarium	250.00	250.00	250.00	0.00	0.00	0.00	250.00	100.00%
4304	Councillors' Expenses	0.00	28.00	28.20	0.00	0.00	0.00	28.20	100.71%
4305	Councillors' Training	0.00	-	0.00	25.00	0.00	0.00	25.00	**
4307	Insurance	1,215.00	1,168.00	1,167.92	0.00	0.00	0.00	1,167.92	99.99%
4308	Statutory Fees	35.00	35.00	0.00	0.00	35.00	0.00	35.00	100.00%
4309	Subscriptions	555.00	564.00	10.00	0.00	175.00	378.99	563.99	100.00%
4310	Village Hall Hire	329.00	281.00	67.50	45.00	73.00	95.00	280.50	99.82%
4313	Legal Fees	0.00	5.00	0.00	0.00	0.00	5.00	5.00	100.00%
TOTAL Administration & Finance		3,019.00	2,966.00	1,849.82	70.00	584.90	485.59	2,990.31	100.82%
Cemetery									
4402	Cemetery Rates	155.00	166.00	166.45	0.00	0.00	0.00	166.45	100.27%
4403	Maintenance + bins	3,266.00	3,489.00	850.00	1,003.00	456.38	1,179.38	3,488.76	99.99%
TOTAL Cemetery		3,421.00	3,655.00	1,016.45	1,003.00	456.38	1,179.38	3,655.21	100.01%
Community Services									
4501	Christmas Tree & Lights	350.00	350.00	0.00	0.00	50.00	0.00	50.00	14.29%
4502	Allotment	100.00	100.00	0.00	0.00	0.00	100.00	100.00	100.00%
TOTAL Community Services		450.00	450.00	0.00	0.00	50.00	100.00	150.00	33.33%

Code	Account	Budget 2018/19	Revised budget	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Revised budget
Neighbourhood Plan									
4520	Neighbourhood Plan	0.00	-	0.00	0.00	0.00	0.00	0.00	**
4521	Neighbourhood Plan Grant	0.00	-	967.41	0.00	0.00	0.00	967.41	**
TOTAL Neighbourhood Plan		0.00	-	967.41	0.00	0.00	0.00	967.41	**
CANS									
4503	CANS	0.00	-	0.00	0.00	0.00	0.00	0.00	see EMR 325
TOTAL CANS		0.00	-	0.00	0.00	0.00	0.00	0.00	**
Village Maintenance									
4601	A39 Verge	700.00	952.00	272.00	204.00	136.00	340.00	952.00	100.00%
4602	Clock Tower Maintenance	275.00	481.00	0.00	0.00	306.24	0.00	306.24	63.67%
4603	Clock Tower Electricity	390.00	442.00	82.95	76.94	106.17	176.22	442.28	100.06%
4604	General Maintenance	350.00	199.00	31.86	1.60	11.00	342.60	387.06	194.50%
4605	Old Gaol + The Cross	250.00	139.00	0.00	32.25	67.50	39.50	139.25	100.18%
4606	Palmers Path	455.00	485.00	51.00	72.75	124.00	237.75	485.50	100.10%
4607	Public Seating	100.00	100.00	0.00	0.00	500.00	271.00	771.00	771.00%
4608	Public Footpaths	30.00	63.00	0.00	16.04	0.00	47.16	63.20	100.32%
4609	Dog Bins	1,470.00	1,435.00	348.40	529.10	185.90	371.80	1,435.20	100.01%
4610	Coleridge Road	150.00	195.00	59.50	34.00	68.00	34.00	195.50	100.26%
4611	Millennium Wood	60.00	-	0.00	0.00	0.00	0.00	0.00	**
4612	Plot 173	175.00	340.00	0.00	340.00	0.00	0.00	340.00	100.00%
4613	Mill Lane/Lime Street	200.00	655.00	8.50	68.00	0.00	578.00	654.50	99.92%
TOTAL Village Maintenance		4,630.00	5,486.00	854.21	1,374.68	1,504.81	2,438.03	6,171.73	112.50%
Castle Street Toilets and Car Park									
4701	Castle St Toilets Cleaning	3,465.00	3,303.00	553.00	825.00	275.00	1,650.00	3,303.00	100.00%
4702	Castle St Toilets Electricity	250.00	179.00	48.00	32.67	54.00	44.09	178.76	99.87%
4703	Castle St Car Park/Toilets Rates	650.00	703.00	703.10	0.00	0.00	0.00	703.10	100.01%
4704	Castle St Toilets Repairs	100.00	17.00	0.00	17.00	0.00	0.00	17.00	100.00%

Code	Account	Budget 2018/19	Revised budget	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Revised budget
<i>Castle Street Toilets and Car Park cont'd</i>									
4705	Castle St Toilets Water	440.00	421.00	196.25	0.00	224.40	0.00	420.65	99.92%
4706	Castle St Car Park maintenance	370.00	396.00	51.00	56.00	158.75	130.00	395.75	99.94%
4709	Castle St toilets/car park other	0.00	-	232.18	0.00	0.00	0.00	232.18	**
TOTAL Castle Street Toilets		5,275.00	5,019.00	1,783.53	930.67	712.15	1,824.09	5,250.44	104.61%
Grants									
4801	Miscellaneous Grants	500.00	500.00	0.00	0.00	100.00	267.20	367.20	73.44%
4803	Playing Field	1,800.00	1,800.00	373.33	0.00	1,426.67	0.00	1,800.00	100.00%
4805	Village Hall Maint Grant	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00	1,800.00	100.00%
TOTAL Grants		4,100.00	4,100.00	373.33	0.00	3,326.67	267.20	3,967.20	96.76%
Capital Expenditure									
TOTAL Capital Expenditure		0.00	-	0.00	0.00	0.00	0.00	0.00	**
VAT Account									
515	VAT Paid	0.00	-	269.69	192.85	296.34	211.40	970.28	**
Total Expenditure		55,520.00	56,160.00	15,416.34	13,133.47	15,298.54	14,698.22	58,626.56	104.39%
Total Income		51,083.00	51,934.00	24,863.29	27,758.67	680.95	1,319.06	54,621.97	105.18%
Balance expenditure-income		4,437.00	4,226.00	-9,446.95	-14,625.20	14,617.59	13,379.16	-4,004.59	

Bank: Current a/c 7,253.80
Deposit a/c 25,244.58
A/c no 3 139.02 = **32,637.40**

Balance: as at 1 Apr 36,641.99
Plus: income 54,621.97
Less: payments 58,626.56 = **32,637.40**

RESERVES ACCOUNTS FOR YEAR TO 31 MARCH 2019

Account	Balance at 1 Apr 2018	Debit	Credit	Transfers	Balance at 31 Mar 2019
321 Elections Reserve	1,477.00				1,477.00
322 Payroll Reserve	786.59	25.00			761.59
323 Grants Reserve	25.00	117.20	250.00	+ 300.00	457.80
324 Neighbourhood Plan	967.41	967.41			0.00
325 CANS Reserve	2,886.47			+ 674.51	3,560.98
326 May Fair from prev years	300.00			- 300.00	<i>now closed</i>
327 Oral History Reserve	328.46				328.46
329 Youth Services Reserve	374.51			-374.51	<i>now closed</i>
330 Service Devolution Reserve	6,047.50	188.00			5,859.50
331 Millennium Wood	122.16			-122.16	<i>now closed</i>
332 Castle St Car Park/Toilets	499.68	232.18		-267.50	<i>now closed</i>
334 Community Transport	300.00			-300.00	<i>now closed</i>
335 Parish Office	1,150.57				1,150.57
336 War Memorial Maintenance	2,000.00				2,000.00
337 Village Maintenance	5,907.44	754.00	558.00	+ 389.66	6,101.10
338 Lime St/Mill Lane	6,425.00				6,425.00
	29,597.79			Nett spend £ 1,475.79	28,122.00
310 General Reserve**	7,044.20			Nett spend £ 2,528.80	4,515.40
Bank Balance at 1 April 2018	36,641.99	= Bank Balance at 31 March 2019			32,637.40