

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 11 MARCH 2024 AT 7.00pm**  
**AT ST MARYS CHURCH CENTRE**

Present: Parish Councillors Kevin Ferriday (Chair)  
Colin Falla  
Margaret Hogg  
Ella Williams  
Terry Yarwood  
Lou Brett (*from Minute no 6109*)

In Attendance: Caro Slaymaker (Parish Clerk)  
Cllr Brian Bolt (Somerset Council)  
No members of the public

**6105 Apologies**

Apologies had been received from Cllr Rich and Cllr Jeanes. Their absence for reasons given were **approved**.

**6106 Declarations of Interest**

There were no declarations of interest.

**6107 Public Session**

No issues raised.

**6108 Minutes of Previous Meeting**

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

**6109 Co-option of New Member**

Ms Louise Brett was duly co-opted to the Parish Council (unanimous). She signed the Declaration of Acceptance and joined the meeting. The Chairman thanked her for coming forward and welcomed her to the Council.

**6110 Somerset Council Liaison**

Cllr Bolt reported that Somerset Council's budget allocations had now been agreed. There would be about 1,000 redundancies in non-essential/non-statutory roles. Services to town, eg CCTV, had been saved. It was predicted that there would be a shortfall of around £100 million, and £103 million the following year.

The new battery factory was good news and will bring in huge rates to the Council, but it may not be in the new financial year (2024-2025).

He said that it was difficult for Councillors to get answers from officers at the moment, but he was still trying to contact someone about the public toilets contract.

The Clerk asked for clarification on the planning application for advertising consent. The decision was contrary to the Parish Council's view, but it had nevertheless been given permission. She asked if either he or Cllr Caswell had been consulted. Cllr Bolt would follow this up.

**6111 Somerset Council Assets and Services Devolution**

The Clerk had been approached by Somerset Council (SC) to take on the play area at Parson's Close. She and the Chairman would be meeting with SC officers the following day to discuss options. Although it would probably be offered for sale for a symbolic £1,

the legal fees would have to be covered. They had done some initial research on safety inspections, insurance etc which they would take up at the meeting, and would they would report back at the next meeting for the Council to consider further.

They had also had a meeting to discuss the provision of GIS mapping data to Parish Online. The meeting was inconclusive as there was some resistance and the officers at the meeting did not know much about it and undertook to speak to colleagues.

Cllr Yarwood had attended the inaugural meeting of the LCN Highways Working Group. There had been good representation from Parish Councils, and a lot of specific enquiries about individual Parishes' problems.

*Cllr Bolt left the meeting at 7.30pm.*

## **6112 Planning**

- a) **Planning Ref: 36/22/00024 – Inwood Farm caravan site etc– revised application**  
 Proposal: Part retrospective change of use of agricultural field for the provision of 145 caravan pitches and the continuation of existing caravan site for use by HPC workers until 31st December 2028. Erection of welfare building, bus shelter and pump house. Development of a footpath from the site to Nether Stowey village  
**Response: Comments** repeated previous comments on screening, lighting, eventual restoration of site; support for footpath

*The following item was included as Urgent Business owing to the late receipt/short deadline*

- b) **Planning Ref: 36/23/00011 – Cricketer Farm phase 2 – revised application**  
 Proposal: Erection of 58 dwellings (40% affordable units) with access, landscaping, parking, public open space and associated works.  
**Response: Objection.** Confirmed agreement to changes to Affordable Housing element but maintain other aspects of the original objection.

## **6113 Grant applications – Hedgehog Highways Project**

It was **agreed** not to contribute to the project.

## **6114 Budget 2023/24 and Reserves**

The Reports were noted. It was **agreed** to accept the Clerk's recommendations for viring and Reserves transfers. (Proposed Cllr Falla, seconded Cllr Yarwood, unanimous.) A copy of the Budget report for the year to 6 March is appended to these minutes.

## **6115 Financial Management**

- a) Expenditure incurred since 13 February:

<b>Date</b>	<b>Payee Name</b>	<b>Amount</b>	<b>Transaction Details</b>
13 Feb	REF Electrics Ltd	456.00	Replace consumer unit etc, public
14 Feb	Microsoft	4.56	Microsoft OneDrive (Jan)
14 Feb	Screwfix Direct	9.98	Light for Clock Towet
20 Feb	Post Office	24.00	32 2nd class stamps
20 Feb	FONSS	2,500.00	FONSS grant – play equipment
20 Feb	FONSS	1,500.00	FONSS grant – ICT equipment
20 Feb	Staff Payroll	2099.65	Staff Payroll February
20 Feb	Beechwood Nurseries Ltd	219.99	Gorse bushes, Lime Street bank
26 Feb	BT Business	56.06	Office phone/broadband 25 Feb

<b>Date</b>	<b>Payee Name</b>	<b>Amount</b>	<b>Transaction Details</b>
29 Feb	BWP Creative Ltd	105.60	Renewal website/e-mail .gov.uk domain
29 Feb	REF Electrics Ltd	218.40	Replace internal lights/burnt cable
29 Feb	Pest Control 999	237.00	Mole control, cemetery
29 Feb	Harry Brooks	180.00	Tree cutting (car park)
2 Mar	EDF Energy	61.00	Public Toilets electricity Feb
2 Mar	EDF Energy	46.00	Office electricity Feb
2 Mar	EDF Energy	23.00	Clock Tower electricity Feb
6 Mar	GWB Services	580.80	Village maintenance (Feb), gorse
15 Mar	PJ Addicott	350.00	Office rent (15 Mar)
<b>Total Expenditure</b>		<b>£ 8,672.04</b>	
<b>Transfer of funds</b> (BT 1302)		350.00	From Current a/c to Account 3
		(BT 2002) 5,000.00	From Deposit a/c to Current a/c

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

b) The most recent bank statements/reconciliations were noted. Cllr Rich would carry out the bank reconciliation and vouchers check later in the week.

#### **6116 Highways**

The Clerk reported that the current Services Manager would be moving to a new area shortly: it was disappointing news as he was always extremely helpful.

#### **6117 Chairman's Report**

The Chairman again thanked Cllr Louise Brett for joining the Council. He announced that Cllr Bradford had confirmed that he was standing down as he and Nicki would be moving away from the area. He wished them much happiness in their new place.

He continued to attempt to get information or arrange a meeting with Somerset Council officers regarding the closure of the public toilets.

Three of the four trash screen had been installed, with the fourth to be installed soon, when the brook had dropped.

He had received further advice on the requirements for the road closure for Carols on the Cross. Cllr Jeanes had attended a meeting with the PCC earlier in the day.

There was an article in Somerset Life about Nether Stowey. He would be happy to send a copy to any Councillors who were interested.

#### **6118 Clerk's Report**

The complaint to the Ombudsman about Santander bank has been rejected as Parish Councils were not eligible bodies the service can deal with. They suggested Citizens Advice for further advice.

The gorse bushes agreed last month had been planted and although small some were already flowering.

The lights and burnt out cabling at the Clock Tower had now been replaced

The cemetery path repaired had been delayed until May as the contractor was unavoidably unavailable until then.

The financial year ends on 31 March. There was a considerable amount of work involved in finalising this and preparing for audit, and the Clerk would work at home on extra days to meet the deadlines.

**6119 Members Reports**

Quantock Hills JAC: Cllr Falla had reported at the last meeting and had nothing to add.

TP Library: Cllr Ferriday said that the Library Committee were closely watching the situation with Somerset would attend the meeting on 12 March.

**6120 Forthcoming Events**

Tues 12 Mar – Parsons Close Play area meeting (SC)	KF, CS
Thurs 14 Mar – Meeting with NSVHRG CIO Trustees	KF, AJ, BR
Thurs 14 Mar – HMRC meeting	CS
Thurs 14 Mar – HPC Transport Forum	?
Mon 18 Mar – LCN meeting, Spaxton	KF
Tues 19 Mar – Service Devolution Working Group	KF, CF, AJ + volunteers
Wed 20 Mar – SC/Clerks Working Group	CS
Thurs 28 Mar – Street naming project (SC)	CS

**6121 Next Parish Council Meeting**

The next meeting of the Parish Council will be held on **Monday 8 April** at the Church Centre at 7pm.

The meeting closed at 8.10 pm.

**Monthly Budget Report 2023/24**  
**as at 6 March 2024**

**Income**

	<b>Outturn at 31 Mar 2023</b>	<b>Budget 2023/24</b>	<b>First quarter</b>	<b>Second quarter</b>	<b>Third quarter</b>	<b>Jan 2024</b>	<b>Feb 2024</b>	<b>Mar 2024</b>	<b>Fourth quarter</b>	<b>Total income to date</b>	<b>% of budget</b>
1002 Allotment Rental	100.00	100.00	0.00	0.00	100.00	-	-	-	0.00	100.00	100.0%
1004 Bank Interest	75.13	1,178.00	200.00	0.00	1,106.23	-	-	-	0.00	1,306.23	110.9%
1006 Cemetery Income	4,099.99	3,600.00	1,836.76	1,180.16	287.00	1,665.00	-	-	1,665.00	4,968.92	138.0%
1009 Miscellaneous Grants	2,100.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
1011 Precept	68,748.00	65,466.00	65,466.00	0.00	0.00	-	-	-	0.00	65,466.00	100.0%
1012 Printing receipts	23.97	30.00	56.92	17.69	0.00	-	-	-	0.00	74.61	248.7%
<b>Subtotal Budget Income</b>	<b>75,147.09</b>	<b>70,374.00</b>	<b>67,559.68</b>	<b>1,197.85</b>	<b>1,493.23</b>	<b>1,665.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,665.00</b>	<b>71,915.76</b>	<b>102.2%</b>
1005 Comm Infrastructure Levy	0.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
1006 Lucy Hobbs Trust	0.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
1999 Misc Non-budget Receipts	11,411.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
115 VAT Refunds	2,538.78	-	1,687.43	0.00	1,640.20	917.94	-	-	917.94	4,245.57	**
<b>Subtotal Non-budget income</b>	<b>13,949.78</b>	<b>0.00</b>	<b>1,687.43</b>	<b>0.00</b>	<b>1,640.20</b>	<b>917.94</b>	<b>0.00</b>	<b>0.00</b>	<b>917.94</b>	<b>4,245.57</b>	<b>**</b>
<b>TOTAL All income</b>	<b>89,096.87</b>	<b>70,374.00</b>	<b>69,247.11</b>	<b>1,197.85</b>	<b>3,133.43</b>	<b>2,582.94</b>	<b>0.00</b>	<b>0.00</b>	<b>2,582.94</b>	<b>76,161.33</b>	<b>108.2%</b>

**Expenditure**

	<b>Outturn 31 Mar 23</b>	<b>Revised budget</b>	<b>First quarter</b>	<b>Second quarter</b>	<b>Third quarter</b>	<b>Jan 2024</b>	<b>Feb 2024</b>	<b>Mar 2024</b>	<b>Fourth quarter</b>	<b>Total expend</b>	<b>% of budget</b>
<b>Parish Office</b>											
4101 Office Rent and supplies	4,343.49	4,575.00	1,107.99	1,400.80	732.48	350.00	350.00	350.00	1,050.00	4,291.27	93.8%
4102 Office utilities and rates	3,657.57	4,675.00	1,061.10	1,398.41	1,503.19	419.00	46.00	46.00	511.00	4,473.70	95.7%
4103 Postage	81.84	80.00	0.00	2.60	3.10	-	24.00	-	24.00	29.70	37.1%
4104 Stationery + equipment	357.06	160.00	8.24	42.99	17.13	17.50	28.85	-	46.35	114.71	71.7%
4105 Telephone & Internet	479.40	555.00	180.11	140.16	140.16	46.72	46.72	-	93.44	553.87	99.8%
4106 Website + IT costs	882.96	619.00	146.72	273.55	726.25	70.46	91.80	-	162.26	1,308.78	211.4%
4108 Printing costs	140.40	130.00	0.00	59.57	16.57	-	23.48	-	23.48	99.62	76.6%
4109 Office Miscellaneous	30.90	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
<b>TOTAL Parish Office</b>	<b>9,973.62</b>	<b>10,794.00</b>	<b>2,504.16</b>	<b>3,318.08</b>	<b>3,138.88</b>	<b>903.68</b>	<b>610.85</b>	<b>396.00</b>	<b>1,910.53</b>	<b>10,871.65</b>	<b>100.7%</b>

	Outturn 31 Mar 23	Revised budget	First quarter	Second quarter	Third quarter	Jan 2024	Feb 2024	Mar 2024	Fourth quarter	Total expend	% of budget
<b>Staff Costs</b>											
4201 Salaries	23,770.71	25,130.00	5,856.63	5,856.63	7,184.27	2,099.48	2,099.65	-	4,199.13	23,096.66	91.9%
4202 Staff travel and expenses	52.65	60.00	0.00	0.00	13.93	-	-	-	0.00	13.93	23.2%
4203 Staff Training	45.00	60.00	0.00	0.00	0.00	-	-	-	0.00	0.00	0.0%
<b>TOTAL Staff Costs</b>	<b>23,868.36</b>	<b>25,250.00</b>	<b>5,856.63</b>	<b>5,856.63</b>	<b>7,198.20</b>	<b>2,099.48</b>	<b>2,099.65</b>	<b>0.00</b>	<b>4,199.13</b>	<b>23,110.59</b>	<b>91.5%</b>
<b>Administration &amp; Finance</b>											
4301 Audit Fees	585.00	610.00	294.50	315.00	0.00	-	-	-	0.00	609.50	99.9%
4302 Bank charges	28.90	93.00	6.47	21.15	21.80	2.05	1.05	-	3.10	52.52	56.5%
4303 Chairman's Honorarium	250.00	250.00	250.00	0.00	0.00	-	-	-	0.00	250.00	100.0%
4304 C/llrs' Expenses/training	363.54	395.00	26.75	80.00	77.66	-	-	-	0.00	184.41	46.7%
4306 Elections	100.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
4307 Insurance	979.37	1,064.00	1,026.34	0.00	0.00	-	-	-	0.00	1,026.34	96.5%
4308 Statutory Fees	35.00	35.00	0.00	0.00	35.00	-	-	-	0.00	35.00	100.0%
4309 Subscriptions	570.96	590.00	0.00	0.00	591.50	-	-	-	0.00	591.50	100.3%
4310 Meeting room hire/Zoom	479.91	345.00	104.00	0.00	104.00	78.00	-	-	78.00	286.00	82.9%
4311 Wayleaves	7.25	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
4313 Legal Fees	0.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
<b>TOTAL Admin &amp; Finance</b>	<b>3,399.93</b>	<b>3,382.00</b>	<b>1,708.06</b>	<b>416.15</b>	<b>829.96</b>	<b>80.05</b>	<b>1.05</b>	<b>0.00</b>	<b>81.10</b>	<b>3,035.27</b>	<b>89.7%</b>
<b>Cemetery</b>											
4402 Cemetery Rates	474.05	500.00	156.27	156.00	52.00	-	-	-	0.00	364.27	72.9%
4403 Maintenance + bins	4,122.86	5,200.00	660.00	1,467.38	2,097.38	110.00	457.00	220.00	787.00	5,011.76	96.4%
<b>TOTAL Cemetery</b>	<b>4,596.91</b>	<b>5,700.00</b>	<b>816.27</b>	<b>1,623.38</b>	<b>2,149.38</b>	<b>110.00</b>	<b>457.00</b>	<b>220.00</b>	<b>787.00</b>	<b>5,376.03</b>	<b>94.3%</b>
<b>Community Services</b>											
4501 Christmas Tree & Lights	55.31	75.00	0.00	0.00	96.50	-	-	-	0.00	96.50	128.7%
4502 Allotment	100.00	100.00	0.00	0.00	100.00	-	-	-	0.00	100.00	100.0%
4504 Support for tourism	200.00	200.00	177.80	0.00	0.00	-	-	-	0.00	177.80	88.9%
4506 Oral History	0.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
4509 Youth Services	0.00	-	0.00	0.00	0.00	-	-	-	0.00	0.00	**
<b>TOTAL Community Services</b>	<b>355.31</b>	<b>375.00</b>	<b>177.80</b>	<b>0.00</b>	<b>196.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>374.30</b>	<b>99.8%</b>

	Outturn 31 Mar 23	Revised budget	First quarter	Second quarter	Third quarter	Jan 2024	Feb 2024	Mar 2024	Fourth quarter	Total expend	% of budget
<b>Village Maintenance</b>											
4601 A39 Verge	588.80	780.00	88.00	242.00	374.00	-	-	88.00	88.00	792.00	101.5%
4602 Clock Tower Maintenance	0.00	348.00	0.00	0.00	0.00	9.00	190.32	-	199.32	199.32	57.3%
4603 Clock Tower Electricity	94.60	180.00	24.90	48.00	56.30	4.52	23.00	23.00	50.52	179.72	99.8%
4604 General Maintenance	282.17	178.00	0.00	24.42	37.58	27.63	-	-	27.63	89.63	50.4%
4605 The Cross, Gaol and WM	249.15	335.00	48.75	58.49	82.33	182.50	17.98	-	200.48	390.05	116.4%
4606 Palmers Path	432.30	462.00	44.00	198.00	110.00	-	22.00	-	22.00	374.00	81.0%
4607 Public Seating	0.00	180.00	0.00	180.00	0.00	-	-	-	0.00	180.00	100.0%
4608 Public Footpaths	139.40	132.00	0.00	22.00	22.00	-	-	-	0.00	44.00	33.3%
4609 Dog Bins	1,742.52	837.00	0.00	418.08	418.08	-	-	-	0.00	836.16	99.9%
4610 Coleridge Road	234.20	185.00	0.00	88.00	22.00	-	-	-	0.00	110.00	59.5%
4611 Millennium Wood	139.10	170.00	0.00	64.00	0.00	-	-	-	0.00	64.00	37.6%
4612 Plot 173	862.40	2,428.00	380.00	176.00	264.00	-	2,400.00	88.00	2,488.00	3,308.00	136.2%
4613 Mill Ln/Lime St maint	650.10	888.00	0.00	154.00	308.00	175.77	30.55	-	206.32	668.32	75.3%
4616 Bellcote repair	4,409.39	1,000.00	0.00	0.00	0.00	-	-	-	0.00	0.00	0.0%
<b>TOTAL Village Maintenance</b>	<b>9,824.13</b>	<b>8,103.00</b>	<b>585.65</b>	<b>1,672.99</b>	<b>1,694.29</b>	<b>399.42</b>	<b>2,683.85</b>	<b>199.00</b>	<b>3,282.27</b>	<b>7,235.20</b>	<b>89.3%</b>
<b>Castle St Toilets + Car Park</b>											
4701 Castle St Toilets Cleaning	3,673.06	2,803.00	949.97	923.34	0.00	-	-	-	0.00	1,873.31	66.8%
4702 Castle St Toilets Electricity	199.61	452.00	57.35	152.31	135.00	-14.55	64.03	61.00	110.48	455.14	100.7%
4703 Castle Street Rates	798.40	840.00	838.32	0.00	0.00	-	-	-	0.00	838.32	99.8%
4704 Castle St Toilets Repairs	390.41	863.00	0.00	329.78	88.00	-	380.00	-	380.00	797.78	92.4%
4705 Castle St Toilets Water	588.59	394.00	90.76	0.00	302.81	-	-	-	0.00	393.57	99.9%
4706 Castle St Car Park maint	571.03	893.00	106.17	185.05	480.23	27.08	215.10	-	242.18	1,013.63	113.5%
<b>TOTAL Toilets + Car Park</b>	<b>6,221.10</b>	<b>6,245.00</b>	<b>2,042.57</b>	<b>1,590.48</b>	<b>1,006.04</b>	<b>12.53</b>	<b>659.13</b>	<b>61.00</b>	<b>732.66</b>	<b>5,371.75</b>	<b>86.0%</b>
<b>Grants</b>											
4801 Grants Pool	4,903.11	4,571.00	31.00	1,605.56	197.00	-	1,500.00	-	1,500.00	3,333.56	72.9%
4811 Payments - Other Orgs	0.00	1,036.00	0.00	582.28	453.18	-	-	-	0.00	1,035.46	99.9%
<b>TOTAL Grants</b>	<b>4,903.11</b>	<b>5,607.00</b>	<b>31.00</b>	<b>2,187.84</b>	<b>650.18</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>4,369.02</b>	<b>77.9%</b>
<b>Total Budget Expenditure</b>	<b>63,142.47</b>	<b>65,456.00</b>	<b>13,722.14</b>	<b>16,665.55</b>	<b>16,863.43</b>	<b>3,605.16</b>	<b>8,011.53</b>	<b>876.00</b>	<b>12,492.69</b>	<b>59,743.81</b>	<b>91.3%</b>
<b>Total Budget Income</b>	<b>75,147.09</b>	<b>70,374.00</b>	<b>67,559.68</b>	<b>1,197.85</b>	<b>1,493.23</b>	<b>1,665.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,665.00</b>	<b>71,915.76</b>	<b>102.2%</b>
<b>Budget Contribution to Reserve</b>		<b>4,918.00</b>									

	Outturn 31 Mar 23	Revised budget	First quarter	Second quarter	Third quarter	Jan 2024	Feb 2024	Mar 2024	Fourth quarter	Total expend	% of budget
<b>Non-Budget Expenditure</b>											
515 VAT Paid	3,468.22	-	429.76	1,214.54	913.84	90.87	400.94		491.81	3,049.95	
4404 Lucy Hobbs Trust	0.00	-	0.00	0.00	0.00				0.00	0.00	
4503 CANS	0.00	-	0.00	0.00	0.00				0.00	0.00	
4615 Lime Street Project	0.00	-	0.00	0.00	0.00		183.32	88.00	271.32	271.32	
4901 Comm Infrastructure Levy	0.00	-	0.00	0.00	0.00		3,333.33		3,333.33	3,333.33	
4902 Non Budget expenditure	1,911.00	-	9,500.00	0.00	0.00				0.00	9,500.00	
<b>TOTAL Non-Budget Expenditure</b>	<b>5,379.22</b>	-	<b>9,929.76</b>	<b>1,214.54</b>	<b>913.84</b>	<b>90.87</b>	<b>3,917.59</b>	<b>88.00</b>	<b>4,096.46</b>	<b>16,154.60</b>	
<b>TOTAL ALL Expenditure</b>	<b>68,521.69</b>	<b>65,456.00</b>	<b>23,651.90</b>	<b>17,880.09</b>	<b>17,777.27</b>	<b>3,696.03</b>	<b>11,929.12</b>	<b>964.00</b>	<b>16,589.15</b>	<b>75,898.41</b>	
<b>TOTAL ALL Income</b>	<b>89,096.87</b>	<b>70,374.00</b>	<b>69,247.11</b>	<b>1,197.85</b>	<b>3,133.43</b>	<b>2,582.94</b>	<b>0.00</b>	<b>0.00</b>	<b>2,582.94</b>	<b>76,161.33</b>	
<b>Balance expenditure-income</b>		<b>4,918.00-</b>	<b>-45,595.21</b>	<b>16,682.24</b>	<b>14,643.84</b>	<b>1,113.09</b>	<b>11,929.12</b>	<b>964.00</b>	<b>14,006.21</b>	<b>-262.92</b>	

**Balance Statement (actual)**

<b>Bank:</b>	UT Current	3,768.87		<b>Balance:</b>	as at 1 Apr	81,871.39
	UT Deposit	78,088.72			Plus: income	76,161.33
	Santander a/c3	179.92	<b>= £ 82,037.51</b>		Less: payments	75,995.21
						<b>= £ 82,037.51</b>