

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 9 MARCH 2020 AT 7.00pm
IN THE VILLAGE HALL

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

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

5512 Apologies

All Parish Councillors were present. Cllrs Pardoe and Reid needed to leave early for commitments elsewhere.

5513 Declarations of Interest

Cllr Rich declared an interest in the NS Village Hall and Recreation Ground.

5514 Public Session

No issues were raised

5515 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 10 February were **approved** as a true record and signed by the Chairman

5516 District Council Liaison

Cllr Pay reported that the District Council's budget had been approved at the Full Council meeting on 20 February. She said that this was a balanced budget with no cuts to public services; investment in priority services as well as focussing on the positive plans for the future, despite continued reductions in grants from central Government. Members voted to approve the Council Tax and Housing rents for 2020/2021 with an increase in council tax of £5 per year on a Band D. Priorities included:

- an increase in business rates to fund propriety services and keep Council Tax low,
- Funding for services cut by the County Council such as Citizens Advice Bureau and supported housing for the elderly (£160,000)
- work to reduce carbon emissions to become carbon-neutral by 2030 (additional £75,000)
- 107 new affordable homes in Bridgwater and Highbridge
- Investment in council homes (£7.5m)
- An additional £200,000 to the Homelessness Team for them to continue work in preventing homelessness.

Cllr Caswell reported that the County Council had also set their budget with unanimous support across the political parties. It was felt that the County Council had turned a corner and finances were better than they had been. He said a priority was adult social care and it was worth noting that 70% of the whole budget was used for this. It was hoped that the Green Paper on social care may help, particularly with the problem of people coming to the area to retire.

The Chairmen said that the Parish Council were concerned with a problem with a development. He summarised the background situation and the action to date and asked Cllrs Pay and Caswell to add their weight to the Parish Council's request for enforcement action. The Parish Council were aware of the sparse staffing in Enforcement and feared that no action would be taken with an increased risk of flooding to other residents in an already flood-prone area.

5517 Grant

It was **agreed** to award a partial Grant of £50 to Stowey Walking for the Walking Festival, since it was not clear whether there was any real benefit to the Parish in accordance with the Council's Grant Policy. (Proposed Cllr Reid, seconded Cllr Jeanes, all agreed).

5518 Office IT upgrade

It was **agreed** to subscribe to OneDrive for Business at approximately £40 per year so as to modernise the Council's data storage, improve access arrangements and ensure compliance with legislation.

5519 Financial Management

a) The Budget Report for the period to 6 March was **noted**.

b) Expenditure incurred since the Parish Council meeting on 10 February:

Date	Payee Name	Cheque	Amount	Transaction Details
11 Feb	NS Village Hall	122222	25.00	Hire of club room 13 Jan 2020
11 Feb	Stowey Green Spaces	122223	182.00	Grant Min No 5504, meeting 10 Feb
11 Feb	NS Village Hall & RG	122224	1,800.00	Grant Min No 5493, meeting 13 Jan
15 Feb	Santander	DDR	1.40	Bank Charges on a/c 3
16 Feb	P J Addicott	DDR	350.00	Office Rent Feb 2020
20 Feb	Office Payroll	122225-8	2,504.69	Office Payroll Feb 20
21 Feb	GWB Services	122229	676.75	Village Maintenance Jan 2020
1 Mar	EDF Energy	DDR	16.00	Public Toilets electricity
1 Mar	EDF Energy	DDR	77.00	Office Electricity
2 Mar	Harry Brooks	122230	320.00	Tree Topped in Palmers Path
3 Mar	E Martin Computers	DDR	28.34	Website contract
4 Mar	EDF Energy	DDR	9.00	Clock Tower Electricity
6 Mar	Ball Fire Protection	122231	32.40	Office Fire Extinguisher Inspection
6 Mar	Post Office	card	37.68	Stamps
Total			£6,060.26	

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

c) Cllr Pardoe had carried out the bank reconciliation and voucher check on 9 March and was satisfied that it was in order.

5520 Highways

It was noted that there were a huge number of potholes. Highways seemed to be working through them slowly. It was hoped that the gas main works in Castle Street would be finished shortly, as it was making the parking and traffic worse. The Clerk had received a letter listing a number of complaints in the South Lane area, including *inter alia* blocked drains, speeding, the conifer at Wilsons Close. The Clerk had passed it to Highways for action on the drains and to find out what progress had been made on the enforcement action as regards the tree (as

reported at the February meeting) and the Chairman had replied, explaining that despite the Parish Council's best efforts there was a continued problem of a lack of response or progress from the County Council on other matters mentioned.

Cllr Pardoe left the meeting to attend a meeting elsewhere

5521 Reports

a) Chairman's Report

Mr Dave Hall had retired from Fire Service after 25 years. The Chairman proposed a vote of thanks for all Dave has done for the community with unanimous agreement, and the Clerk was asked to send a letter of thanks to him.

The Chairman and Cllr Ferriday had attended a meeting with Andrew Reading. They had raised the matter of the development and drainage at Quantock Close (as above), followed up progress on the Neighbourhood Plan (it was hoped that Sedgemoor would approve it for Inspection next week) and the Cricketer Farm development.

The Chairman had also attended the SSG meeting and spoke about the progress decommissioning A station. Meeting details are available at <https://magnox socioeconomic.com/ssg.php?site=hinkley-point-a> and the minutes will be available shortly.

Cllr Reid and Cllr Pay left the meeting

b) Clerks Report

The works at the office had been completed. She confirmed that the landlord had met all costs, but, as agreed, the Parish Council had bought paint to refresh the two main rooms and the premises had been thoroughly cleaned. The work had mainly been done by staff and the Chairman with help from others.

She had attended the Sedgemoor Conversation meeting about housing with Cllrs Ferriday and Pardoe. Mr Harvey had given an excellent overview of the housing situation.

She had received a complaint from a resident of Meadow Close about the neglected school land which was causing problems including damage to her property. Cllr Caswell had also been trying to get something done with Cllr Purbrick (SCC Cabinet Member for Education).

c) Members Reports

NS Village Hall and Recreation Ground: Cllr Rich reported that there would be no party in the Park in 2020, but the Committee would hold a number of smaller more manageable events such as a Dog Show, a New Years Eve party etc. The Village Hall had made a heavy loss (about £800) on the last month's accounts. There were still roof repairs, and (possibly) fire inspection work to pay for. Film night had made about £200, there would be a quiz on 18 April. Hiring rates would be rationalised and increased. The AGM would be held on 19 May.

NS VH and RG Trustees meeting: Cllr Jeanes said the Trustees had agreed to appoint a surveyor to progress the planning application for the Village Hall site. They hoped to have something to show the Parish Council before the CIO's AGM on 19 May. He confirmed that the CIO could not continue to put money into the Village Hall and they would have to close it.

Active Living: Cllr Hogg said that attendance had been low last time, possibly due to the bad weather.

Hinkley Point: Cllr Roberts had reported on the SSG meeting. The next meetings are Transport Forum on 26 March and Community Forum in May.

Stowey Walking: Cllr Falla: Stowey Walking were joining forces with Stowey Green Spaces for a litter pick (a Walkers are Welcome

AONB JAC: The next AONB JAC meeting is in late April.

5522 Forthcoming Events

26 Mar	Transport Forum	The Green Wembdon	6pm	MR
26 Mar	Joint Parish Cluster	Bridgwater House	7pm	JR

5523 Next Parish Council Meeting

The next meeting will be held on **Monday 20 April** at 7pm at Nether Stowey Village Hall.

The meeting closed at 8.20 pm

Budget Report as at 6 March 2020

Income	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	Second quarter	Third quarter	Jan 2020	Feb 2020	Mar 2020	Fourth quarter	Total income to date	% Original budget
1002 Allotment Rental	100.00	100.00	0.00	0.00	100.00	-	-	-	0.00	100.00	100.0%
1003 Council Tax Grant	1,214.00	0.00	0.00	0.00	0.00	-	-	-	0.00	0.00	**
1004 Bank Interest	160.08	85.00	0.03	0.03	0.01	157.25	0.01	-	157.26	157.33	185.1%
1005 Comm Infrastructure Levy	0.00	0.00	0.00	0.00	2,483.62	-	-	-	0.00	2,483.62	0.0%
1006 Cemetery Income	2,420.00	1,500.00	360.00	545.00	340.00	95.00	-	30.00	125.00	1,370.00	91.3%
1009 Miscellaneous Grants	0.00	-	0.00	1,979.00	0.00	-	-	-	0.00	1,979.00	**
1011 Precept	47,720.00	53,059.00	26,529.50	26,529.50	0.00	0.00	0.00	0.00	0.00	53,059.00	100.0%
1012 Printing/Copying receipts	320.36	225.00	161.43	45.95	95.45	32.00	21.61	18.22	71.83	374.66	166.5%
1999 Misc Receipts	0.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
115 VAT Refunds	2,687.53	-	0.00	485.50	595.65	0.00	0.00	0.00	0.00	1,081.15	**
Total Income for Year	54,621.97	54,969.00	27,050.96	29,584.98	3,614.73	284.25	21.62	48.22	354.09	60,604.76	110.0%

Expenditure	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	Second quarter	Third quarter	Jan 2020	Feb 2020	Mar 2020	Fourth quarter	Total spent to date	% Original budget
Parish Office											
4101 Office Rent, + supplies	3,437.73	4,115.00	1,050.00	1,050.96	1,053.33	350.00	355.81	-323.00	382.81	3,537.10	86.0%
4102 Office utilities	0.00	3,280.00	15.84	140.88	150.00	121.69	77.00	77.00	275.69	582.41	17.8%
4103 Postage	65.70	55.00	0.00	37.68	16.54	0.00	0.00	37.68	37.68	91.90	167.1%
4104 Stationery + equipment	98.67	250.00	71.65	62.49	68.03	0.00	0.00	-42.75	-42.75	159.42	63.8%
4105 Telephone & Internet	512.60	552.00	130.74	148.98	145.71	48.64	48.39	48.93	145.96	571.39	103.5%
4106 Website + IT costs	565.76	628.00	70.86	221.86	140.86	90.28	23.62	23.62	137.52	571.10	90.9%
4107 Books and publications	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
4108 Printing costs	422.13	650.00	136.73	174.42	297.02	0.00	132.18	-349.94	-217.76	390.41	60.1%
4109 Office Miscellaneous	27.40	-	40.00	0.00	1,200.00	0.00	27.98	0.00	27.98	1,267.98	**
TOTAL Parish Office	5,129.99	9,530.00	1,515.82	1,837.27	3,071.49	610.61	664.98	-528.46	747.13	7,171.71	75.3%
Staff Costs											
4201 Salaries	29,182.60	30,086.00	6,962.55	8,065.59	7,514.07	2,504.69	2,504.69	0.00	5,009.38	27,551.59	91.6%
4202 Staff travel and expenses	73.06	60.00	0.00	0.00	69.13	0.00	0.00	0.00	0.00	69.13	115.2%
4203 Staff Training	105.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL Staff Costs	29,360.66	30,196.00	6,962.55	8,065.59	7,583.20	2,504.69	2,504.69	0.00	5,009.38	27,620.72	91.5%
Administration & Finance											

Expenditure	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	Second quarter	Third quarter	Jan 2020	Feb 2020	Mar 2020	Fourth quarter	Total spent to date	% Original budget
4301 Audit Fees	625.00	625.00	285.00	300.00	0.00	0.00	0.00	0.00	0.00	585.00	93.6%
4302 Bank charges	9.70	5.00	3.80	1.90	0.60	0.60	1.40	0.30	2.00	8.60	172.0%
4303 Chairman's Honorarium	250.00	250.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	100.0%
4304 C/llrs' Expenses/training	53.20	-	81.60	0.60	18.00	0.00	0.00	0.00	0.00	100.20	**
4306 Elections	0.00	-	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	**
4307 Insurance	1,167.92	1,200.00	1,182.34	0.00	0.00	0.00	0.00	0.00	0.00	1,182.34	98.5%
4308 Statutory Fees	35.00	35.00	0.00	0.00	35.00	0.00	0.00	0.00	0.00	35.00	100.0%
4309 Subscriptions	563.99	615.00	5.00	376.06	180.00	0.00	0.00	0.00	0.00	561.06	91.2%
4310 Village Hall Hire	280.50	320.00	81.00	106.00	75.00	25.00	25.00	0.00	50.00	312.00	97.5%
4311 Wayleaves	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
4313 Legal Fees	5.00	-	650.00	0.00	0.00	0.00	0.00	0.00	0.00	650.00	**
TOTAL Administration & Finance	2,990.31	3,050.00	2,638.74	784.56	308.60	25.60	26.40	0.00	52.30	3,784.20	124.1%
Cemetery											
4402 Cemetery Rates	166.45	170.00	187.30	0.00	0.00	0.00	0.00	0.00	0.00	187.30	110.18%
4403 Maintenance + bins	3,488.76	3,236.00	892.50	962.50	816.38	17.50	52.50	0.00	70.00	2,741.38	84.72%
TOTAL Cemetery	3,655.21	3,406.00	1,079.80	962.50	816.38	17.50	52.50	0.00	70.00	2,928.68	85.99%
Community Services											
4501 Christmas Tree & Lights	50.00	50.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	60.00	120.00%
4502 Allotment	100.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00	100.00	100.00	100.00%
TOTAL Community Services	150.00	150.00	0.00	0.00	60.00	100.00	0.00	0.00	100.00	160.00	106.67%
Neighbourhood Plan											
4521 Neighbourhood Plan Grant	967.41	-	0.00	0.00	0.00	0.00	0.00	392.69	392.69	392.69	**
TOTAL Neighbourhood Plan	967.41	0.00	0.00	0.00	0.00	0.00	0.00	392.69	392.69	392.69	**
Village Maintenance											
4601 A39 Verge	952.00	720.00	227.50	175.00	157.50	0.00	0.00	0.00	0.00	560.00	77.78%
4602 Clock Tower Maintenance	306.24	285.00	0.00	0.00	932.00	0.00	0.00	0.00	0.00	932.00	327.02%
4603 Clock Tower Electricity	442.28	350.00	108.33	107.32	4.38	106.22	9.00	9.00	124.22	344.25	98.36%
4604 General Maintenance	387.06	250.00	0.00	32.00	2.00	164.30	122.50	0.00	286.80	320.80	128.32%
4605 The Cross, Gaol and WM	139.25	150.00	116.83	33.75	55.00	36.25	0.00	0.00	36.25	241.83	161.22%
Village Maintenance (continued)											
4606 Palmers Path	485.50	450.00	70.00	116.25	86.25	90.00	0.00	320.00	410.00	682.50	151.67%

Expenditure	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	Second quarter	Third quarter	Jan 2020	Feb 2020	Mar 2020	Fourth quarter	Total spent to date	% Original budget
4607 Public Seating	771.00	250.00	39.59	300.00	0.00	0.00	0.00	0.00	0.00	339.59	135.84%
4608 Public Footpaths	63.20	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
4609 Dog Bins	1,435.20	1,470.00	348.40	534.30	185.90	185.90	0.00	0.00	185.90	1,254.50	85.34%
4610 Coleridge Road	195.50	160.00	70.00	105.00	35.00	0.00	0.00	0.00	0.00	210.00	131.25%
4611 Millennium Wood	0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
4612 Plot 173	340.00	175.00	0.00	0.00	0.00	0.00	122.50	0.00	122.50	122.50	70.00%
4613 Mill Ln/Lime St maint	654.50	200.00	0.00	280.00	0.00	0.00	-130.76	0.00	-130.76	149.24	74.62%
4615 Lime Street Project +AONB	0.00	-	94.24	0.00	0.00	0.00	130.76	0.00	130.76	225.00	**
TOTAL Village Maintenance	6,171.73	4,490.00	1,074.89	1,683.62	1,458.03	582.67	254.00	329.00	1,165.67	5,382.21	119.87%
Castle St Toilets + Car Park											
4701 Castle St Toilets Cleaning	3,303.00	3,420.00	566.00	849.00	849.00	283.00	283.00	0.00	566.00	2,830.00	82.75%
4702 Castle St Toilets Electricity	178.76	265.00	45.00	41.44	5.13	15.00	16.00	16.00	47.00	138.57	52.29%
4703 Castle St Car Park Rates	703.10	705.00	785.60	0.00	0.00	0.00	0.00	0.00	0.00	785.60	111.43%
4704 Castle St Toilets Repairs	17.00	100.00	0.00	0.00	0.00	0.00	96.25	0.00	96.25	96.25	96.25%
4705 Castle St Toilets Water	420.65	420.00	188.24	0.00	186.26	0.00	0.00	0.00	0.00	374.50	89.17%
4706 Castle St Car Park maint	395.75	400.00	0.00	118.75	130.00	97.50	0.00	0.00	97.50	346.25	86.56%
4709 Castle St miscellaneous	232.18	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
TOTAL Castle St Toilets + Car Park	5,250.44	5,310.00	1,584.84	1,009.19	1,170.39	395.50	395.25	16.00	806.75	4,571.17	86.09%
Grants											
4801 Grants Pool	367.20	506.00	0.00	63.98	0.00	0.00	182.00	0.00	182.00	245.98	48.61%
4802 NS RG + VH	3,600.00	3,594.00	0.00	0.00	1,794.00	0.00	1,800.00	0.00	1,800.00	3,594.00	100.00%
4803 Library	0.00	-	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	**
TOTAL Grants	3,967.20	4,100.00	1,200.00	63.98	1,794.00	0.00	1,982.00	0.00	1,982.00	5,039.98	122.93%
CIL + Capital Expenditure											
4901 Comm Infrastructure Levy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
TOTAL CIL + Capital Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
VAT Account											
515 VAT Paid	983.61	0.00	358.95	306.38	849.75	75.83	42.00	19.91	137.74	1,652.82	**

Expenditure	Outturn at 31 Mar 2019	Budget 2019/20	First quarter	Second quarter	Third quarter	Jan 2020	Feb 2020	Mar 2020	Fourth quarter	Total spent to date	% Original budget
Total Expenditure	58,626.56	60,232.00	16,415.59	14,713.09	17,111.84	4,312.40	5,921.82	229.44	10,463.66	58,704.18	97.46%
Total Income	54,621.97	54,969.00	27,050.96	29,584.98	3,614.73	284.25	21.62	48.22	354.09	60,604.76	110.25%
Reserve contribution to Budget	4,004.59	5,263.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Balance expenditure-income	-4,004.59	5,263.00	-10,635.37	-14,871.89	13,497.11	4,028.15	5,900.20	181.22	10,109.57	1,900.58	

Balance sheet

Bank: Current a/c	8,980.22	Balance: as at 1 Apr	32,637.40
Deposit a/c	25,401.83	Plus: income	60,604.76
A/c no 3	155.93	Less: payments	58,704.18
	= £34,537.98		= £34,537.98