

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 14 MARCH 2022 AT 7.00pm
AT ST MARYS CHURCH CENTRE

Present: Parish Councillors John Roberts (Chairman)
 Janet Burdge
 Penny Everett (*from minute 5843*)
 Colin Falla
 Kevin Ferriday
 Margaret Hogg

In Attendance: Caro Slaymaker (Parish Clerk)
 Four members of the public

5840 Apologies

Cllr Reid and Cllr Rich had sent apologies owing to illness. Cllr Jeanes had sent apologies for family reasons. Their absences were approved (unanimous). Cllr Pay had sent apologies also.

5841 Declarations of Interest

There were no declarations or dispensations.

5842 Public Session

No issues raised.

5843 Co-option

Mrs Penny Everett was duly co-opted to the Parish Council. She signed the Declaration of Acceptance and joined the meeting. The Chairman thanked her for being willing to serve the community and welcomed her to the Council.

5844 Minutes of Previous Meeting

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

5845 District and County Liaison

No Councillors present.

5846 Lucy Hobbs Trust

It was **agreed** to appoint Cllr Ferriday (in an *ex officio* capacity as Vice Chairman of the Parish Council and Cllr Burdge, who would also join the Cemetery Committee.
(Unanimous).

5847 Pay Award

It was **agreed** to implement the NJC national salary award and pay arrears in line with the Parish Council's contractual obligations (proposed Cllr Hogg, seconded Cllr Burdge, unanimous).

5848 Financial Management

- a) The Budget Report for the year to 11 March was noted. A copy of the report is appended to these minutes.
- b) The Parish Council noted the Clerk's report and **agreed** the recommendations. It was agreed that the Clerk, Chairman and Chairman (Finance & Audit) would go through the final details at the end of the month. Cllr Falla confirmed that the General Reserve needed to increase. The Chairman agreed, adding that this was especially important with the unknown effects of Local Government Reorganisation.

c) Expenditure incurred since 10 January:

Date	Payee Name	Cheque	Amount	Transaction Details
16 Feb	Wilko/Wilkinsons	card	8.50	2xA4 reams, highlighters
21 Feb	Ideal Stencils	card	8.49	Dog fouling stencil
21 Feb	Graff-City (via Amazon)	card	12.99	Chalk spray paint for pavement stencil
21 Feb	APV Trade (via Amazon)	card	34.98	Toddlers Grant - magnetic tiles
22 Feb	Kidly Ltd	card	33.00	Toddlers Grant Doctors set
22 Feb	Staff payroll	122464-7	2,050.09	Staff payroll and cleaning (Feb)
28 Feb	HSD Online	card	18.98	Soap for toilets
28 Feb	B&M retail	card	6.07	Bleach for toilets
1 Mar	St Mary's PCC	122468	60.00	Hall Hire Art Group (Feb)
1 Mar	E Martin Computer Svs	DDR	28.34	Website Maintenance contract Mar
1 Mar	EDF Energy	DDR	19.00	Public toilets electricity Mar
2 Mar	Post Office	card	7.34	Stamps and postage (charged to LH Trust)
4 Mar	EDF Energy	DDR	105.00	Office electricity Mar
4 Mar	EDF Energy	DDR	9.00	Clock Tower electricity Mar
8 Mar	BT Business	DDR	47.94	Office Phone/broadband (bill 25 Feb)
8 Mar	Pest Control 999	122470	296.00	Mole control, cemetery
9 Mar	Cartridge People	card	49.99	Printer cartridges (Cllr Roberts)
15 Mar	Santander	DDR	2.10	Bank a/c 3 charges (Feb transactions)
15 Mar	P J Addicott	SO	350.00	Office rent (Mar)
15 Mar	Microsoft OneDrive	card	4.56	Microsoft OneDrive (Mar)
15 Mar	Zoom	card	14.39	Zoom subscription (Mar)
Total Expenditure			£ 3,166.76	

Transfer of funds (chq 122469) 200.00 From Current a/c to A/c 3 (for debit card)

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

d) The most recent bank statements/reconciliations were **noted**. Cllr Rich had carried out the bank reconciliation and voucher check and the Chairman had confirmed that she was satisfied with it.

5849 Highways

The Clerk reported that St Mary Street would be closed from Banneson Road to the A39 from Monday 21 March for two weeks. Mill Lane (from Coleridge Road to Lime Street) and Lime Street (from Mill Lane to the A39) would be closed for three days. There was a risk that, if the St Mary Street works overran, the village's main access points would be closed at the same time. The Clerk had raised this with Highways, to no avail.

5850 Chairman's Report

The Chairman had hosted a Zoom meeting on 28 February with members of the County Council's Unitary team and local parishes. He said he would have liked to report that it was a success, but sadly most of those attending had left feeling it was a waste of time, with constant reference to the original business case, and many questions left unanswered.

The Chairman was concerned that most people were unaware of the changes that were coming. In particular the “Local Community Network” system was still totally unclear. There was much reference to the Frome pilot project. It was frightening how little progress seemed to have been made.

Following the meeting those attending had sent feedback. This had been circulated to Parish Council members and also sent to the Unitary team (from whom there had been no response or reaction).

Cllr Ferriday, who had attended the meeting, was concerned about the devolution of services with no budget to go with it. This would mean that parishes who took over services would have to increase their precepts, while their residents would continue to pay the full amount of Unitary Council tax.

Cllr Falla was concerned that some Parishes could dominate their LCN and secure all the funds for the area on a project.

5851 Clerks Report

The toys for the Toddlers Group had been purchased and received with thanks. The Playing Field equipment was on order. The dog stencil had arrived and the Chairman would be testing it when the weather was better. He would also be putting up the new bench signs. The handrail had been installed on the A39, inspected and it was agreed that Mr Mayell had done a very good job.

The Clerk had arranged for the annual control of moles. Unfortunately a dozen traps had been stolen, incurring extra cost. Whilst no-one wanted to kill the moles, the Parish Council had a responsibility to ensure the safety of visitors who might trip on the uneven ground left behind.

In addition to the Chairman’s meeting, the Clerk had attended a number of other meetings on Local Government Reorganisation, and meeting notes had been circulated where available.

Stowey Green Spaces had planted the three crab apple trees in plot 173.

The Unitary and Parish Council elections would take place on 5 May, subject to the final legal requirements relating to the new Somerset Unitary Council. The closing date for nominations for candidates was 5 April and the last day to register to vote was 14 April.

5852 Members Reports

Hinkley Point fora: Cllr Reid had sent a written report of the most recent SSG meeting, as follows:

HP.A There have been no reportable incidents or accidents since the last report. The removal of Intermediate Level Waste (ILW) to storage is on target and a Mobile ILW Encapsulation Plant (MILWEP) has been delivered to site to improve efficiency. The clearance and disposal of residual asbestos is progressing well. The 111 concrete boxes for long-term use in the Intermediate Storage Facility (ISF) are being delivered and it is anticipated recovering of material to the store will continue until 2032.

There was no on-site damage during the recent storms. Very early discussions on possibly taking HP.B waste. Site is due to enter Care & Maintenance in 2037 but is now subject to review aiming for acceleration, hoping to know by the summer.

HP.B Mike Davies is the new site director. Over 15 years since last nuclear reportable event. Recent shutdown due to salt deposits on National Grid insulators, after cleaning Reactors 3 and 4 returned to service. July 2022 is definite and final shutdown date. It will be 46 years since R4 was connected to the National Grid. 3½ years to complete defueling. Environment Agency reported oil leakage being dealt with and action to prevent future incidents being taken.

Tidal Barrier update given as Secretary of State gave go ahead in January 22. Programme of downstream flood defence works at Comwich, Chilton Trinity and Pawlett starting mid-2022 through to 2024 explained. Barrier construction 2025-2027.

Somerset Bus Partnership: Cllr Reid also reported that the Government's Bus Support Grant, due to end in April, had been extended until October with an extra £15m..

Active Living: unfortunately, their first meeting had had to be postponed until (hopefully) April.

Thomas Poole Library (Cllr Ferriday): the next meeting would be on 16 March.

5853 Forthcoming Events

Wed 16 Mar	– Thomas Poole Library meeting		KF
	– SALC Election training	6pm	CS
Thurs 17 Mar	– HPC transport forum	6-9 pm	MR
	– LGR Advisory Board meeting	4.30pm	<i>public</i>
Wed 30 Mar	– LGR Clerk's forum Teams	10.30 am	CS

5854 Next Parish Council Meeting

The next meeting will be held on **Monday 11 April** at the Church Centre at 7pm.

The meeting closed at 7.40 pm

Monthly Budget Report 2021/2022
as at 11 March 2022

Income	Outturn at 31 Mar 21	Budget 2021/22	First quarter	Second quarter	Third quarter	Jan 2022	Feb 2022	Mar 2022	Fourth quarter	Total income to date	% Original budget	% Revised budget
1002 Allotment Rental	100.00	100.00	0.00	0.00	100.00	-	-	-	0.00	100.00	100.0%	100.0%
1004 Bank Interest	66.12	85.00	0.00	0.00	0.00	2.86	-	-	2.86	2.86	3.4%	3.4%
1005 Comm Inf Levy	0.00	0.00	0.00	0.00	14,454.05	-	-	-	0.00	14,454.05	**	**
1006 Cemetery Income	2,463.00	1,500.00	1,245.00	957.00	418.00	506.00	176.00	-	682.00	3,302.00	220.1%	220.1%
1011 Precept	58,379.00	63,412.00	31,706.00	31,706.00	0.00	0.00	0.00	0.00	0.00	63,412.00	100.0%	100.0%
1012 Printing receipts	12.00	300.00	12.80	11.10	10.95	-	-	-	0.00	34.85	11.6%	11.6%
115 VAT Refunds	1,535.02	-	958.11	0.00	748.03	0.00	0.00	0.00	0.00	1,706.14	**	**
Total Income for Year	62,555.14	65,397.00	33,921.91	32,674.10	1,276.98	508.86	176.00	0.00	684.86	68,557.85	102.5%	102.5%

Expenditure	Outturn at 31 Mar 21	Budget 2021/22	First quarter	Second quarter	Third quarter	Jan 2022	Feb 2022	Mar 2022	Fourth quarter	Total spent to date	% Original budget	% Revised budget
Parish Office												
4101 Rent and supplies	4,245.90	4,315.00	1,084.39	1,010.48	1,054.49	350.00	350.00	350.00	1,050.00	4,199.36	97.3%	98.4%
4102 Office utilities	3,346.61	4,410.00	969.95	990.00	946.02	330.00	105.00	105.00	540.00	3,445.97	78.1%	78.1%
4103 Postage	54.96	60.00	26.01	0.00	31.68	-	-	-	0.00	57.69	96.2%	74.0%
4104 Stationery/ equipment	153.23	250.00	0.00	0.00	129.06	-	7.08	-	7.08	136.14	54.5%	54.5%
4105 Telephone/Internet	559.94	480.00	159.80	119.85	120.34	39.95	39.95	-	79.90	479.89	100.0%	100.0%
4106 Website + IT costs	747.20	695.00	82.26	206.26	107.26	94.08	27.42	23.62	145.12	540.90	77.8%	79.7%
4107 Books and publications	0.00	-	26.74	0.00	0.00	-	-	-	0.00	26.74	**	99.0%
4108 Printing costs	167.54	450.00	0.00	5.66	29.95	53.68	28.20	41.66	123.54	159.15	35.4%	35.4%
4109 Office Miscellaneous	29.94	-	-29.94	0.00	0.00	-	-	-	0.00	-29.94	**	103.2%
TOTAL Parish Office	9,305.32	10,660.00	2,319.21	2,332.25	2,418.80	867.71	557.65	520.28	1,945.64	9,015.90	84.6%	85.0%
Staff Costs												
4201 Salaries	31,350.03	31,600.00	6,647.53	5,400.27	5,400.27	1,800.09	1,800.09	-	3,600.18	21,048.25	66.6%	66.6%
4202 Staff travel/expenses	0.00	30.00	32.40	0.00	4.50	-	-	-	0.00	36.90	123.0%	99.7%
4203 Staff Training	45.00	50.00	0.00	0.00	0.00	-	-	-	0.00	0.00	0.0%	0.0%
TOTAL Staff Costs	31,395.03	31,680.00	6,679.93	5,400.27	5,404.77	1,800.09	1,800.09	0.00	3,600.18	21,085.15	66.6%	66.6%
Administration & Finance												
4301 Audit Fees	585.00	595.00	285.00	300.00	0.00	-	-	-	0.00	585.00	98.3%	100.0%

Expenditure	Outturn at 31 Mar 21	Budget 2021/22	First quarter	Second quarter	Third quarter	Jan 2022	Feb 2022	Mar 2022	Fourth quarter	Total spent to date	% Original budget	% Revised budget
4302 Bank charges	13.29	10.00	17.00	10.80	8.70	2.25	3.65	2.10	8.00	44.50	445.0%	98.9%
Admin & Finance (continued)												
4303 Chairman's Honorarium	250.00	250.00	250.00	0.00	0.00	-	-	-	0.00	250.00	100.0%	100.0%
4304 C/llrs' Expenses/training	164.25	20.00	50.00	0.00	37.25	-	-	-	0.00	87.25	436.3%	235.8%
4306 Elections	0.00	235.00	0.00	0.00	0.00	-	-	-	0.00	0.00	0.0%	0.0%
4307 Insurance	1,197.18	1,230.00	884.55	500.00	0.00	-	-	-	0.00	1,384.55	112.6%	100.0%
4308 Statutory Fees	35.00	40.00	0.00	0.00	35.00	-	-	-	0.00	35.00	87.5%	100.0%
4309 Subscriptions	572.35	635.00	0.00	384.64	186.00	-	-	-	0.00	570.64	89.9%	99.9%
4310 Meeting room hire/Zoom	131.89	420.00	57.97	104.47	60.00	83.99	11.99	-	95.98	318.42	75.8%	96.2%
TOTAL Admin & Finance	2,948.96	3,435.00	1,544.52	1,299.91	326.95	86.24	15.64	2.10	103.98	3,275.36	95.4%	94.3%
Cemetery												
4402 Cemetery Rates	218.85	235.00	151.67	100.00	0.00	-	-	-	0.00	251.67	107.09%	99.87%
4403 Maintenance + bins	2,791.79	3,500.00	471.98	1,395.00	788.18	279.00	186.00	296.00	761.00	3,416.16	97.6%	90.18%
TOTAL Cemetery	3,010.64	3,735.00	623.65	1,495.00	788.18	279.00	486.34	296.00	1061.34	3,968.17	106.24%	98.22%
Community Services												
4501 Christmas Tree & Lights	288.04	60.00	0.00	0.00	70.00	-	-	-	0.00	70.00	116.67%	100.00%
4502 Allotment	100.00	100.00	0.00	0.00	100.00	-	-	-	0.00	100.00	100.00%	100.00%
4504 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	170.00	0.00	0.00	0.00	0.00	170.00	41.46%	40.48%
Neighbourhood Plan	1,586.31	0.00	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	74.40	446.40	186.00	37.20	-	-	37.20	744.00	100.54%	100.54%
4602 Clock Tower Maint	350.00	2,285.00	0.00	0.00	0.00	-	-	-	0.00	0.00	0.00%	0.00%
4603 Clock Electricity	405.14	120.00	21.00	20.74	8.50	8.00	9.00	9.00	26.00	76.24	63.53%	99.01%
4604 General Maintenance	230.08	190.00	0.00	166.67	8.12	-	17.90	-	17.90	192.69	101.42%	101.42%
4605 The Cross, Gaol	94.75	150.00	0.00	10.00	10.00	33.60	-	-	33.60	53.60	35.73%	99.26%
4606 Palmers Path	351.00	460.00	18.60	111.60	70.71	148.80	-	-	148.80	349.71	76.02%	76.02%
4607 Public Seating	0.00	250.00	27.62	0.00	300.00	-	-	-	0.00	327.62	131.05%	100.19%
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	789.88	-	-	-	0.00	1,579.76	83.15%	92.93%
4610 Coleridge Road	0.00	160.00	0.00	0.00	55.80	-	-	-	0.00	55.80	34.88%	58.74%

Expenditure	Outturn at 31 Mar 21	Budget 2021/22	First quarter	Second quarter	Third quarter	Jan 2022	Feb 2022	Mar 2022	Fourth quarter	Total spent to date	% Original budget	% Revised budget
Village Maintenance (continued)												
4611 Millennium Wood	0.00	100.00	78.77	49.02	0.00	-	-	-	0.00	127.79	127.79%	100.62%
4612 Plot 173	216.00	-	0.00	223.20	148.80	337.60	-	-	337.60	709.60	**	90.51%
4613 Mill Ln/Lime St	607.02	300.00	55.80	186.00	0.00	93.00	260.40	-	353.40	595.20	198.40%	100.03%
TOTAL Village Maintenance	4,361.49	6,680.00	1,066.07	1,213.63	1,577.81	658.20	287.30	9.00	954.50	4,812.01	53.68%	62.02%
Castle St Toilets + Car Park												
4701 Toilets Cleaning	0.00	3,515.00	0.00	562.79	813.89	250.00	270.88	-	520.88	1,897.56	53.98%	87.53%
4702 Toilets Electricity	179.64	200.00	42.00	43.27	62.16	22.00	19.00	19.00	60.00	207.43	103.72%	100.21%
4703a Car Park Rates	798.40	852.00	798.40	0.00	0.00	-	-	-	0.00	798.40	93.71%	99.92%
4703b Toilets Rates	1,884.65	-	-1,884.65	0.00	0.00	-	-	-	0.00	-1,884.65	seenote1	**
4704 Toilets Repairs	0.00	150.00	116.18	-12.36	253.24	13.28	417.00	-	430.28	787.34	524.89%	100.04%
4704b Toilets Refurb	0.00	-	1,906.43	420.01	0.00	-	-	-	0.00	2,326.44	**	0.00%
4705 Toilets Water	239.78	360.00	115.43	0.00	449.84	-	-	-	0.00	565.27	157.02%	100.05%
4706 Car Park maint	272.00	420.00	0.00	426.65	1,253.20	111.60	-	-	111.60	1,791.45	426.54%	97.31%
TOTAL Toilets + Car Park	3,374.47	5,497.00	1,093.79	1,440.36	2,832.33	396.88	706.88	19.00	1,122.76	6,489.24	118.05%	101.92%
Grants												
4801 Grants Pool	1,726.00	3,300.00	45.00	46.18	14.48	163.29	56.65	60.00	279.94	385.60	11.68%	11.68%
4803 Library	500.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**	**
TOTAL Grants	2,226.00	3,300.00	45.00	46.18	14.48	163.29	56.65	60.00	279.94	385.60	11.68%	11.68%
TOTAL CIL + Capital	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	1,379.60	0.00	472.81	275.22	336.82	60.23	100.61	13.05	173.89	1,258.74	**	**
Total Expenditure	59,975.86	65,397.00	13,844.98	13,502.82	13,870.14	4,311.64	4,011.16	919.43	9,242.23	50,460.17	77.16%	74.59%
Total Income	62,555.14	65,397.00	33,921.91	32,674.10	15,731.03	508.86	176.00	0.00	684.86	83,011.90	126.94%	124.16%
Balance expenditure-income	2,579.28	0.00	-20,076.93	-19,171.28	-1,860.89	3,802.78	3,835.16	919.43	8,557.37	32,551.73		

Note 1 – Refund of rates paid in 2020/21

Balance Sheet	Bank:	14,440.06	Balance:	as at 1 Apr	30,596.85
		48,470.78		Plus: income	83,011.90
		237.74	= £ 63,148.58	Less: payments	50,164.17
				= £ 63,148.58	