

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 8 NOVEMBER 2021 AT 7.00pm
AT ST MARYS CHURCH CENTRE

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

In Attendance: Caro Slaymaker (Parish Clerk)
 Cllr Michael Caswell (SCC, SDC)
 Seven members of the public

The Chairman welcomed everyone. Before the meeting started he wished to pay tribute to Mr Mike Henry and Mr Ken Lee, who had both died recently. Mr Henry had been instrumental in raising funds for and erecting the War Memorial. Mr Lee, a former Parish Councillor had, with Mr Gilbert Willis, been responsible for saving the land usually known as Plot 173, when they literally sat in front of the bulldozers. Both gentlemen had played an important part in the community and would be much missed.

5773 Apologies

Apologies were received from Cllr Jeanes (business). His absence was approved. D/Cllr Pay had also sent her apologies as she was attending Parish Council meetings elsewhere.

5774 Declarations of Interest

Cllr Rich declared an interest in Nether Stowey Village Hall and Recreation Ground as the Parish Council's representative.

5775 Public Session

The Chairman proposed to suspend Standing Orders later in the meeting to allow those members of the public who wished to speak on planning applications. This was **agreed**.

A member of the public again raised concerns about the traffic on Mill Lane as outlined in the minutes of 13 September and 11 October. The Chairman said that any changes by County Highways would need to be evidence-based, and the evidence to date was not supportive. Since the last meeting the Council had received confirmation that a traffic and speed survey had been carried out between 5 and 14 August 2019, which showed the daily average was 11 vehicles (of 944) travelling in excess of 30mph. These findings were similar to the last temporary SID report in 2017. The Parish Council had not received a report from the PCSO's survey in October, but it was hoped that there would be a second session on 19 November, depending on shifts and his availability.

The Chairman had suggested setting up a Community Speedwatch, but as yet no-one had come forward. As reported last month, Highways had confirmed that the school would be getting 20mph indicators in line with Somerset County Council's new policy, and it was hoped that this would be before the end of March. The Chairman had been looking into Speed Indicator Devices which could be used in multiple locations as needed.

5776 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 11 October were **approved** as a true record and signed by the Chairman.

5777 District and County Liaison

Cllr Caswell sympathised with the difficulties of Mill Lane. He said that his biggest battles at the County Council were all Highways-related. He applauded the villages who were trying to

get 20mph zones. He thought Parish Councils should get budgets and do more of this themselves. He thought the Unitary Council would mean more being devolved like this.

He confirmed that the new Unitary Council would consist of 2 members per ward – ie roughly the Quantock Cluster.

Sedgemoor were offering free trees and bulbs

The Transport Works Act Order for the River Parrett barrage had not yet been signed.

5778 Replacement Trees

It was **agreed** that replacement trees could be planted, but not in the car park. The Clerk would contact Sedgemoor about their offer.

5779 Platinum Jubilee

It was **agreed** that the Council did not have the capacity to organise an event but would happily assist groups who wished to do something, particularly with the more technical matters such as road closures.

A budget for grant funding would be discussed during the forthcoming budget meetings to be included in the precept demand in January.

The Clerk would draft a notice for the Quantock Messenger to publicise the Council's offer of support, arrangements for grants and about the beacon.

5780 Planning Applications

a) **Planning Ref:** 36/21/00020 – Poole Retreat, Tanyard, Nether Stowey
Proposal: works to various trees subject to Tree Preservation Orders
Response: *No comments*

b) **Planning Ref:** 36/21/00022 – Car Park, Castle Street, Nether Stowey
Proposal: works to various trees in a Conservation Area
Response: *Support the application in the interests of public safety and amenity*

It was noted that two trees included in the application are not part of the Parish Council's land. It was agreed that the Parish Council would not pay for these trees to be lifted, and the Clerk would contact the Library who it is believed are responsible for them.

c) **Planning Ref:** 36/21/00019 – 7 Wilsons Close, Nether Stowey
Proposal: Erection of 2no. dwellings with parking and garages.
Response: *To send Comments– a copy of the response is appended to these minutes*

5781 Nether Stowey United Charity

The re-appointment of Mrs Jane Erskine and Mr Martin Trout as Parish Council-nominated Trustees to Nether Stowey United Charity for a further period of four years was **agreed unanimously**. The Chairman expressed the Parish Council's thanks that Mrs Erskine and Mr Trout were willing to continue to serve the Community in this capacity.

5782 Financial Management

a) The Budget Report for the year to 5 November was noted. A copy of the report is appended to these minutes.

b) Expenditure incurred since 11 October:

Date	Payee Name	Cheque	Amount	Transaction Details
9 Oct	BT Business	DDR	47.94	Phone/Broadband bill 25 Sept
12 Oct	Morrisons	CARD	14.48	Start-up kit - Reading group
13 Oct	Somerset Waste P	CARD	56.60	Garden Waste sacks x 2 packs
18 Oct	John Roberts	122421	18.00	Mileage, NS/Williton x2 trips
18 Oct	E Martin Comp Svcs	122422	121.99	Repair office PC

Date	Payee Name	Cheque	Amount	Transaction Details
18 Oct	St Mary's PCC, NS	122423	60.00	Hall hire Oct-Nov-Dec
19 Oct	B&M Retail Ltd	CARD	5.97	Bleach 3 large bottles
20 Oct	Chris Flay	122425	85.20	Ladies - flush pedal repair
22 Oct	Staff payroll	122424, 426-28	2,110.09	Staff payroll (Oct)
25 Oct	Post Office Ltd (NS)	CARD	31.68	2nd cl stamps x 48
25 Oct	Royal British Legion	CARD	19.25	Wreath for Remembrance Sunday service
26 Oct	Valitti Ltd (via Amazon)	CARD	17.89	Reflective paint for Palmers Path steps
27 Oct	Repark Ltd (via	CARD	7.99	2022 Year Planner
27 Oct	NSPC	122429	180.00	Transfer to a/c 3 for debit card transactions
29 Oct	Mrs CF Slaymaker	122430	24.49	Clerk expenses, keys (toilets)
1 Nov	E Martin Computer Svs	DDR	28.34	Website Maintenance contract Nov
1 Nov	EDF Energy	DDR	22.00	Toilets electricity Nov
3 Nov	EDF Energy	DDR	105.00	Office electricity Nov
4 Nov	EDF Energy	DDR	8.00	Clock Tower electricity Nov
4 Nov	Amazon	card	4.49	Stationery
5 Nov	B & M	card	5.98	Toilet rolls (public toilets)
5 Nov	HSD Online	card	50.74	Bulk toilet rolls (public toilets)
8 Nov	BT Business	DDR	47.94	Phone/broadband (bill 25 Oct)
10 Nov	Sedgemoor DC	DDR	225.00	Office rates Nov
15 Nov	P J Addicott	SO	350.00	Office rent Nov
15 Nov	Microsoft OneDrive	CARD	4.56	Microsoft OneDrive Nov
15 Nov	Santander	DD	2.80	Bank charges (a/c 3 October transactions)
Total Expenditure			£ 3,656.42	

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

- c) The most recent bank statements/reconciliations were **noted**. Cllr Ferriday had carried out the bank reconciliation and voucher check and was satisfied that all was in order.

5783 Highways

The Clerk had reported a number of road defects over the past week.

5784 Chairman's Report

The Chairman had nothing further to report.

5785 Clerks Report

Nicola Hale's first Community Safety drop-in session took place on 25 October. No-one turned up. The next session will be held at the Parish Office on Monday 29 November.

The Remembrance Service takes place on Sunday 14 November. The Clerk had bought a wreath to be laid by the Chairman.

The Clerk continued to attend the fortnightly Clerks Forum for Local Government reorganisation. SCC is setting up units to plan and prepare the various aspects. They had not taken into account Parish and Town budgeting cycles.

The Community Infrastructure for this half of the year had now been received.

The Clerk had attempted to order the green bin, as agreed at last month's meeting, but this service was not available to the Parish Council, contrary to previous information. Sacks had been ordered but were an expensive alternative.

The Christmas Tree would be delivered on 3 December. It was agreed to decorate the Cross on Sunday 5 December.

5786 Members Reports

Hinkley Point (Cllr Reid): Cllr Reid had attended the SSG meeting. There was a new Site Director at A Station. Covid restrictions meant that 50% of A Station staff were working at home. They were now consolidating deliveries in the same way as HPC.

At B Station, the Station Director would also retire soon. There had been a spillage incident but it had now been cleaned up. One reactor was now closed, others would be closed down in 6 months. Defuelling would start in June, moving 3 flasks per week for about 3 years. Staff were now being consulted about future options, such as redeployment.

Buses (Cllr Reid): Somerset had bid for £163m for bus improvements. There were some good ideas. Somerset had the second lowest usage nationally, and the worst satisfaction level in the country. One plan was to change to electric buses but this might be expensive. There was a problem with a shortage of drivers, but this was a national problem similar to the HGV driver shortage.

Stowey Walking and AONB JAC (Cllr Falla): nothing to report.

Thomas Poole Library (Cllr Ferriday): Cllr Ferriday would attend the next meeting the following week.

5787 Forthcoming Events

9 Nov – Meeting with Strongvox – update on progress	(Cricketer WG)
10 Nov – SCC/Clerks Local Government Reorganisation (LGR)	(Clerk)
14 Nov – Remembrance Service	
18 Nov – HPC Workforce Uplift	(JR, MR)
24 Nov – SCC/Clerks Local Government Reorganisation (LGR)	(Clerk)
25 Nov – HPC Transport Forum	(MR)
29 Nov – Community Safety Drop-in Session at the Parish Office 10.30 am <i>Nicola Hale, Sedgemoor Community Safety Officer</i> Nicola Hale, Sedgemoor Community Safety Officer	

5788 Next Parish Council Meeting

The next meeting will be held on **Monday 13 December** at the Church Centre at 7pm.

The meeting closed at 8:10 pm

Planning response

To be added when agreed

Budget Report at 5 November 2021

Income	Outturn at 31 Mar 2021	Budget 2021/22	First quarter	Second quarter	Oct 2021	Nov 2021	Third quarter	Total income to date	% Original budget
1002 Allotment Rental	100.00	100.00	0.00	0.00	-	-	0.00	0.00	0.0%
1004 Bank Interest	66.12	85.00	0.00	0.00	-	-	0.00	0.00	0.0%
1005 Community Infrastructure Levy	0.00	0.00	0.00	0.00	14,454.05	-	14,454.05	14,454.05	0.0%
1006 Cemetery Income	2,463.00	1,500.00	1,245.00	957.00	164.00	186.00	350.00	2,552.00	170.1%
1011 Precept	58,379.00	63,412.00	31,706.00	31,706.00	-	-	0.00	63,412.00	100.0%
1012 Printing & Copying receipts	12.00	300.00	12.80	11.10	-	-	0.00	23.90	8.0%
115 VAT Refunds	1,535.02	-	958.11	0.00	748.03	-	748.03	1,706.14	**
Total Income for Year	62,555.14	65,397.00	33,921.91	32,674.10	15,366.08	186.00	15,552.08	82,148.09	126.0%

Expenditure	Outturn at 31 Mar 2021	Budget 2021/22	First quarter	Second quarter	Oct 2021	Nov 2021	Third quarter	Total spent to date	% Original budget
Parish Office									
4101 Office Rent, rates + supplies	4,245.90	4,315.00	1,084.39	1,010.48	354.49	350.00	704.49	2,799.36	64.9%
4102 Office utilities	3,346.61	4,410.00	969.95	990.00	330.00	330.00	660.00	2,619.95	59.4%
4103 Postage	54.96	60.00	26.01	0.00	31.68	-	31.68	57.69	96.2%
4104 Stationery + equipment	153.23	250.00	0.00	0.00	108.32	4.49	112.81	112.81	45.1%
4105 Telephone & Internet	559.94	480.00	159.80	119.85	39.95	-	39.95	319.60	66.6%
4106 Website + IT costs	747.20	695.00	82.26	206.26	52.42	23.62	76.04	364.56	52.5%
4107 Books and publications	0.00	-	26.74	0.00	-	-	0.00	26.74	**
4108 Printing costs	167.54	450.00	0.00	5.66	-	29.95	29.95	35.61	7.9%
4109 Office Miscellaneous	29.94	-	-29.94	0.00	-	-	0.00	-29.94	**
TOTAL Parish Office	9,305.32	10,660.00	2,319.21	2,332.25	916.86	738.06	1,654.92	6,306.38	59.2%
Staff Costs									
4201 Salaries	31,350.03	31,600.00	6,647.53	5,400.27	1,800.09	-	1,800.09	13,847.89	43.8%
4202 Staff travel and expenses	0.00	30.00	32.40	0.00	-	-	0.00	32.40	108.0%
4203 Staff Training	45.00	50.00	0.00	0.00	4.50	-	4.50	4.50	9.0%
TOTAL Staff Costs	31,395.03	31,680.00	6,679.93	5,400.27	1,804.59	0.00	1,804.59	13,884.79	43.8%
Administration & Finance									
4301 Audit Fees	585.00	595.00	285.00	300.00	-	-	0.00	585.00	98.3%
4302 Bank charges	13.29	10.00	17.00	10.80	2.25	2.80	5.05	32.85	328.5%
4303 Chairman's Honorarium	250.00	250.00	250.00	0.00	-	-	0.00	250.00	100.0%

Expenditure	Outturn at 31 Mar 2021	Budget 2021/22	First quarter	Second quarter	Oct 2021	Nov 2021	Third quarter	Total spent to date	% Original budget
Admin & Finance (continued)									
4304 C/llrs' Expenses/training	164.25	20.00	50.00	0.00	37.25	-	37.25	87.25	436.3%
4306 Elections	0.00	235.00	0.00	0.00	-	-	0.00	0.00	0.0%
4307 Insurance	1,197.18	1,230.00	884.55	500.00	-	-	0.00	1,384.55	112.6%
4308 Statutory Fees	35.00	40.00	0.00	0.00	-	-	0.00	0.00	0.0%
4309 Subscriptions	572.35	635.00	0.00	384.64	-	-	0.00	384.64	60.6%
4310 Meeting room hire/Zoom	131.89	420.00	57.97	104.47	60.00	-	60.00	222.44	53.0%
TOTAL Administration & Finance	2,948.96	3,435.00	1,544.52	1,299.91	99.50	2.80	102.30	2,946.73	85.8%
Cemetery									
4402 Cemetery Rates	218.85	235.00	151.67	100.00	-	-	0.00	251.67	107.09%
4403 Maintenance + bins	2,791.79	3,500.00	471.98	1,395.00	-	520.80	520.80	2,387.78	68.22%
TOTAL Cemetery	3,010.64	3,735.00	623.65	1,495.00	0.00	520.80	0.00	2,639.45	70.67%
Community Services									
4501 Christmas Tree & Lights	288.04	60.00	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%
4508 Support for Tourism	0.00	250.00	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%
TOTAL Neighbourhood Plan	1,586.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**
Village Maintenance									
4601 A39 Verge	504.00	740.00	74.40	446.40	-	148.80	148.80	669.60	90.49%
4602 Clock Tower Maintenance	350.00	2,285.00	0.00	0.00	-	-	0.00	0.00	0.00%
4603 Clock Tower Electricity	405.14	120.00	21.00	20.74	8.00	8.00	16.00	57.74	48.12%
4604 General Maintenance	230.08	190.00	0.00	166.67	-	-	0.00	166.67	87.72%
4605 The Cross, Gaol and WM	94.75	150.00	0.00	10.00	5.00	-	5.00	15.00	10.00%
4606 Palmers Path	351.00	460.00	18.60	111.60	14.91	37.20	52.11	182.31	39.63%
4607 Public Seating	0.00	250.00	27.62	0.00	-	-	0.00	27.62	11.05%
4608 Public Footpaths	0.00	25.00	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	41.57%
4610 Coleridge Road	0.00	160.00	0.00	0.00	-	37.20	37.20	37.20	23.25%
4611 Millennium Wood	0.00	100.00	78.77	49.02	-	-	0.00	127.79	127.79%
4612 Plot 173	216.00	-	0.00	223.20	-	148.80	148.80	372.00	**

Expenditure	Outturn at 31 Mar 2021	Budget 2021/22	First quarter	Second quarter	Oct 2021	Nov 2021	Third quarter	Total spent to date	% Original budget
Village Maintenance (continued)									
4613 Mill Ln/Lime St maintenance	607.02	300.00	55.80	186.00	-	-	0.00	241.80	80.60%
TOTAL Village Maintenance	4,361.49	6,680.00	1,066.07	1,213.63	27.91	380.00	407.91	2,687.61	40.23%
Castle St Toilets + Car Park									
4701 Castle St Toilets Cleaning	0.00	3,515.00	0.00	562.79	254.97	47.26	302.23	865.02	24.61%
4702 Castle St Toilets Electricity	179.64	200.00	42.00	43.27	22.00	22.00	44.00	129.27	64.64%
4703a Car Park Rates	798.40	852.00	798.40	0.00	-	-	0.00	798.40	93.71%
4703b Public Toilets Rates	1,884.65	-	-1,884.65	0.00	-	-	0.00	-1,884.65	see note 1
4704 Castle St Toilets Repairs	0.00	150.00	116.18	-12.36	93.92	-	93.92	197.74	131.83%
4704b Castle St Toilets Refurb	0.00	-	1,906.43	420.01	-	-	0.00	2,326.44	**
4705 Castle St Toilets Water	239.78	360.00	115.43	0.00	-	-	0.00	115.43	32.06%
4706 Castle St Car Park maint	272.00	420.00	0.00	426.65	101.60	111.60	213.20	639.85	152.35%
4709 Castle St miscellaneous	0.00	-	0.00	0.00	-	-	0.00	0.00	**
TOTAL Castle St Toilets + Car Park	3,374.47	5,497.00	1,093.79	1,440.36	472.49	180.86	653.35	3,187.50	57.99%
Grants									
4801 Grants Pool	1,726.00	3,300.00	45.00	46.18	14.48	-	14.48	105.66	3.20%
4803 Library	500.00	-	0.00	0.00	-	-	0.00	0.00	**
TOTAL Grants	2,226.00	3,300.00	45.00	46.18	14.48	0.00	14.48	105.66	3.20%
CIL + Capital Expenditure									
TOTAL CIL + Capital Expenditure	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	472.81	275.22	60.89	10.71	71.60	819.63	**
Total Expenditure	59,975.86	65,397.00	13,844.98	13,502.82	3,396.72	1,842.69	5,239.41	32,587.21	49.83%
Total Income	62,555.14	65,397.00	33,921.91	32,674.10	15,366.08	186.00	15,552.08	82,148.09	125.61%
Balance expenditure-income	2,579.28	0.00	-20,076.93	-19,171.28	-11,969.36	1,656.69	-10,312.67	49,560.88	

Note 1 – Refund of rates paid in 2020/21

Balance Sheet **Bank:** 49,504.48
30,467.92
185.33 = £ 80,157.73

Balance: as at 1 Apr 30,596.85
Plus: income 82,148.09
Less: payments 32,587.21 = **£ 80,157.73**