

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 13 MAY 2019 AT 7.00pm
IN THE VILLAGE HALL

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

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

Public Session

The Chairman welcomed everyone to the meeting. He proposed that agenda item 7 (District Liaison) would be brought forward to after the public Session to enable Cllr Pay to leave for meetings elsewhere. This was agreed.

One member of the public informed the Parish Council that he had been advised that there was a difficult of too many small applications from Nether Stowey, and that the Somerset Community Foundation wanted some kind of co-ordination. Since they were reluctant to provide details of applicants it was not clear how this might be achieved. This would also be raised at the Annual Parish Meeting when, it was hoped, there would be representatives of many of those groups involved.

Another resident thanked the Chairman for his swift response on the traffic speed problem at Hack Lane. The Chairman said that he would report now on a meeting he had had with representatives of Highways, since this was pertinent to another resident attending. He, with Cllrs Ferriday and Reid had had a productive meeting with the Highways engineer. A speed survey would be carried out. Options that might then be considered were "slow" markings on the road, a temporary 20mph speed limit indicated by flashing light units that would work during peak school hours. The engineer had ruled out physical options such as speed bumps or chicanes, as it is a bus route and the area is too narrow. She would also assess the requirement to extend the 30mph zone at Jacksons Lane to extend to (possibly) just beyond the Castle Hill junction, which would cover the main settled areas.

5366 District Council Liaison

Cllr Pay reported that Sedgemoor was reorganising after the election, and they would know Committee appointments by June. Officers continued to work as normal, but members were in a slightly awkward position temporarily.

5367 Declarations of Acceptance of Office

The Clerk confirmed that she had received Declarations from all Councillors who had been elected on 2 May.

5368 Apologies

Apologies had been received from Cllrs Ferriday and Reid (both away). Their absences were **approved**.

5369 Declarations of Interest

Cllr Rich declared an interest in item 14 (Village Hall and Recreation Ground CIO). Cllr Jeanes declared an interest in item 9 (Licencing).

5370 Election of Chairman

Cllr Roberts was elected as Chairman for the forthcoming year. He signed the Declaration of Acceptance of Office of Chairman.

5371 Election of Vice-Chairman

Cllr Ferriday was elected as Vice-Chairman for the forthcoming year.

Cllr Pay left the meeting

5372 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 8 April were **approved** as a true record and signed by the Chairman.

5373 Planning

Planning Ref: 36/19/00011 – Millburn, Jackson Lane, Nether Stowey

Proposal: Outline application with some matters reserved, for the erection of a dwelling and formation of access and parking

Response: **Object:** *Overbearing - the Parish Council considers that even a proposed single storey building at the current ground levels would be overbearing/visually dominant. This could be overcome if the building was set a lower level similar to that agreed for the neighbouring site at Quantock Close (application ref 36/16/00027).*

Highways Safety - the Parish Council is concerned that the site access point is too close to the junction with Jacksons Lane and blind bend on to a stretch of road with no pedestrian footway. The situation could be mitigated if the access was moved further along Mill Lane away from that junction.

Planning Ref: 36/19/00010 – 6 Mill Close, Nether Stowey

Proposal: Conversion of existing garage to living accommodation and erection of a single storey extension to rear (South West) on site of existing conservatory.

Response: **No Objection:** *the Parish Council would recommend a condition to prevent any further development at the front of the property that would reduce further the availability of off-street parking.*

Cllr Jeanes withdrew from the meeting

5374 Licencing: variation of Licence, Inwood Farm

Response: **No objection**

Cllr Jeanes rejoined the meeting

5375 Parish Council Meetings

The schedule for future meetings was **approved**.

5376 Parish Council Governance

The Code of Conduct and Standing Orders were **approved** with no changes.

It was **agreed to adopt** the Financial Regulations with the amendment to paragraph 2.2.

5377 Appointment of Committees and Working Groups

Membership of Committees and Working Groups was **approved** (proposed Cllr Jeanes, seconded Cllr Hogg).

5378 Appointment of Representatives to Outside Bodies

Appointments were **approved** (proposed Cllr Jeanes, seconded Cllr Hogg).

Note: Details of all appointments are appended to the minutes.

5379 Appointment of Trustee to Nether Stowey Village Hall and Recreation Ground CIO

It was **agreed** to appoint Cllr Jeanes as the Parish Council's nominated Trustee (proposed Cllr Hogg, seconded Cllr Pearson).

5380 Financial Management

The Budget Report for the period to 10 May was **noted**. A copy of the report is appended to these minutes.

5381 Expenditure

Expenditure incurred since the Parish Council meeting 8 April:

Date	Payee Name	Cheque	Amount	Transaction Details
10 Apr	Somerset Association of Local Councils	122111	60.00	Audit Training Cllrs Roberts and Falla
10 Apr	Sedgemoor DC	DD	63.30	Rates on Cemetery
10 Apr	The Thomas Poole Library	122112	1,200.00	Grant Min No 5351/Apr 2019
15 Apr	Currys PC World	CARD	5.98	Flash drive
15 Apr	Santander	DDR	1.20	Charges on A/C 3
15 Apr	Glasdon UK Ltd	122113	47.51	Replacement slat for bench Mill Lane
15 Apr	Mr W J Roberts	122115	21.60	Mileage to Somerton (training)
16 Apr	Mr P J Addicott	122114	350.00	Office Rent
18 Apr	Office Payroll	122116-19	2,504.69	Office payroll April 19
24 Apr	Sedgemoor DC	122120	780.00	Legal Fees, office lease
1 May	EDF Energy	DDR	15.00	Public Toilets Electricity
3 May	EMartin Computer Svs	DDR	28.34	Website Maintenance Contract
4 May	EDF Energy	DDR	8.00	Clock Tower Electricity
7 May	Clarity Copiers	122121	164.08	Photocopier charges
7 May	NS Village Hall	122122	25.00	Hire of Club Room 14 April 19
10 May	BT Business	DDR	52.08	Telephone and Broadband charges
10 May	Sedgemoor DC	DDR	62.00	Rates on Cemetery
10 May	Nether Stowey Twinning	122124	5.00	Annual Subscription
10 May	BT Phone Shop	CARD	79.99	Telephones for Office
10 May	Mr MW Slaymaker	122125	139.33	Repair work to side of brook, remove modify and replace office sign
Bank transfer				
8 May	From a/c 1 to a/c 3	122123	150.00	For future debit card transactions
TOTAL			£5,763.10	

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

5382 Bank Reconciliation

Cllr Hogg had carried out the bank reconciliation and voucher on 13 May and confirmed she was satisfied that all was in order.

5383 Highways

The Chairman had reported earlier about his meeting with Highways regarding Mill Lane and Jacksons Lane.

Although Highways had confirmed that they would clean the drains at the St Mary Street junction, there was still a problem and the Clerk would pursue.

5384 Chairman's Report

Office lease – now complete with effect from 17 April. GTH do not want to pay for advertising, but donated the window display kit. The building sign had been modified.

Cricketer Farm: about 130-150 people attended. It appeared to be useful. The general feeling he had picked up was that 110 too many more than the outline, but there was mainly acceptance that economic viability and the cost of the junction made it necessary. Also the possible alternative of a more unsympathetic development company would mean more houses rather than fewer. He had a discussion with the school head teacher. Obviously, the school will be affected. He had followed this up with a call to the Chairman of the Governors' Board. As members would recall, this had been raised in a meeting with the head teacher December in a call in March. The problems are not insurmountable. Rather than looking at this in a negative it could be seen as an opportunity to put forward a strong argument for a new school in Nether Stowey. With Council's agreement, he would like to pursue this possibility in collaboration with other stakeholders and landowners of possible sites. This was **agreed**.

The Parish Office had received an anonymous complaint about residents using police cones to reserve parking spaces. Police have confirmed that this would be classed as wilfully obstructing the highways and the people could be issued a ticket for doing so by the council, highways (fixed penalty notice) or by the police (Traffic Offence Notice).

As this was the first meeting of the new Council quadrennium, he took the opportunity to remind members of their obligations laid down by the Code of Conduct and Standing Orders.

5385 Clerk's Report

The Quantock Medical Centre had requested a variation to their approved Grant, as they had changed their plans, and no longer wished to build raised beds. They would like to use the grant for other equipment, such as a polytunnel. It was **agreed** to allow this variation, with a condition that funds be claimed by 30 June.

5386 Representatives' and Other Reports

Village Hall/Recreation Ground: Cllr Rich reported that the Village Hall was still struggling financially. The toddlers group were also struggling with numbers and the Hall Committee had therefore agree to a reduced rate to help. There would be another quiz in September – the last quiz and the Spring Market had raised about £800 between them. The income from the cinema is inconsistent. Quantock Players make a welcome return this year and this will provide a boost.

The (joint) CIO would hold an information evening on 3 June and the AGM would be held on 17 June. All households are receiving information and a formal invitation to become members.

The Playing Field side was doing better – Party in the Park is on 8 June. The young football teams were doing very well.

The VH and RG committee will continue to be run as at present and a Stowey Centre Project team is being formed to take forward the new facility. Details will also be shared at the Annual Parish Meeting next week.

Hinkley Point: Cllr Reid was absent, but had attended the Transport Forum meeting and he had sent a report which the Chairman read his report as follows:

- First vessel on jetty expected 27/5, 80% of concrete constituents (sand, aggregate etc) will be delivered via the jetty when up to speed.

- The world's biggest crane is currently at Avonmouth (known as Big Carl) and will be moved to HPC by > 300 standard artic loads starting in June.
- Nether Stowey HPC bus run and Quantock Lakes amounts to 8% of total bussed staff.
- The community bus routing within Minehead has been amended slightly from 6/5 to include a stop for Lidl/ Morrisons etc.
- An extensive programme of road safety enhancements around and in Bridgwater using S106 money starts this week lasting up to two years. Inevitably there will be some inconvenience.

The Chairman would attend the Community Forum and SSG meetings later in the week.

Footpaths: Cllr Falla had no report, as there had been no general Stowey Walking meeting.

Library: Cllr Pearson had attended the first meeting which had been largely about working out training schedules and other administrative matters. They would continue their evening events, and the next meeting would be on 14 May.

Cllr Pearson said he had made no progress on his review of local organisations

5387 Forthcoming Events

The Parish Office will be closed on:

- Monday 27 May

Meetings and events

Wed 20 May	Cricketer/Strongvox consultation	Village Hall	6pm	
followed by	ANNUAL PARISH MEETING		7pm	
Thurs 16 May	Community Forum	Cannington College	7pm	JR
Fri 17 May	SSG meeting	Canalside Bridgwater	10am	JR

5388 Next Parish Council Meeting

The next Parish Council meeting will be on Monday 10 June at 7 pm at Nether Stowey Village Hall.

The meeting closed at 8.10 pm

Budget Report as at 10 May 2019

Income

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	First quarter	Total spent to date	% Revised budget
1002	Allotment Rental	100.00	100.00			0.00	0.00	0.00%
1003	Council Tax Grant	1,214.00	0.00			0.00	0.00	**
1004	Bank Interest	160.08	85.00	0.01	0.01	0.02	0.02	0.02%
1006	Cemetery Income	2,420.00	1,500.00			0.00	0.00	0.00%
1012	Printing & Copying receipts	320.36	225.00	5.95	15.40	21.35	21.35	9.49%
1011	Precept	47,720.00	53,059.00	26,529.50		26,529.50	26,529.50	50.00%
Subtotal Income		54,621.97	54,969.00	26,535.46	15.41	26,550.87	26,550.87	48.30%

Expenditure

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	First quarter	Total spent to date	% Revised budget
Parish Office								
4101	Office Rent, rates + supplies	3,437.73	4,115.00	350.00		350.00	350.00	8.51%
4102	Office utilities	0.00	3,280.00			0.00	0.00	0.00%
4103	Postage	65.70	55.00			0.00	0.00	0.00%
4104	Stationery + equipment	98.67	250.00	4.99	66.66	71.65	71.65	2.00%
4105	Telephone & Internet	512.60	552.00	43.53	43.40	86.93	86.93	15.75%
4106	Website + IT costs	565.76	628.00	23.62	23.62	47.24	47.24	7.52%
4108	Printing costs	422.13	650.00		136.73	136.73	136.73	21.04%
TOTAL Parish Office		5,129.99	9,530.00	422.14	270.41	692.55	692.55	6.57%
Staff Costs								
4201	Salaries	29,182.60	30,086.00	2,504.69		2,504.69	2,504.69	8.33%
TOTAL Staff Costs		29,360.66	30,196.00	2,504.69	0.01	2,504.69	2,504.69	8.29%
Administration & Finance								
4301	Audit Fees	625.00	625.00			0.00	0.00	0.00%
4302	Bank charges	9.70	5.00	1.20		1.20	1.20	24.00%
4303	Chairman's Honorarium	250.00	250.00			0.00	0.00	0.00%
4304	Councillors' Expenses + Training	53.20	-	81.60		81.60	81.60	**

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	First quarter	Total spent to date	% Revised budget
Administration & Finance continued								
4306	Elections	0.00	-			0.00	0.00	**
4307	Insurance	1,167.92	1,200.00			0.00	0.00	0.00%
4308	Statutory Fees	35.00	35.00			0.00	0.00	0.00%
4309	Subscriptions	563.99	615.00	5.00		5.00	5.00	0.00%
4310	Village Hall Hire	280.50	320.00		25.00	25.00	25.00	7.81%
4313	Legal Fees	5.00	-	650.00		650.00	650.00	**
TOTAL Administration & Finance		2,990.31	3,050.00	732.80	25.00	757.80	762.80	24.85%
Cemetery								
4402	Cemetery Rates	166.45	170.00	63.30	62.00	125.30	125.30	73.71%
4403	Maintenance + bins	3,488.76	3,236.00			0.00	0.00	0.00%
TOTAL Cemetery		3,655.21	3,406.00	63.30	62.00	125.30	125.30	3.68%
Community Services								
4501	Christmas Tree & Lights	50.00	50.00			0.00	0.00	0.00%
4502	Allotment	100.00	100.00			0.00	0.00	0.00%
TOTAL Community Services		150.00	150.00	0.00	0.00	0.00	0.00	0.00%
Neighbourhood Plan								
TOTAL Neighbourhood Plan		967.41	0.00	0.00	0.00	0.00	0.00	**
TOTAL CANS		0.00	0.00	0.00	0.00	0.00	0.00	**
Village Maintenance								
4601	A39 Verge	952.00	720.00			0.00	0.00	0.00%
4602	Clock Tower Maintenance	306.24	285.00			0.00	0.00	0.00%
4603	Clock Tower Electricity	442.28	350.00	8.00	8.00	16.00	16.00	4.57%
4604	General Maintenance	387.06	250.00			0.00	0.00	0.00%
4605	The Cross, Gaol and WM	139.25	150.00			0.00	0.00	0.00%
4606	Palmers Path	485.50	450.00			0.00	0.00	0.00%
4607	Public Seating	771.00	250.00	39.59		39.59	39.59	15.84%
4608	Public Footpaths	63.20	30.00			0.00	0.00	0.00%
4609	Dog Bins	1,435.20	1,470.00	348.40		348.40	348.40	23.70%

Code	Account	Outturn at 31 Mar 2019	Budget 2019/20	April 2019	May 2019	First quarter	Total spent to date	% Revised budget
Village Maintenance continued								
4610	Coleridge Road	195.50	160.00			0.00	0.00	0.00%
4612	Plot 173	340.00	175.00			0.00	0.00	0.00%
4613	Mill Ln/Lime St bank	654.50	200.00			0.00	0.00	0.00%
TOTAL Village Maintenance		6,171.73	4,490.00	395.99	8.00	403.99	403.99	9.00%
Castle St Toilets + Car Park								
4701	Castle St Toilets Cleaning	3,303.00	3,420.00			0.00	0.00	0.00%
4702	Castle St Toilets Electricity	178.76	265.00	15.00	15.00	30.00	30.00	11.32%
4703	Castle St Car Park Rates	703.10	705.00	785.60		785.60	785.60	111.43%
4704	Castle St Toilets Repairs	17.00	100.00			0.00	0.00	0.00%
4705	Castle St Toilets Water	420.65	420.00			0.00	0.00	0.00%
4706	Castle St Car Park maint	395.75	400.00			0.00	0.00	0.00%
TOTAL Castle St Toilets + Car Park		5,250.44	5,310.00	800.60	15.00	815.60	815.60	15.36%
Grants								
4801	Grants Pool	367.20	4,100.00			0.00	0.00	0.00%
4803	Library	0.00		1,200.00		1,200.00	1,200.00	**
TOTAL Grants		3,967.20	4,100.00	1,200.00	0.00	1,200.00	1,200.00	29.27%
TOTAL Capital Expenditure		0.00	0.00	0.00	0.00	0.00	0.00	**
VAT Account								
515	VAT Paid	983.61	0.00	222.02	54.08	276.10	276.10	**
Total Expenditure		58,626.56	60,232.00	6,341.54	439.49	6,781.03	6,781.03	11.12%
Total Income		54,621.97	54,969.00	26,535.46	15.41	26,550.87	26,550.87	48.30%
Balance expenditure-income		-4,004.59	5,263.00	-20,193.92	424.08	-19,769.84	19,769.84	= CYF

Bank: Current a/c 26,960.79
 Deposit a/c 25,244.58
 A/c no 3 201.87 = **52,407.24**

Balance: as at 1 Apr 32,637.40
 Plus: income 26,550.87
 Less: payments 6,781.03 = **52,407.24**

Nether Stowey Parish Council

