

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 8 MARCH 2021 AT 7.00pm
(HELD REMOTELY BY ZOOM)

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

In Attendance: Caro Slaymaker (Parish Clerk)
 Cllr Michael Caswell (Somerset CC/Sedgemoor DC)
 Cllr Julie Pay (SDC)
 Three representatives of Hinkley Point C
 Eight members of the public

5656 Public Session – Hinkley Point C

Andrew Goodchild (HPC) gave a brief summary. There had been consultation through various for a at which the Parish Council had been represented, and community virtual “drop-in” sessions. A virtual exhibition was available on the HPC website (at <https://hinkley-point-c/workforce-uplift-exhibition/>). From these interactions they were aware of a number of concerns:

- Workers’ parking and fly parking. As part of the proposal HPC are applying to extend the Park and Ride at Quantock Lakes until the end of the construction period as they know it works to help the situation, particularly with fly parking.
- Concern about the impact on housing with the number of workers staying locally
- Concern about Covid-19 – he assured that HPC would not be increasing the workforce until the pandemic and associated restrictions were behind us and it could be done in a safe way
- Concern about light pollution: it was important that the workforce were safe to move about on site and to work safely. There was a team of environmental engineers who carry out monitoring to ensure lighting was at authorised levels. Also external consultants carry out surveys. Further information will be sent to the Parish Council to pass on to residents.
- HPC have funded a new habitat for Barbastelle bats at East Quantoxhead and this is supported by HPC ecologists who conduct bat foraging surveys.

The Chairman then invited questions from members of the public to follow

5657 Apologies

Cllr Rich sent apologies as she was ill. Her absence was approved.

5658 Declarations of Interest

Cllrs Jeanes declared an interest as the Parish Council’s nominated Trustee of the Village Hall and Recreation Ground CIO, and for agenda item 8(a) Planning (ref 36/21/00001).

5659 Public Session

No issues raised.

5660 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 8 February were **approved** as a true record to be signed by the Chairman (proposed Cllr Hogg, seconded Cllr Jeanes).

5661 District and County Council Liaison

Cllr Caswell attended a County Council meeting regarding Unitary Authority. Their position at the moment is that from May 2022 District and County Councils will disappear and the single new Unitary Authority be formed. There will be a shadow for one year. As yet he could not say how this would happen if the alternative proposal (two Unitary Authorities) was the approved option. Either way there would be a significant amount of change.

Sedgemoor DC had approved funding to upgrade the Dunball roundabout.

Work at District and County Councils goes on and he was happy to assist when he can.

Cllr Pay continued with her duties but had nothing to report.

Cllr Caswell left the meeting.

5662 Business Continuity Motion

It was **agreed** to extend the Business Continuity Motion by 3 months (proposed Cllr Reid, seconded Cllr Hogg, no objections).

Cllr Jeanes was removed to the waiting room

5663 Planning

- a) **Planning Ref: 36/21/00001** – Budley Farm, Nether Stowey
Proposal: Erection of a multi-purpose agricultural building for rearing cattle and packing/storing

It was **agreed** to raise no objection, on the revised access plan.

Cllr Jeanes re-joined the meeting

Cllr Pay left the meeting

- b) **Planning Ref: 36/21/00004** – 28 and 30-32 Castle Street, Nether Stowey
Proposal: Fell one silver birch as roots are encroaching into retaining wall adjacent to stream and causing structural damage

It was **agreed** to support the application to protect the structure of the brook.

5664 Annual Parish Meeting and Annual Parish Council Meeting

It was **agreed** to wait for clearer guidance before setting a date for the Annual Parish Meeting. It was **agreed** to hold the Annual Parish Council meeting on Thursday 6 May at 7pm on Zoom. The deadline for the agenda would be 25 April.

5665 Nomination of Library Building as Asset of Community Value

It was **agreed** that the building currently housing the Thomas Poole Library be nominated as an Asset of Community Value and to request its addition to the Sedgemoor DC Register of such assets.

5666 Financial Management

- a) The Budget Report for the year to 5 March was **noted**. A copy of the report is appended to these minutes.
- b) Expenditure incurred since 8 February:

Date	Payee Name	Cheque	Amount	Transaction Details
10 Feb	Sedgemoor DC	DDR	225.00	Office Rates
10 Feb	Mrs G Wright	122334	111.00	Christmas Hampers (replacement cheque)
15 Feb	Santander	DDR	2.30	Bank charges
15 Feb	P J Addicott	DDR	350.00	Office Rent
15 Feb	Microsoft OneDrive	DDR	4.56	OneDrive subscription

Date	Payee Name	Cheque	Amount	Transaction Details
15 Feb	E Martin Computer Serv	122336	114.00	Domain renewal
17 Feb	E Martin Computer Serv	122337	93.00	Website problems and reset email
24 Feb	Void	122338	0.00	Cancelled Cheque
24 Feb	Office Payroll	122339-342	2,602.08	February Office Payroll
24 Feb	Purnells4print&design	122343	48.00	Receipt books
24 Feb	GWB Services Ltd	122344	108.00	Cemetery Maintenance (Jan)
1 Mar	EDF energy	DDR	14.00	Public Toilets Electricity
1 Mar	EDF Energy	DDR	105.00	Office Electricity
1 Mar	Pest Control	122345	165.00	Mole disposal in Cemetery
3 Mar	E Martin Computer Serv	DDR	28.34	Office Website Maintenance contract
4 Mar	EDF Energy	DDR	7.00	Clock Tower electricity
5 Mar	Zoom	card	14.39	Zoom March
5 Mar	K Sparkes	122346	91.45	Village Maintenance Jan, Feb and March 2021
15 Mar	P J Addicott	DDR	350.00	Office Rent
<i>NB cheque no 122335 issued in replacement of cheque 122320 (31 Dec) cancelled as lost in post</i>				
Total			4,433.12	

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

- c) The most recent bank statements/reconciliations were **noted**.
- d) It was **agreed** to appoint Cllr Ferriday as a new bank signatory (proposed Cllr Hogg, seconded Cllr Jeanes).
- e) It was **agreed** to purchase further supplies of graffiti remover (proposed Cllr Roberts, seconded Cllr Jeanes).
- f) The Clerk's report on the Budget was **accepted**. The proposed viring and Reserves transfers for the end of the financial year were **agreed** and the Clerk would meet with the Chairman, Cllrs Falla and Ferriday to agree the fine detail nearer the end of the month.

5667 Highways

40mph Speed Limit - it was **agreed** to respond to the consultation asking that the limit be extended to join up to the 40 mph limits approaching the traffic lights in one direction and, ideally, Keenthorne in the other, on the grounds of increased traffic and pedestrian movements.

The Clerk had received notification of resurfacing works at the Cross for 10 days starting at 1 April.

Cllr Reid, following last month's report, said that the pothole had been repaired but the blocked drain had not been dealt with. The Clerk would again contact Highways.

5668 Chairman's Report

The Chairman had nothing to report as it was covered earlier, except to reiterate that discussions with HPC were ongoing. He would contact Stogursey PC to discuss it.

5669 Clerk's Report

The Clerk reported as follows:

Parish Council vacancy: the Council now had authority to co-opt a new member to fill the vacancy and a pack for candidates had been prepared.

Somerset Day (11 May): there is a campaign to “Fly the Flag for Somerset” and everyone is encouraged to display a flag – in a window if no flag pole is available. The Clerk proposed to print some for the windows and would put a link to a downloadable version and one that children might like to colour in.

Graffiti: the Parish Council thanked Mrs Greig and Mrs Booth (and any others who had not been mentioned) for the hard work they were doing to clean up the graffiti.

Coleridge Way Race: a trail-running organisation are planning a race along the Coleridge Way. They ask for permission to start the race at the Cross. The proposed date is Saturday 3 July. They would start from the Cross at 6.30/7 am and head up Castle Hill. They runners would be on the local roads for about 20 minutes or so. The Clerk had asked for details of their event management plan (for litter etc) and directed the organisers to Somerset County Council for a road closure permit if needed.

Stowey Shuttle: Nigel Phillips had stood down as Chairman of the Stowey Shuttle after five years. Paul Brierly kindly agreed to take over. The Parish Council thanked both Nigel and Paul.

Interests: Cllr Jeanes had asked that he be excluded from any correspondence or business involving Strongvox and the Cricketer site to avoid any perception of a conflict of interests. He would continue to formally declare an interest at meetings if there were relevant agenda items.

5670 Members Reports

Neighbourhood Plan (Cllr Ferriday):

Cllr Ferriday had contacted Sedgemoor to confirm the Neighbourhood Plan Referendum would still take place on 6 May. (*Afternote: the referendum date has now been confirmed*).

Hinkley Point (Cllr Reid):

Mostly covered earlier Stations A and B have 24 Covid Champions roving the site making sure everyone is obeying the rules. They are not doing vaccinations on site, but they are keeping a very tight rein.

Village Hall and Recreation Ground CIO (Cllr Jeanes):

There would be a Trustees’ meeting on 22 March. They would be working out a road map for the planning, until then he had nothing to report.

Active Living: no meetings

5671 Forthcoming Events

15 and 18 March– One Somerset presentation by Cllr Fothergill (Cllrs Ferriday, Jeanes, Rich)
18 March – HPC Transport Forum (Cllr Reid)

5672 Next Parish Council Meeting

The next meeting will be held on Monday 12 April on Zoom.

The meeting closed at 8:10 pm

Budget Report at 5 March 2021

Income	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Third quarter	Jan 2021	Feb 2021	Mar 2021	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%
1004 Bank Interest	157.34	85.00	0.03	0.00	0.00	66.09	-	-	66.09	66.12	77.8%
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	310.00	1,005.00	693.00	190.00	1,888.00	2,463.00	164.2%
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	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	-	-	-	0.00	1,535.02	**
Total Income for Year	60,974.77	60,364.00	30,303.06	29,466.50	831.49	1,071.09	693.00	190.00	1,954.09	62,555.14	103.5%

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Third quarter	Jan 2021	Feb 2021	Mar 2021	Fourth quarter	Total spent to date	% Original budget
Parish Office											
4101 Office Rent, rates + supplies	3,887.10	4,315.00	1,050.00	1,083.02	1,050.00	354.30	350.00	-	704.30	3,887.32	90.1%
4102 Office utilities	2,695.32	3,280.00	676.50	1,244.38	1,100.36	340.37	-120.00	105.00	325.37	3,346.61	102.0%
4103 Postage	91.90	55.00	31.20	0.00	0.00	-	23.76	-	23.76	54.96	99.9%
4104 Stationery + equipment	159.42	180.00	0.00	25.50	70.57	-	57.16	-	57.16	153.23	85.1%
4105 Telephone & Internet	571.39	535.00	184.73	88.90	166.46	39.95	79.90	-	119.85	559.94	104.7%
4106 Website + IT costs	574.90	642.00	82.26	236.26	107.26	94.08	196.12	23.62	313.82	739.60	115.2%
4108 Printing costs	390.41	650.00	62.79	18.52	12.40	-	35.82	-	35.82	129.53	19.9%
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	2,507.05	828.70	622.76	128.62	1,580.08	8,871.19	91.4%
Staff Costs											
4201 Salaries	30,056.28	30,705.00	7,607.13	8,074.56	7,811.24	2,602.08	2,602.08	-	5,204.16	28,697.09	93.5%
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	-	45.00	-	45.00	45.00	90.0%
TOTAL Staff Costs	30,125.41	30,815.00	7,607.13	8,074.56	7,811.24	2,602.08	2,647.08	0.00	5,249.16	28,742.09	93.3%
Administration & Finance											
4301 Audit Fees	585.00	585.00	285.00	0.00	300.00	-	-	-	0.00	585.00	100.0%
4302 Bank charges	8.60	10.00	2.00	1.49	3.70	1.80	2.30	-	4.10	11.29	112.9%
4303 Chairman's Honorarium	250.00	250.00	0.00	0.00	250.00	-	-	-	0.00	250.00	100.0%

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Third quarter	Jan 2021	Feb 2021	Mar 2021	Fourth quarter	Total spent to date	% Original budget
Admin & Finance (continued)											
4304 C/llrs' Expenses/training	100.20	120.00	30.00	60.00	44.25	30.00	-	-	30.00	164.25	136.9%
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	35.00	-	-	-	0.00	35.00	100.0%
4309 Subscriptions	561.06	615.00	387.35	0.00	185.00	-	-	-	0.00	572.35	93.1%
4310 Village Hall Hire	362.00	375.00	23.98	35.97	35.97	11.99	11.99	11.99	25.97	131.89	35.2%
TOTAL Administration & Finance	3,834.20	3,425.00	1,925.51	97.46	853.92	43.79	14.29	11.99	70.07	2,946.96	86.0%
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	279.38	558.00	108.00	165.00	831.00	2,379.76	69.99%
TOTAL Cemetery	3,710.06	3,590.00	965.23	523.00	279.38	558.00	108.00	165.00	831.00	2,598.61	72.38%
Community Services											
4501 Christmas Tree & Lights	60.00	250.00	0.00	0.00	288.04	-	-	-	0.00	288.04	115.22%
4502 Allotment	100.00	100.00	0.00	0.00	100.00	-	-	-	0.00	100.00	100.00%
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	600.00	0.00	0.00	388.04	0.00	0.00	0.00	0.00	388.04	64.67%
Neighbourhood Plan											
4521 Neighbourhood Plan Grant	392.69	1,586.31	1,586.31	0.00	0.00	-	-	-	0.00	1,586.31	100.00%
TOTAL Neighbourhood Plan	392.69	1,586.31	1,586.31	0.00	0.00	0.00	0.00	0.00	0.00	1,586.31	100.00%
Village Maintenance											
4601 A39 Verge	735.00	720.00	162.00	162.00	72.00	72.00	-	-	72.00	468.00	65.00%
4602 Clock Tower Maintenance	932.00	635.00	0.00	0.00	350.00	-	-	-	0.00	350.00	55.12%
4603 Clock Tower Electricity	344.25	350.00	111.37	108.93	110.96	59.88	7.00	7.00	73.88	405.14	115.75%
4604 General Maintenance	215.80	200.00	0.00	2.00	29.55	50.48	-	8.95	59.43	90.98	45.49%
4605 The Cross, Gaol and WM	249.33	150.00	0.00	38.50	40.00	-	-	16.25	16.25	94.75	63.17%
4606 Palmers Path	707.50	450.00	54.00	92.25	65.50	18.00	-	31.25	49.25	261.00	58.00%
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%
4609 Dog Bins	1,440.40	1,610.00	720.20	0.00	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%
Village Maintenance (continued)											

Expenditure	Outturn at 31 Mar 2020	Budget 2020/21	First quarter	Second quarter	Third quarter	Jan 2021	Feb 2021	Mar 2021	Fourth quarter	Total spent to date	% Original budget
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	486.00	-	-	486.00	486.00	243.00%
TOTAL Village Maintenance	5,810.61	4,750.00	1,047.57	403.68	1,551.31	686.36	7.00	7.00	756.81	3,759.37	79.14%
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	48.00	12.11	14.00	14.00	40.11	179.64	89.82%
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	564.00	188.00	-	-	188.00	1,884.65	**
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	77.98	-	-	-	0.00	239.78	61.48%
4706 Castle St Car Park maint	357.50	400.00	0.00	62.00	175.00	-	-	35.00	35.00	272.00	68.00%
TOTAL Castle St Toilets + Car Park	5,113.42	5,300.00	1,576.85	669.53	864.98	200.11	14.00	49.00	263.11	3,374.47	63.67%
Grants											
4801 Grants Pool	3,889.98	3,600.00	0.00	-50.00	1,776.00	-	-	-	0.00	1,726.00	47.94%
4803 Library	1,200.00	500.00	0.00	500.00	0.00	-	-	-	0.00	500.00	100.00%
TOTAL Grants	5,089.98	4,100.00	0.00	450.00	1,776.00	0.00	0.00	0.00	0.00	2,226.00	54.29%
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	0.00	**
VAT Account											
515 VAT Paid	1,709.18	0.00	292.29	129.20	676.32	50.82	185.59	7.12	241.13	1,338.94	**
Total Expenditure	63,885.42	63,873.31	17,088.37	13,044.01	16,708.24	4,969.86	3,598.72	425.18	8,993.76	55,834.38	87.41%
Total Income	60,974.77	60,364.00	30,303.06	29,466.50	831.49	1,071.09	693.00	190.00	1,954.09	62,555.14	103.63%
Balance expenditure-income	-2,910.65	3,509.31	-13,214.69	-16,422.49	15,876.75	3,898.77	2,905.72	235.18	7,039.67	6,720.76	

Balance Sheet

Bank:	14,020.88	Balance:	as at 1 Apr	28,017.57
	20,467.92		Plus: income	62,555.14
	249.53	= £ 34,738.33	Less: payments	55,834.38
				= £ 34,738.33