

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 12 JULY 2021 AT 7.00pm
AT THE CHURCH CENTRE

Present: Parish Councillors John Roberts (Chairman)
 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)
 Six members of the public

5727 Apologies

Apologies were received from Cllr Falla (on holiday) and Cllr Rich (hospital appointment). Their absences were approved.

5728 Declarations of Interest

Cllrs Jeanes declared an interest in item 6 (NS Recreation Ground the Parish Council's nominated Trustee).

5729 Public Session

No issues were raised.

5730 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 14 June were **approved** as a true record and signed by the Chairman.

5731 District and County Liaison

Cllr Pay reported that she would be attending a Licencing and General Purposes Committee meeting on 14 July at which the Boundary Commission Review would be considered. She noted that she was receiving complaints that planning applications were taking longer than usual to decide.

Cllr Caswell said that the Sedgemoor Executive would be meeting on 13 July to also discuss the Boundary Commission proposals. Both Sedgemoor and Somerset Councils had Full Council meetings on 21 July. The Councils expected to receive the Secretary of State's decision on Unitary Government in the next week, before the summer recess starts later in July.

Bridgwater Tidal Barrier - Sedgemoor DC were expecting a decision for a Transport and Works Act Order from the Secretary of State, also before the summer recess.

Cllr Caswell was also receiving complaints about the slowness of planning applications, this was mainly caused by the need to work differently because of the Coronavirus.

He had attended a meeting with Somerset Waste Partnership and Suez to discuss poor service performance. The problems were caused by a "national shortage of HGV drivers". Workers were starting work earlier to improve the situation, and Suez had redeployed drivers from elsewhere. Missed collections should be reported to Sedgemoor Customer Services (tel 0300 303 7800 or customer.services@sedgemoor.gov.uk).

Cllr Caswell left the meeting at 7.15pm

5732 NS Recreation Ground – additional bin

It was **agreed** to fund the servicing of an additional bin (proposed Cllr Ferriday, seconded Cllr Reid, no objections. Note: Cllr Jeanes did not have a vote.)

5733 Planning Applications**Planning Ref: 36/21/00011 – 29 Mill Lane, Nether Stowey****Proposal:** Erection of a single storey extension to the rear (South) elevation, conversion of loft to living accommodation.**Response:** *No comment***5734 Cemetery**It was **agreed** to create a Garden area at the cemetery.**5735 Financial Management**

a) The Budget Report for the year to 9 July was noted. A copy of the report is appended to these minutes.

b) Expenditure incurred since 11 June:

Date	Payee Name	Cheque	Amount	Transaction Details
14 June	W J Roberts	122373	250.00	Chairman's Honorarium
14 June	Microsoft OneDrive	card	4.56	Microsoft OneDrive (June)
17 June	NSPC	122374	700.00	Transfer to NSPC a/c 3 (for card expenditure)
18 June	Post Office, NS	card	23.76	3 books 2nd Class stamps
21 June	Mrs CF Slaymaker	122375	68.49	Expenses: groups' start-up kits, mileage
22 June	Grandfield & Son	card	106.12	Wood etc Millennium wood table repairs
22 June	Toolstation	card	6.08	Wood hardener (toilets refurb)
22 June	C Flay	122376	132.60	Plumbing repairs, public toilets
24 June	HSD Online	card	82.63	Hand sanitisers, public toilets
25 June	BT Business	DDR	47.94	Office phone/broadband
25 June	Screwfix Direct	card	269.86	Decorating materials, public toilets
28 June	Purnells Secretarial	122377	48.00	Receipt books (replace cheque lost in post)
28 June	Payroll	122379,80,83	1,800.09	Payroll June
28 June	RMG Trigger	122382	1,550.00	Fascias, public toilets
29 June	KDR Electrical	122384	48.65	Public toilets, electrical repairs
30 June	Bridgwater Mowers	card	200.00	Hedge trimmer
1 July	MW Slaymaker	122385	36.00	Repairs to picnic table, Millennium Wood
1 July	E Martin Comp Services	DDR	28.34	Website Maintenance Contract
1 July	EDF Energy	DDR	14.00	Public Toilet Electricity
1 July	EDF Energy	DDR	105.00	Office Electricity
1 July	EDF Energy	DDR	7.00	Clock Tower Electricity
4 July	Zoom	card	14.39	Zoom (July)
5 July	RBS Ltd	122386	148.80	Alpha Accounts package 2021/22
10 July	Sedgemoor DC	DDR	225.00	Office rates
10 July	Sedgemoor DC	DDR	50.00	Cemetery Rates
15 July	P J Addicott	S/O	350.00	Office rent (July)
15 July	Santander	DDR	4.00	Bank charges (a/c 3 – June transactions)
Total Expenditure			£6,321.31	

Cancelled cheques: 122378,122381

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

- c) The most recent bank statements/reconciliations were **noted**.
- d) It was agreed to purchase two “No barbecue” signs.

5736 Highways

Cllr Reid complained about the drains and pothole at Jacksons Lane. The Clerk confirmed that the issues had been reported to Highways, and as she had reported at the last meeting, the Assistant Highways Service Manager had confirmed that work orders were being issued to deal with the problems. It was not clear when the work would be undertaken.

5737 Chairman’s Report

The Chairman had attended a meeting run by Hidden Voices in Bridgwater, dealing with County Lines, “cuckooing” and related issues. He explained that gangs often befriend vulnerable people and take over their homes to use them for “drug houses” – this is “cuckooing”. He asked those present to be aware of the signs. In particular look out for neighbours or friends who are different – perhaps withdrawn from their usual routines or social lives. They may have unfamiliar people staying with them (such as a previously unknown nephew), or more comings and goings. Vulnerable children and adults are recruited as runners to transport drugs and cash all over the country, so that the criminals behind it can remain detached and less likely to be detected. If you have concerns, please contact the police or Crimestoppers (which you can do anonymously) on **0800 555 111**.

5738 Clerks Report

Public Toilets: the refurbishment was nearing completion and it was expected they would be ready to open at the end of next week. A new toilet cleaner has been appointed and would clean thoroughly once the decorating was finished and then start the permanent routine. It was willing to undertake additional work.

Accounts and Audit: The Annual Return has been sent off to the External Auditor, and their work was expected to be complete by 30 September. The Public Examination period would end on Monday 26 July.

Lucy Hobbs Trust: Cemetery Committee meeting minutes have been circulated. It was agreed to contact the solicitor recommended and papers were being passed on to him to consider. We will then meet him to discuss the way forward.

Website: The Chairman had created a dynamic map of all planning applications for the last couple of years – “dynamic” because it is easily updated as future applications come in, or there are other updates. The Planning page of the website had been rebuilt to include the map.

Millennium Wood table: as reported previously, the table was badly damaged by someone using a barbecue on top of the table. The repairs have been carried out at a total cost of £115.

The Clerk met with new(ish) Village Agent (VA), Sarah Bennett. The discussion was mainly about her role and how the VA and the Parish Office could collaborate. Sarah can be contacted at: 0798 568 0269 and e-mail: sarahb@somersetccc.org.uk.

The Clerk had attended the SSG meeting in Cllr Reid’s absence. She gave a brief report on the main items of interest to Nether Stowey.

5739 Members Reports

There were a number

Welcome Pack (Cllr Ferriday):

Cllr Ferriday was making progress and would circulate the first draft for comment.

NS Village Hall and Recreation Ground (Cllr Rich):

Pilates classes have resumed at the Village Hall and there was also Yoga and the mini flower show in August. There would not be a pantomime this year.

The RG portacabin has been booked once a month to allow access to the toilets when parties are being held on the field. The Treasurer is working with the football club to obtain a grant from the FA for moveable goals & ball stop nets, to allow the pitches to be moved and preserve the goal mouths.

Party in the Park will be on 7th August, focusing on getting the community back together. A grant is being sought from ASDA to cover some of the costs.

NSVH & RG CIO (Cllr Jeanes):

They were carrying out surveys in connection with planning application which they hoped to submit soon.

5740 Forthcoming Events

13 July – Somerset Bus Improvement Plan (MR)

14 July – Interpretive panel inauguration at The Mount (JR/CF)

20 July – AONB JAC meeting (CF)

22 July – Transport Forum (MR)

5741 Next Parish Council Meeting

The next meeting will be held on **Monday 13 September** at the Church Centre at 7pm. If there is urgent business to conduct, a meeting will be held on Monday 9 August.

The meeting closed at 7:55 pm

Budget Report at 9 July 2021

Income	Outturn at 31 Mar 2021	Budget 2021/22	April 2021	May 2021	June 2021	First quarter	July 2021	Second quarter	Total income to date	% Original budget
1002 Allotment Rental	100.00	100.00	-	-	-	0.00	-	0.00	0.00	0.0%
1004 Bank Interest	66.12	85.00	-	-	-	0.00	-	0.00	0.00	0.0%
1006 Cemetery Income	2,463.00	1,500.00	-	95.00	1,150.00	1,245.00	165.00	165.00	1,410.00	94.0%
1011 Precept	58,379.00	63,412.00	31,706.00	-	-	31,706.00	0.00	0.00	31,706.00	50.0%
1012 Printing & Copying receipts	12.00	300.00	-	12.80	-	12.80	11.10	11.10	23.90	8.0%
115 VAT Refunds	1,535.02	-	958.11	0.00	-	958.11	0.00	0.00	958.11	**
Total Income for Year	62,555.14	65,397.00	32,664.11	107.80	1,150.00	33,921.91	176.10	176.10	34,098.01	52.1%

Expenditure	Outturn at 31 Mar 2021	Budget 2021/22	April 2021	May 2021	June 2021	First quarter	July 2021	Second quarter	Total spent to date	% Original budget
Parish Office										
4101 Office Rent, rates + supplies	4,245.90	4,315.00	384.00	350.00	350.39	1,084.39	350.00	350.00	1,434.39	33.2%
4102 Office utilities	3,346.61	4,410.00	325.50	409.59	234.86	969.95	330.00	330.00	1,299.95	29.5%
4103 Postage	54.96	60.00	0.00	2.25	23.76	26.01	-	0.00	26.01	43.4%
4104 Stationery + equipment	153.23	250.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.0%
4105 Telephone & Internet	559.94	480.00	39.95	79.90	39.95	159.80	-	0.00	159.80	33.3%
4106 Website + IT costs	747.20	695.00	27.42	27.42	27.42	82.26	147.62	147.62	229.88	33.1%
4107 Books and publications	0.00	-	26.74	0.00	0.00	26.74	-	0.00	26.74	**
4108 Printing costs	167.54	450.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.0%
4109 Office Miscellaneous	29.94	-	0.00	0.00	-29.94	-29.94	-	0.00	-29.94	**
TOTAL Parish Office	9,305.32	10,660.00	803.61	869.16	646.44	2,319.21	827.62	827.62	3,146.83	29.5%
Staff Costs										
4201 Salaries	31,350.03	31,600.00	2,952.24	1,895.20	1,800.09	6,647.53	-	0.00	6,647.53	21.0%
4202 Staff travel and expenses	0.00	30.00	0.00	0.00	32.40	32.40	-	0.00	32.40	108.0%
4203 Staff Training	45.00	50.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.0%
TOTAL Staff Costs	31,395.03	31,680.00	2,952.24	1,895.20	1,832.49	6,679.93	0.00	0.00	6,679.93	21.1%

Expenditure	Outturn at 31 Mar 2021	Budget 2021/22	April 2021	May 2021	June 2021	First quarter	July 2021	Second quarter	Total spent to date	% Original budget
Administration & Finance										
4301 Audit Fees	585.00	595.00	0.00	0.00	285.00	285.00	-	0.00	285.00	47.9%
4302 Bank charges	13.29	10.00	16.65	0.35	0.00	17.00	4.00	4.00	21.00	210.0%
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	164.25	20.00	50.00	0.00	0.00	50.00	-	0.00	50.00	250.0%
4306 Elections	0.00	235.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.0%
4307 Insurance	1,197.18	1,230.00	0.00	884.55	0.00	884.55	-	0.00	884.55	71.9%
4308 Statutory Fees	35.00	40.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.0%
4309 Subscriptions	572.35	635.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.0%
4310 Meeting room hire/Zoom	131.89	420.00	11.99	11.99	33.99	57.97	11.99	11.99	69.96	16.7%
TOTAL Administration & Finance	2,948.96	3,435.00	78.64	896.89	568.99	1,544.52	15.99	15.99	1,560.51	45.4%
Cemetery										
4402 Cemetery Rates	218.85	235.00	51.67	50.00	50.00	151.67	50.00	50.00	201.67	85.82%
4403 Maintenance + bins	2,791.79	3,500.00	81.38	390.60	0.00	471.98	-	0.00	471.98	13.49%
TOTAL Cemetery	3,010.64	3,735.00	133.05	440.60	50.00	623.65	50.00	50.00	673.65	18.04%
Community Services										
4501 Christmas Tree & Lights	288.04	60.00	0.00	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	0.00%
4508 Support for Tourism	0.00	250.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%
TOTAL Community Services	388.04	410.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Village Maintenance										
4601 A39 Verge	504.00	740.00	0.00	74.40	0.00	74.40	-	0.00	74.40	10.05%
4602 Clock Tower Maintenance	350.00	2,285.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%
4603 Clock Tower Electricity	405.14	120.00	7.00	7.00	7.00	21.00	7.00	7.00	28.00	23.33%
4604 General Maintenance	230.08	190.00	0.00	0.00	0.00	0.00	166.67	166.67	166.67	87.72%
4605 The Cross, Gaol and WM	94.75	150.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%
4606 Palmers Path	351.00	460.00	0.00	18.60	0.00	18.60	-	0.00	18.60	4.04%
4607 Public Seating	0.00	250.00	0.00	0.00	27.62	27.62	-	0.00	27.62	11.05%
4608 Public Footpaths	0.00	25.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%
4609 Dog Bins	1,603.50	1,900.00	789.88	0.00	0.00	789.88	-	0.00	789.88	41.57%
4610 Coleridge Road	0.00	160.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%

Expenditure	Outturn at 31 Mar 2021	Budget 2021/22	April 2021	May 2021	June 2021	First quarter	July 2021	Second quarter	Total spent to date	% Original budget
Village Maintenance continued										
4612 Plot 173	216.00	-	0.00	0.00	0.00	0.00	-	0.00	0.00	**
4613 Mill Ln/Lime St maint	607.02	300.00	0.00	55.80	0.00	55.80	-	0.00	55.80	18.60%
TOTAL Village Maintenance	4,361.49	6,680.00	796.88	155.80	113.39	1,066.07	209.67	209.67	1,275.74	19.10%
Castle St Toilets + Car Park										
4701 Castle St Toilets Cleaning	0.00	3,515.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%
4702 Castle St Toilets Electricity	179.64	200.00	14.00	14.00	14.00	42.00	14.00	14.00	56.00	28.00%
4703a Car Park Rates	798.40	852.00	798.40	0.00	0.00	798.40	-	0.00	798.40	93.71%
4703b Public Toilets Rates	1,884.65	-	198.05	197.00	-2,279.70	-1,884.65	-	0.00	-1,884.65	**
4704 Castle St Toilets Repairs	0.00	150.00	0.00	6.78	2,015.83	2,022.61	-	0.00	2,022.61	1348.41%
4705 Castle St Toilets Water	239.78	360.00	0.00	0.00	115.43	115.43	-	0.00	115.43	32.06%
4706 Castle St Car Park maint	272.00	420.00	0.00	0.00	0.00	0.00	-	0.00	0.00	0.00%
TOTAL Castle St Toilets/Car Park	3,374.47	5,497.00	1,010.45	217.78	-134.44	1,093.79	14.00	14.00	1,107.79	20.15%
Grants										
4801 Grants Pool	1,726.00	3,300.00	0.00	0.00	45.00	45.00	-	0.00	45.00	1.36%
4803 Library	500.00	-	0.00	0.00	0.00	0.00	-	0.00	0.00	**
TOTAL Grants	2,226.00	3,300.00	0.00	0.00	45.00	45.00	0.00	0.00	45.00	1.36%
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	1,379.60	0.00	22.67	205.54	244.60	472.81	31.92	31.92	504.73	**
Total Expenditure	59,975.86	65,397.00	5,797.54	4,680.97	3,366.47	13,844.98	1,149.20	1,149.20	14,994.18	22.93%
Total Income	62,555.14	65,397.00	32,664.11	107.80	1,150.00	33,921.91	176.10	176.10	34,098.01	52.14%
Reserve contribution to Budget	-2,579.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Balance expenditure-income	2,579.28	0.00	-26,866.57	4,573.17	2,216.47	-20,076.93	973.10	973.10	19,103.83	

Balance Sheet**Bank:**

19,086.63

30,467.92

146.13 = **£ 49,700.68****Balance:**

as at 1 Apr

30,596.85

Plus: income

34,098.01

Less: payments

14,994.18

= **£ 49,700.68**