

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 9 NOVEMBER 2020 AT 7.00pm
(HELD REMOTELY BY ZOOM)

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 (SDC)
 Cllr Duncan McGinty (Leader, Sedgemoor DC)
 Mrs Allison Griffin (CEO, Sedgemoor DC)
 Two members of the public

5592 Apologies

None - all Members were present

5593 Declarations of Interest

Cllrs Jeanes declared an interest in agenda item 9 "Grant to Nether Stowey Recreation Ground" as a Trustee of the CIO, Cllr Rich also declared an interest in this item as a member of the Committee.

5594 Public Session

No issues raised.

5595 Local Government Reorganisation Proposals

Cllr McGinty and Mrs Griffin representing the "Stronger Somerset" proposal. They gave a summary of the situation to date and answered pre-submitted questions and follow up questions from members. Further details of their proposals are available at <https://www.strongersomerset.co.uk/>

5596 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 12 October were **approved** as a true record and signed by the Chairman.

5597 District and County Council Liaison

Cllr Pay had been attending meetings held on Zoom but personal situation prevented her doing anything that wasn't on Zoom. She had attended two Drainage Board meetings with Cllr Caswell, also Audit and Standards and a Licencing meeting as well.

Cllr Caswell said that there would be a full meeting of Somerset County Council to decide on the way forward and to gauge present current feeling, which is slightly different from that Cllr McGinty and the Chief Executive. It was very difficult being a District and County Councillor. Personal feelings cannot enter into any discussion, but he intended to disclose the way he would vote when the consultation period starts, estimated to be next February/ March. His ultimate aim would be to represent the views of the Parishes he represents and he urged Members to read all the consultation and other documents and let him know how the Parish Council would want him to act.

He had been attending District and Council meetings on Zoom etc. As Cllr Pay had mentioned, he had attended Drainage Board meetings. There was a feeling that Sedgemoor are paying quite a lot to drain the water coming from areas further afield. The Drainage

Board has been persuaded to reorganise itself. Works are not being done in line with policy. The ongoing situation would be sorted out very shortly.

Connecting Devon and Somerset: tender documents for the local area had been returned and were being scrutinised – to provide full fibre broadband to the hard to reach areas, funded by Government and Local Authorities. It was expected that formal contracts would be placed by the end of January and the schedule would then be known.

5598 Parish Office

In line with the latest lockdown regulations, the Parish Office was closed to the public, but the Assistant Clerk would be working there on Monday, Wednesday and Friday while the Clerk would work at home. The new telephone system meant that calls to the office were automatically transferred to the Clerk when the office was empty. Members could call the Clerk direct if necessary.

5599 Cricketer Farm Development

The Chairman confirmed that planning consent had been granted for the Cricketer Farm Development with a raft of conditions to be met prior to commencement. Strongvox were in contact with the Chairman to update progress.

It had been agreed sometime ago to produce a Welcome Pack which Strongvox would provide to new occupants. It was hoped that it would help integrate the new houses with the village. It was **agreed** that Cllr Ferriday would lead the project with office support from the Assistant Clerk.

Cllrs Jeanes and Rich were muted for the following item and did not vote

5600 Variation of Playing Field Grant

It was **agreed** to purchase for donation an additional bench and not provide funding for works to trees as requested.

Cllrs Jeanes and Rich re-joined the meeting

5601 Dog Bin at the Church Centre

It was **agreed** that the Parish Council would provide a bin subject to the Church Centre contributing to the cost of the emptying service (£140 per annum). The Clerk would take this forward with Rev King and others.

Cllrs Pay and Caswell left the meeting

5602 Financial Management

a) The Budget Report for the year to 6 November was **noted**. A copy of the report is appended to these minutes.

b) Expenditure incurred since 12 October:

Date	Payee Name	Cheque	Amount	Transaction Details
13 Oct	Microsoft OneDrive	E0700CHIXA	4.56	MS one Drive Service
16 Oct	PKF LittleJohn	122292	360.00	External Audit Fees
19 Oct	E Martin Computer Services	122293	30.00	Mailbox renewal
19 Oct	Broadbandbuyer.com	card	72.70	Telephone handset for office
21 Oct	NS Wednesday Club	122294	100.00	Grant Min No 5581(a) PC Mtg 12 Oct
21 Oct	No Butts Bin Co Ltd	122295	1,206.00	NSRG Grant Min No 5581(b) PC Mtg 12 Oct
21 Oct	Sedgemoor DC	122296	1,045.52	Bins Service Oct 20–March 21
21 Oct	Staff	122297-300	2,607.08	Staff Payroll Oct 2020

Date	Payee Name	Cheque	Amount	Transaction Details
21 Oct	Royal British Legion	Card	19.25	Wreath for Remembrance Day
1 Nov	EDF Energy	DDR	16.00	Public Toilets electricity
1 Nov	EDF Energy	DDR	120.00	Office Electricity
3 Nov	E Martin Computer Services	DDR	28.34	Website Maintenance Contract
4 Nov	EDF Energy	DDR	9.00	Clock Tower Electricity
5 Nov	Zoom	Card	14.39	Meeting Hosting service
7 Nov	BT Business	DDR	98.42	Office Telephone and Broadband
15 Nov	P J Addicott	SO	350.00	Office Rent
20 Nov	Sedgemoor DC	DDR	188.00	Public Toilet Rates
20 Nov	Sedgemoor DC	DDR	225.00	Office Rates
		Total	£6,494.26	

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

c) The most recent bank statements/reconciliations were **noted**.

5603 Highways

The Clerk had publicised three road closures planned in November. She and the Chairman had identified a number of properties whose hedges were obstructing the footpaths/pavements and had written letters accordingly.

The Contractor would be painting the steps and undertaking work at Lime Street.

Cllr Reid had spoken to the developer at the land at Milburn about the oak tree, since the TPO requested was not forthcoming. The developer was aware of the Parish Council's interest and he assured Cllr Reid that he intended to retain the tree.

5604 Chairman's Report

The Chairman had represented the Parish and laid a wreath at the Remembrance Service on Sunday. The situation allowed for only a few to attend, and it had gone well.

Stowey Green Spaces have identified an area suitable for wildflower planting.

5605 Clerk's Report

The Clerk had provided a written report covering:

- Planting licence for A39 land near the village hall (still awaiting reply from Somerset CC)
- Website Accessibility Regulations – progress update
- External Audit complete and certified report published
- Budget work and timetable update

5606 Members Reports

Neighbourhood Plan: Nothing to report.

Village Hall and Recreation Ground:

The Village Hall is not being used. The back room cannot be closed because of the leaking roof. One heater is on, so it is incurring costs as people move to other venues that are warmer. A lot of vehicles are using the car park, and this will be discussed at the next Trustees meeting.

Active Living: no meetings

AONB

Cllr Falla had circulated a summary of the last JAC meeting. He explained the plans for Quantock Gate car park.

Stowey Walking:

Cllr Falla said that Stowey Walking had published their AGM minutes, but there was nothing of Parish Interest. Rights of Way volunteers had been stood down during lockdown.

Hinkley Point:

Cllr Reid had attended the SSG meeting. Hinkley B station would restart on 26 February. Work at Hinkley A continues normally with full staffing levels. They are now recovering high-level radiation material.

NS VH+RG CIO

They had had a good response to the survey – about 43% and there had been about 100 face-to-face consultations. There was a full Trustee meeting on 12 November to discuss the results

5607 Forthcoming Events

10 Nov	Meeting with rev King and others	Zoom	4pm	JR, CS
12 Nov	Stronger Somerset Zoom	Zoom	9.30 am	JR, KF, CS
26 Nov	HPC Transport Forum	Zoom	6pm	MR

5608 Next Parish Council Meeting

The next meeting will be held on Monday 14 December on Zoom.

The meeting closed at 8.10 pm

Budget Report at 6 November 2020

Income	Outturn at 31 Mar	Budget 2020/21	First quarter	Second quarter	Oct 2020	Nov 2020	Third quarter	Fourth quarter	Total income to date	% Original budget
1002 Allotment Rental	100.00	100.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
1004 Bank Interest	157.34	85.00	0.03	0.00	-	-	0.00	0.00	0.03	0.0%
1005 Comm Infrastructure Levy	2,483.62	0.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
1006 Cemetery Income	1,460.00	1,500.00	0.00	265.00	130.00	-	130.00	0.00	395.00	26.3%
1009 Miscellaneous Grants	2,259.00	-	0.00	0.00	-	-	0.00	0.00	0.00	**
1011 Precept	53,059.00	58,379.00	29,189.50	29,189.50	0.00	-	0.00	0.00	58,379.00	100.0%
1012 Printing & Copying receipts	374.66	300.00	0.00	12.00	-	-	0.00	0.00	12.00	4.0%
115 VAT Refunds	1,081.15	-	1,113.53	0.00	421.49	-	421.49	0.00	1,535.02	**
Total Income for Year	60,974.77	60,364.00	30,303.06	29,466.50	551.49	0.00	551.49	0.00	60,321.05	100.3%

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Oct 2020	Nov 2020	Third quarter	Fourth quarter	Total spent to date	% Original budget
Parish Office										
4101 Office Rent, + supplies	3,887.10	4,315.00	1,050.00	1,083.02	350.00	350.00	700.00	0.00	2,833.02	65.7%
4102 Office utilities	2,695.32	3,280.00	676.50	1,244.38	345.00	345.00	690.00	0.00	2,610.88	79.6%
4103 Postage	91.90	55.00	31.20	0.00	-	-	0.00	0.00	31.20	56.7%
4104 Stationery + equipment	159.42	180.00	0.00	25.50	60.58	-	60.58	0.00	86.08	47.8%
4105 Telephone & Internet	571.39	535.00	184.73	88.90	44.49	82.02	126.51	0.00	400.14	74.8%
4106 Website + IT costs	574.90	642.00	82.26	236.26	52.42	23.62	76.04	0.00	394.56	61.5%
4108 Printing costs	390.41	650.00	62.79	18.52	-	-	0.00	0.00	81.31	12.5%
4109 Office Miscellaneous	1,267.98	50.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
TOTAL Parish Office	9,638.42	9,707.00	2,087.48	2,696.58	852.49	800.64	1,653.13	0.00	6,437.19	66.3%
Staff Costs										
4201 Salaries	30,056.28	30,705.00	7,607.13	8,074.56	2,607.08	-	2,607.08	0.00	18,288.77	59.6%
4202 Staff travel and expenses	69.13	60.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
4203 Staff Training	0.00	50.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
TOTAL Staff Costs	30,125.41	30,815.00	7,607.13	8,074.56	2,607.08	0.00	2,607.08	0.00	18,288.77	59.4%
Administration & Finance										
4301 Audit Fees	585.00	585.00	285.00	0.00	300.00	-	300.00	0.00	585.00	100.0%
4302 Bank charges	8.60	10.00	2.00	1.49	0.90	-	0.90	0.00	4.39	43.9%

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Oct 2020	Nov 2020	Third quarter	Fourth quarter	Total spent to date	% Original budget
Admin & Finance										
<i>(continued)</i>										
4303 Chairman's Honorarium	250.00	250.00	0.00	0.00	250.00	-	250.00	0.00	250.00	100.0%
4304 C/llrs' Expenses/training	100.20	-	30.00	60.00	19.25	-	19.25	0.00	109.25	**
4306 Elections	100.00	235.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
4307 Insurance	1,182.34	1,200.00	1,197.18	0.00	-	-	0.00	0.00	1,197.18	99.8%
4308 Statutory Fees	35.00	35.00	0.00	0.00	-	-	0.00	0.00	0.00	0.0%
4309 Subscriptions	561.06	615.00	387.35	0.00	-	-	0.00	0.00	387.35	63.0%
4310 Village Hall Hire	362.00	375.00	23.98	35.97	11.99	11.99	23.98	0.00	83.93	22.4%
4313 Legal Fees	650.00	-	0.00	0.00	-	-	0.00	0.00	0.00	**
TOTAL Admin & Finance	3,834.20	3,305.00	1,925.51	97.46	582.14	11.99	594.13	0.00	2,617.10	79.2%
Cemetery										
4402 Cemetery Rates	187.30	190.00	163.85	55.00	-	-	0.00	0.00	218.85	115.18%
4403 Maintenance + bins	3,522.76	3,400.00	801.38	468.00	81.38	-	81.38	0.00	1,350.76	39.73%
TOTAL Cemetery	3,710.06	3,590.00	965.23	523.00	81.38	0.00	81.38	0.00	1,569.61	43.72%
Community Services										
4501 Christmas Tree & Lights	60.00	50.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4502 Allotment	100.00	100.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4508 Support for Tourism	0.00	250.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
TOTAL Community Services	170.63	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Neighbourhood Plan										
4521 N/hood Plan Grant	392.69	-	1,586.31	0.00	-	-	0.00	0.00	1,586.31	**
TOTAL Neighbourhood Plan	392.69	0.00	1,586.31	0.00	0.00	0.00	0.00	0.00	1,586.31	**
Village Maintenance										
4601 A39 Verge	735.00	720.00	162.00	162.00	-	-	0.00	0.00	324.00	45.00%
4602 Clock Tower Maintenance	932.00	285.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4603 Clock Tower Electricity	344.25	350.00	111.37	108.93	92.96	9.00	101.96	0.00	322.26	92.07%
4604 General Maintenance	215.80	200.00	0.00	2.00	-	-	0.00	0.00	2.00	1.00%
4605 The Cross, Gaol and WM	249.33	150.00	0.00	38.50	-	-	0.00	0.00	38.50	25.67%
4606 Palmers Path	707.50	450.00	54.00	92.25	-	-	0.00	0.00	146.25	32.50%
4607 Public Seating	339.59	250.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4608 Public Footpaths	0.00	25.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Oct 2020	Nov 2020	Third quarter	Fourth quarter	Total spent to date	% Original budget
Village Maintenance (continued)										
4609 Dog Bins	1,440.40	1,610.00	720.20	0.00	883.30	-	883.30	0.00	1,603.50	99.60%
4610 Coleridge Road	227.50	160.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4611 Millennium Wood	0.00	-	0.00	0.00	-	-	0.00	0.00	0.00	**
4612 Plot 173	122.50	-	0.00	0.00	-	-	0.00	0.00	0.00	**
4613 Mill Ln/Lime St maint	216.74	200.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
TOTAL Village Maintenance	5,810.61	4,400.00	1,047.57	403.68	976.26	9.00	985.26	0.00	2,436.51	55.38%
Castle St Toilets + Car Park										
4701 Castle St Toilets Cleaning	3,326.00	3,420.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4702 Castle St Toilets Electricity	138.57	200.00	48.00	43.53	16.00	16.00	32.00	0.00	123.53	61.77%
4703a Car Park Rates	785.60	790.00	798.40	0.00	-	-	0.00	0.00	798.40	101.06%
4703b Public Toilets Rates	0.00	-	568.65	564.00	188.00	188.00	376.00	0.00	1,508.65	**
4704 Castle St Toilets Repairs	131.25	100.00	0.00	0.00	-	-	0.00	0.00	0.00	0.00%
4705 Castle St Toilets Water	374.50	390.00	161.80	0.00	-	-	0.00	0.00	161.80	41.49%
4706 Castle St Car Park maint	357.50	400.00	0.00	62.00	-	-	0.00	0.00	62.00	15.50%
TOTAL Castle St	5,113.42	5,300.00	1,576.85	669.53	204.00	204.00	408.00	0.00	2,654.38	50.08%
Grants										
4801 Grants Pool	295.98	3,600.00	0.00	-50.00	1,105.00	-	1,105.00	0.00	1,055.00	29.31%
4803 Library	1,200.00	-	0.00	500.00	-	-	0.00	0.00	500.00	**
TOTAL Grants	5,089.98	3,600.00	0.00	450.00	1,105.00	0.00	1,105.00	0.00	1,555.00	43.19%
CIL + Capital Expenditure										
TOTAL CIL + Capital Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
VAT Account										
515 VAT Paid	1,709.18	0.00	292.29	129.20	493.31	23.52	516.83	0.00	938.32	**
Total Expenditure	63,885.42	61,117.00	17,088.37	13,044.01	6,901.66	1,049.15	7,950.81	0.00	38,083.19	62.31%
Total Income	60,974.77	60,364.00	30,303.06	29,466.50	551.49	0.00	551.49	0.00	60,321.05	99.93%
Balance expenditure-income	-2,910.65	753.00	-13,214.69	-16,422.49	6,350.17	1,049.15	7,399.32	0.00	22,237.86	

Balance Sheet

Bank:	Current a/c	21,735.36	Balance:	as at 1 Apr	28,017.57
	Deposit a/c	28,401.83		Plus: income	60,321.05
	A/c 3	118.24		Less: payments	38,083.19
		<u>21,855.43</u>			<u>= £ 50,255.43</u>