

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 08 NOVEMBER 2010 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Tony Rich (Chairman)
 Robert Booth
 Rita Corbett
 Peter Greig
 Malcolm Hogg
 Margaret Hogg
 Pat Pardoe

In attendance:
District Cllr Ken Dyer
Parish Clerk Ainslie Ensor
6 Parishioners

3882 Public Session

Matters raised by members of the public:

- Problems of parking in Mill Lane – resident to provide Clerk with photographs
- Problems of people walking at night without reflective clothing – Clerk to put item in next edition of Quantock Messenger
- New field entrance onto A39 is potential safety issue – Clerk to establish if this is in Nether Stowey or Holford and report to Highways

3883 Apologies

Apologies were also received from Cllr Roberts (business) and Cllr Youe (family commitment). The absences were **approved**. Apologies were also received from District Cllr Joslin District/County Cllr Edney and Mary Roberts, Chairman of CANS.

3884 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 24 September 2010 were **approved** and signed by the Chairman.

3885 District / County Council Liaison

Cllr Dyer apologised for his absence from recent Parish Council meetings due to ill health. He stated that the main issue at present was EDF Energy proposals for Hinkley C, e.g. the proposed industrialisation of Combwich. He also had reservations about the route of the proposed Cannington By Pass.

3886 Committee Meeting Minutes

The minutes, of the following committee meetings (copies of which are appended to these minutes) were **noted**:

- (i) Planning Committee: 25 October 2010 (draft).
- (ii) Finance & Audit Committee: 12 October 2010 (approved), 01 November 2010 (draft)
- (iii) Village Maintenance Committee: 14 October 2010 (draft)

- (iv) Community Action Nether Stowey: 25 October 2010 (draft)

3887 Committee Membership

The following changes to the membership of Council Committees were **agreed**.

Finance & Audit Committee: Cllr Booth to fill vacant place

Village Maintenance Committee: Cllr Margaret Hogg to replace Cllr Malcolm Hogg

3888 Local Development Framework – Core Strategy

The Clerk reported that on 28 September Sedgemoor District Council published the Proposed Submission version of the LDF Core Strategy (the draft plan) for public consultation. The consultation period finishes on 22 November 2010. The draft plan had a number of revisions from the document upon which the Parish Council commented last year. The present consultation was the last opportunity to comment before the plan is submitted to the Secretary of State for examination early in 2011. It was expected that the Core Strategy would be adopted (i.e. come into full force as the replacement for the local plan) in October/November 2011. The draft plan identifies Nether Stowey as a Key Rural Settlement. The changes made to the draft plan since the previous consultation accommodated most of the comments previously made by the Parish Council, in particular they allowed for the appropriate development of the village to accommodate locally needed housing and employment opportunities. However, the Development Boundary for the village had not been changed and was looking increasingly anachronistic as a large part of the village (over 10% of the properties and the main employment area) was not within the village development boundary.

It was **agreed**:

- (i) The drafting of the detailed response to the consultation be delegated to the Clerk to the Parish Council, in consultation with the Chairman and Vice Chairman of the Council and Chairman of the Major Projects (Hinkley Point) Committee
- (ii) The Parish Council supports the identification of Nether Stowey as a Key Rural Settlement and Policy P4 as drafted
- (iii) The Parish Council objects to the Development Boundary as shown in Map 10.10 and calls for the residential property in the Stogurse Lane and the Hartley Meadow development and the Cricketer Farm industrial / commercial complex to be included within the Development Boundary for Nether Stowey.

3889 Land Adjacent to Nether Stowey By-Pass

The Clerk reported that Somerset County Council had asked if the Parish Council would be interested in taking over the (non highway) wooded area to the north of the church centre and glebe land adjacent to Nether Stowey By-Pass. The County Council had also indicated that it may be possible to lease to the Parish Council an area of surplus highway land to the west of the wooded area.

Following discussion it was **agreed** that the Clerk be authorised to undertake detailed negotiations with the County Council regarding the two areas of land and to make a further report to a future meeting.

3890 Highways

(i) On Street Parking

(a) The Clerk reported that Highways had advised that the new white lines in Mill Lane were advisory only and were intended to “visually reduce” the width of the road. Following discussion about the parking problems associated with the school/ children’s centre it was agreed that a letter be sent to Chief Executive, Somerset County Council (copy to Cllr Edney).

(b) The Clerk reported that a resident of Lime Street had suggested that white advisory marks be placed on the kerbs every 4.75metres to aid parking. It was agreed to request Highways to install such marks.

(ii) Footpaths

The Clerk circulated a report on the state of footpaths in the Parish which had been prepared by the footpaths group.

(iii) The Stream

The Clerk reported that on the evening of 27 October 2010 a visitor to the village fell into the stream adjacent to 4 Castle Street. The lady concerned had called into the Parish Office to enquire if any railings or warning signs could be placed by the stream.

3891 Reports

Hinkley Point SSG Cllr Malcolm Hogg gave a brief report on the recent meeting of the SSG. A full report would be made to the Major Projects (Hinkley Point) Committee on 15 November.

3892 Correspondence

Correspondence received included:

- Letter from Chief Executive Somerset County Council re cuts asking Parish Councils to *"consider using their precepting powers to fund services on a local level"*.
- Local Government Boundary Commission final recommendations which will come into force for the 2011 elections. The new Quantocks Ward will have 3766 electors and 2 councillors and will consist of the parishes of Enmore, Fiddington, Goathurst, Nether Stowey, Otterhampton, Over Stowey, Stockland Bristol and Spaxton
- West Somerset Vale Hunt – request for permission to meet on The Cross on Monday 27 December 2010 for the traditional Boxing Day Meet – 11am leave at 11.30am (**agreed**)
- SALC reminder elections on Thursday 5 May 2011, the Council has 14 days from the election date to hold the Annual Parish Council Meeting; Nether Stowey is scheduled for Monday 16 May 2011

3893 Forthcoming Meetings and Events

Forthcoming Events

- Wednesday 10 November: Primary School Community Open Day 11.00am–1.30pm
- Wednesday 10 November: Western Somerset LAG - Crowcombe 6.30pm-8.30pm (*Chairman, Vice Chairman & Clerk to attend*)
- Thursday 18 November: SALC seminar on Budgeting – Somerton – 10.00am–1.00pm (*Cllr Booth & Clerk to attend*)
- Thursday 2 December: SALC North Area Meeting – Burnham on Sea 7.30pm (*Clerk to attend*)
- Friday 3 December: SLCC Somerset AGM, Glastonbury 10.00am–12.30pm (*Clerk to attend*)
- Tuesday 7 December: Quantock Cluster Meeting – Over Stowey 6.45pm (*Chairman, Vice Chairman & Clerk to attend*)

Parish Council Meetings

- Monday 15 November: Major Projects (Hinkley Point) Committee – Village Hall 7.00pm
- Monday 6 December: Finance & Audit Committee – Parish Office 4.30pm
- Monday 13 December: CANS – Village Hall 7.00pm
- Monday 10 January: Finance & Audit Committee – Parish Office 4.30pm

It was noted that meetings of the Cemetery and Village Maintenance Committees would be arranged prior to 10 January 2011

3894 Date of Next Meeting

The next meeting of the Parish Council will be in the Village Hall on Monday 17 January 2011 at 7pm.

The meeting closed at 9.15pm

MINUTES OF A MEETING OF THE PLANNING COMMITTEE
HELD ON MONDAY 25 OCTOBER 2010 AT 10.30am
IN THE PARISH COUNCIL OFFICE

Present: Parish Councillors: Malcolm Hogg (Chairman)
Rita Corbett
Margaret Hogg

In attendance:
Parish Council Clerk Ainslie Ensor

P-0015 Apologies

Apologies were received from Cllrs Robert Booth (Business), Peter Greig (on holiday), Tony Rich (at another meeting), John Roberts (business).
The absences were **approved**.

P-0016 Minutes of Previous Meetings

The minutes of the Committee meeting held on 20 September 2010 were **approved** and signed by the Chairman.

P-0017 Planning Applications

The following response was **approved**.

- (i) Application Ref: 36/10/0021/LE
Address: Church Centre, Rectory and Stable Loft, St Mary Street
Proposal: Installation of solar panels
Applicant: Rev C Marshall
Response: Support
The Parish Council welcomes and fully supports the proposed installation of solar panels, which is a welcome low carbon initiative. Whilst the panels will be seen from the road they are not considered to be visually intrusive and will not be detrimental to the amenity of the area.

P-0018 Date and Times of Next Meeting

To be arranged.

The meeting closed at 11.00am

MINUTES OF A MEETING OF THE FINANCE & AUDIT COMMITTEE
HELD ON MONDAY 12 OCTOBER 2010 AT 3.00PM
IN THE PARISH COUNCIL OFFICE

Present: Parish Councillors: Peter Greig (Chairman)
 Rita Corbett
 Malcolm Hogg
 Tony Rich

In attendance:
 Parish Councillor Pat Pardoe
 Parish Council Clerk Ainslie Ensor

FA-0005 Apologies

Apologies were received from Cllr Booth (business).

FA-0006 Election of Chairman

It was **agreed** to leave the election of a Chairman of the Committee until the current vacancy had been filled at the next Parish Council meeting. Cllr Greig was **elected** as Chairman of the meeting.

FA-0007 Committee Terms of Reference

The Clerk outlined the Committee's Terms of Reference as approved by the Parish Council on 12 July 2010 and highlighted the Committee's role in establishing and monitoring internal financial controls and the detailed assessment of budget options. The terms of reference were **noted**.

FA-0008 Minutes of Previous Meetings

The minutes of the meetings held on 13 and 20 September were **approved** as a true record and signed by the Chairman.

FA-0009 Income & Expenditure Report

The Income and Expenditure report for July, August and September 2010 was **noted**. It was agreed that the Clerk would present a detailed analysis of the cost of the Castle street toilets to the next meeting of the Committee.

FA-0010 Expenditure

The following expenditure was **approved**.

Payee	Amount	Details
Clarity Copiers	573.69	Copy charges
AC Electrics	658.59	Clock tower electrics
T Rich	175.00	Chairman's honorarium
NS Village Hall	40.00	Oral History 09/07, A39 16/07
Moore Stephens	334.88	External auditor fees
Buller Taxis	15.00	Active Living 22/07
St Marys Church	120.00	Active Living March to July 2010

Payroll Expenses	1503.58	September Salaries & PAYE/NI
Buller Taxis	15.00	Active living Sept 10
NS Twinning Assoc	10.00	Subscription
A Ensor	10.42	Postage Office Supplies
G Bickers	1552.25	Cemetery Mtce £930.75 Village Mtce £111.50 Toilet Cleaning £510
EDF Energy 1 Ltd	73.61	Clock tower electricity
EDF Energy Customers plc	11.35	Clock Tower Electricity
Nether Stowey Village Hall	21.00	Committee 24 Sept
Payroll Expenses	1222.80	October Salaries
Total	£6,337.17	

FA-0011 Date of Next Meeting

It was agreed that the next meeting of the Committee would be held in the Parish Office on Monday 01 November 2010 commencing at 4.30pm

The meeting closed at 4.40pm

MINUTES OF A MEETING OF THE FINANCE & AUDIT COMMITTEE
HELD ON MONDAY 01 NOVEMBER 2010 AT 4.30PM
IN THE PARISH COUNCIL OFFICE

Present: Parish Councillors: Peter Greig (Chairman)
 Rita Corbett
 Malcolm Hogg
 Tony Rich

In attendance:
 Parish Councillor Robert Booth
 Parish Councillor Pat Pardoe
 Parish Council Clerk Ainslie Ensor

FA-0012 Apologies

Apologies were received from Cllr Roberts (business).

FA-0013 Election of Chairman

Cllr Greig was **elected** as Chairman of the meeting.

FA-0014 Minutes of Previous Meeting

The minutes of the meeting held on 12 October 2010 were **approved** as a true record and signed by the Chairman.

FA-0015 Castle Street Toilets

The Clerk presented a report detailing the cost of the Castle Street Toilets from 01 April 2007 to date and the projected costs for the current financial year. The Committee noted that, in order to reduce costs, the toilets would be closed from 01 November 2010 to 28 February 2011. The report was **noted**.

FA-0016 Miscellaneous Grants

The Committee considered three applications for financial support. The following grants were **agreed**:

- (i) Sedgemoor Citizens Advice Bureau £50
- (ii) Victim Support Avon & Somerset £50

FA-0017 Income & Expenditure Report

The Income and Expenditure report for October 2010 was **noted**.

FA-0018 Expenditure

The following expenditure was **approved**.

Cheque No	Payee	Amount	Details
102795	A Ensor	30.95	Office Stationery £1 Oral History £29.95
102796	Npower Ltd	159.43	Toilets Electricity
102797	St Mary's PCC Nether Stowey	20.00	Oral History 22/10

			CANS 25/10
102798	The Information Commissioner	35.00	Annual Data Protection Act Registration Fee
102799	Clarity Copiers (Western) Ltd	67.14	Copy Charges
102800	Chanin & Thomas	333.32	Office Rent Sept/Oct/Nov
102801 102802 102803	November Payroll Expenses	1371.38	November Salaries & PAYE/NI
Total		£2,017.22	

FA-0019 Budget 2011/2012 Timetable

The Clerk explained that the preparation of the budget for 2011/12 would be delayed by the need to take into account information from the District and County Councils which was unlikely to be available by the beginning of December. The following timetable was **agreed**.

- Monday 06 December 2010 Finance & Audit Committee review expenditure to date and projected outturn figures for the current year and discuss the overall budget strategy for 2011/12
- November/December 2010 All committees consider priorities and expenditure proposals for 2011/12
- Monday 10 January 2011 Finance & Audit Committee finalise the draft budget and proposed precept.
- Monday 17 January 2011 Parish Council approves budget and precept for 2011/12

FA-0020 Date of Next Meeting

It was agreed that the next meeting of the Committee would be held in the Parish Office on Monday 06 December 2010 commencing at 4.30pm

The meeting closed at 6.00pm

MINUTES OF A MEETING OF THE VILLAGE MAINTENANCE COMMITTEE
HELD ON THURSDAY 14 OCTOBER 2010 AT 10.30am
IN THE PARISH COUNCIL OFFICE

Present: Parish Councillors Rita Corbett
Peter Greig
Teresa Youe

In attendance:
Parish Councillor Pat Pardoe
Parish Council Clerk Ainslie Ensor

VM-0030 Apologies

Apologies had been received from Malcolm Hogg (business) and Tony Rich (another meeting). The absences were **approved**.

VM- 0031 Election of Chairman

It was **agreed** that the appointment of a Chairman of the Committee be deferred until after the review of the membership of Committees at the next Parish Council meeting. Cllr Rita Corbett was **elected** Chairman for the meeting.

VM-0032 Minutes of Previous Meeting

The minutes of the meeting held on 05 January 2010 were **approved** as a true record and signed by the Chairman.

VM-0033 Review of Village Maintenance Works

The Clerk presented a report on maintenance expenditure incurred for the current financial year, a copy of which is appended to these minutes. It was noted that the expenditure on the Clock Tower included the cost of rewiring approved by the Parish Council and that the maintenance grants for the Village Hall and Playing Field would be paid when those organisations had submitted their Business Plans.

The Clerk explained that with effect from 1st April 2011 Sedgemoor District Council was withdrawing funding for the installation and servicing of dog bins. The full financial implications of this decision were awaited. The Committee **agreed** that the provision of dog bins was of high importance.

It was noted that the Castle Street toilets would be closed from 1st November 2010 to 1st March 2011 in accordance with the decision taken by the Parish Council when setting the current year budget. It was **noted** that the Clerk would be presenting a detailed analysis of the cost of the toilets to the next meeting of the Finance & Audit Committee.

The Clerk was **instructed** to replace the damaged twinning marker stone on the A39, which was presented to Parish Council by Theillay, at a maximum cost of £200 (plus VAT).

VM-0034 Date of Next Meeting

It was noted that the next scheduled meeting of the committee was Wednesday 09 February 2011 but that a special meeting would be needed during December 2010 to review priorities as part of the formulation of the 2011/12 Parish Council budget. It was **agreed** that the Clerk would contact members of the committee to agree a date.

The meeting closed at 11.50am

MAINTENANCE BUDGET REPORT

Old Account Code	New Account Code	Budget Head	2010 / 2011 Budget	Expenditure to 12 October 2010	Balance
3001.04	60001	A39 Verge (grass cutting)	100.00	71.00	29.00
3004	60002	CCTV/ Maintenance (contingency)	150.00		150.00
3006	60003	Clock Tower Electricity & Maintenance	345.00	794.69	-449.69
3001.01	60004	Ad Hoc Maintenance Expenditure	1,000.00	-26.75	1,026.75
3001.07	60005	Old Gaol Maintenance	100.00		100.00
3001.05	60006	Palmers Path (grass cutting)	450.00	76.50	373.50
3001.02	60007	Seat Maintenance & Replacement	450.00		450.00
3001.03	60008	South Lane Foot Path (grass cutting)	100.00	70.00	30.00
3008.01	80003	Playing Field (Maintenance Grant)	1,800.00		1,800.00
3009	80005	Village Hall (Maintenance Grant)	1,200.00		1,200.00
		Maintenance Net Expenditure	5,695.00	985.44	4,709.56

MINUTES OF COMMUNITY ACTION NETHER STOWEY
MEETING HELD ON MONDAY 25 OCTOBER 2010 AT 7.30PM
IN THE CHURCH CENTRE

Present: Mary Roberts (Chairman)
Margaret Harris
Mike Henry
Margaret Hogg
Janet Johnson
Tony Rich
John Roberts
Mervin Todd

In attendance: Parish Council Clerk Ainslie Ensor

CA-0001 Apologies

Apologies had been received from the following:
PCSO Karen Evans

CA-0002 Partners & Communities Together (PACT)

The possible effects on the village of the current round of public expenditure cuts were discussed.

- (i) Concern was expressed about the future of Youth Services in the parish and it was **agreed** that CANS would seek to revitalise the Youth Council and examine the possibility of establishing a locally managed youth club.
- (ii) It was noted that funding for PCSO's was being cut. It was felt that the beat PCSO was an important asset for the village and it was **agreed** that a letter (to be signed by the Chairman and the Chairman of the Parish Council) be sent to the Inspector in charge of Bridgwater Police Station to this effect.

CA-0003 Christmas Decoration on The Cross

The Clerk outlined a proposal for enhanced Christmas decorations on The Cross, involving white LED rope lights outlining the Clock Tower with matching lights on the Christmas Tree. The estimated cost of the project was £2000. It was explained that the Parish Council would co-ordinate the purchaser and installation but no Parish Council funds would be used for this project; all funding would come from donations from residents and local business. It was **agreed** that CANS would match funds so raised, up to a maximum grant from CANS of £500. A member of the public pledged £100 towards the project.

CA-0004 May Fair 2011

It was noted that next year the May Fair would be on Saturday 7 May 2011, the Saturday after the Early Spring Bank Holiday weekend. The Devon ACF Corps of Drums had been invited to the event and the local branch of the British Legion, in conjunction with the school, were planning to stage a pram race in the afternoon. The Clerk stated that booking forms for the street fair would be issued very shortly. Anyone with any ideas for additional street entertainment or other ideas for the event should contact the Parish Office.

CA-0005 Update on CANS Projects

(i) Oral History

John Roberts stated that all the administrative paperwork necessary to ensure that the oral history recordings could be used by the County Archive had been produced and the specialist recording equipment acquired. A list of people to interview had been drawn up. The next stage was to identify and train volunteers to carry out the interviews.

(ii) Youth Council

It was noted that the Youth Council had not met for some time and action would be taken as discussed under Minute CA-0002(ii).

CA-0006 Future CANS Projects

The Clerk suggested that, in view of the possibility of increased need for action to protect local services and facilities from public expenditure cuts, CANS might wish to consider fund raising activities.

CA-0007 Date of Next Meeting

It was **agreed** that the meeting scheduled for 20th December be brought forward one week and be held on **Monday 13 December 2010**.

The meeting closed at 9.10pm.