

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 14 FEBRUARY 2011 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Tony Rich (Chairman)
 Rita Corbett
 Peter Greig
 Malcolm Hogg
 Margaret Hogg
 Pat Pardoe
 John Roberts
 Teresa Youe

In attendance: District Councillor Ken Dyer
 Parish Clerk Ainslie Ensor
 Chairman of CANS Mary Roberts
 Mike Caswell
 2 members of Public

3906 Apologies

Apologies were received from Cllr Booth (on holiday). The absence was **approved**.
Apologies were also received from District Cllr Joslin and District/County Cllr Edney.

3907 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 17 January 2011 were **approved** and signed by the Chairman.

3908 Committee Meeting Minutes

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

- (i) Cemetery Committee; 17 January 2011 (draft)
- (ii) Planning Committee: 4 February 2011 (draft)
- (iii) Finance & Audit Committee: 7 February 2011 (draft)

Cllrs Tony Rich and Malcolm Hogg declared a prejudicial interest in the following item and left the meeting.

3909 Nether Stowey Recreation Ground – Support Grant

The recommendation of the Finance & Audit Committee (Minute FA-0042(ii)) was **agreed**.

Cllrs Rich and Hogg rejoined the meeting.

3910 Parish Council Committees and Working Groups

The Clerk presented a report on the Parish Council's various Committees and Working Groups. The following was agreed:

- (i) The Cemetery, Personnel, Personnel (Appeals), Finance & Audit and Planning Committees to continue unchanged.
- (ii) The Village Maintenance, Major Projects (Hinkley Point) and Community Action Nether Stowey Committees be abolished.
- (iii) The following Working Groups be established (continued):

Working Group	Area of Activity
Village Maintenance WG	Maintenance of public toilets, clock tower, old gaol, public open spaces maintained by the Parish Council. Promotion of environmental campaigns (e.g. litter, dog fouling).
Major Projects WG	Liaison with Hinkley Point, detailed consideration of proposals regarding Hinkley C, matters relating to the A39
Affordable Housing WG	Promotion of the provision of affordable housing (for sale and rent) in Nether Stowey. Including liaison with Sedgemoor DC, social landlords and other appropriate bodies.
Parish Plan WG	Preparation of a draft Parish Plan for Nether Stowey, including public consultation on the draft plan. Submission of the draft Parish Plan to the Parish Council.
Community Action Nether Stowey	Promotion of community involvement, promoting youth activities and facilities, organisation of the annual May Fair.

- (iv) That all Working Groups be covered by the following Terms of Reference
 - (i) Membership
 - All Working Groups shall consist of a minimum of three Parish Councillors.
 - The Chairman and Vice Chairman of the Parish Council shall be *ex officio* members of all Working Groups.
 - Working Groups may co-opt non parish councillors as members.
 - A Parish Councillor shall act as Chairperson of each Working Group (except CANS where the Vice Chairperson shall be a Parish Councillor).
 - (ii) Delegated Powers
 - The Parish Council shall set the area of activity for each Working Group.
 - Working Groups may consider matters, make recommendations to the Parish Council and take action (*subject to (iv) below*) within their area of activity.
 - Unless previously authorised by the Parish Council, Working Groups may not make formal responses to outside bodies on behalf of the Parish Council. They may make recommendations to the Parish Council as regards such responses.
 - (iii) Meetings & Reports
 - Members of each Working Group may determine when and where the Working Group shall meet.
 - At least three clear working days before each meeting of the Working Group the Chairperson of the Working Group shall notify the Clerk to the Parish Council of the date time and venue of the meeting. The Clerk to the Parish Council shall notify all Parish Councillors of the meeting and place a notice of the meeting on the Parish Council noticeboards.

- The Chairman of each Working Group shall make regular written reports to the Parish Council of the activity of the Working Group; the report shall include details of meetings held, persons attending meetings, actions taken and any recommendations to the Parish Council and requests for authority to incur expenditure. Such reports to be submitted to the Clerk to the Parish Council at least three clear working days before the meeting of the Parish Council to which they are to be presented.
- (iv) Expenditure
- Working Groups may only incur expenditure that has been previously authorised by either the full Parish Council or the Finance & Audit Committee.
 - All purchases and other expenditure shall be in accordance with the Parish Council Financial Regulations.

3911 Highways

The following items were noted:

- Temporary Closure of Over Stowey Road delayed until end of February.
- Kerbstone Castle Hill needs attention
- Plastic indicator by stream adjacent to 32 Castle street broken

3912 District Council Liaison

Cllr Dyer stated that the District Council had set its Council Tax for 2011/12 at the same level as this year. He stated that he would not be standing for re-election in May and introduced Mike Caswell who would be a candidate for the new Quantocks Ward.

3913 Reports

There were no reports

3914 Correspondence

Correspondence received included:

- Sedgemoor District Council – LDF Newsletter
- Department of Culture, Media & Sport – Regarding The Queen’s 2012 Diamond Jubilee 2 to 5 June 2012
- Sedgemoor District Council – new consultation re Hinkley C 25 February to 28 March 2011
- Alzheimer’s Society – would like to come and talk on work of the society (It was suggested that they should approach Quantock Active Living.)
- Somerset County Council – research on flooding.

3915 Forthcoming Meetings and Events

16 February	SALC Seminar Somerton 10am - 1.00pm (Clerk to attend)
24 February	SDC Budget Seminar Bridgwater House 6.00pm (Cllr Booth & Clerk to attend)
15 March	Quantock Cluster Meeting, Village Hall 6.45pm
22 March	Village Hall AGM 7.30pm

Parish Council Meetings

21 February Community Action For Nether Stowey Village Hall 7.00pm
7 March Finance & Audit Committee Village Hall 7.00pm

3916 Date of Next Meeting

The next meeting of the Parish Council will be in the Village Hall on Monday 14 March 2011 at 7pm.

The meeting closed at 8.00pm

MINUTES OF A MEETING OF THE CEMETERY COMMITTEE
HELD ON 17 JANUARY 2011 AT 10.30am
AT NETHER STOWEY PARISH COUNCIL OFFICE

Present: Parish Councillors John Roberts (Chairman)
 Margaret Hogg
 Pat Pardoe

In attendance:
 Parish Council Clerk Ainslie Ensor

C-0014 Apologies

Apologies were received from Cllr Rich and Cllr Greig. The absences were **approved**.

C-0015 Election of Chairman

Cllr Roberts was **elected** Chairman for the remainder of the council year.

C-0016 Minutes of Previous Meeting

The minutes of the meeting of 22 December 2009 were **approved** and signed by the Chairman.

C-0017 Cemetery Fees

The Clerk reported that the present Cemetery Fees were set in December 2009. Since then inflation had risen by 5.2% (November 2009 to November 2010). Latest indications were that inflation will continue to exceed government targets for the next few months. It was recommended that the fees be increased to to reflect the cost of maintaining and administering the cemetery.

It was **agreed** that cemetery fees be increased to the amounts shown on the attached schedule with effect from 1st April 2011 and that local undertakers and monumental masons be informed.

The meeting closed at 11.05am

NETHER STOWEY CEMETERY – TABLE OF FEES AND CHARGES (EFFECTIVE FROM 1ST APRIL 2011)

- 1. PURCHASE OF "EXCLUSIVE RIGHT OF BURIAL" IN AN EARTHEN GRAVE**
This purchase price does NOT include the cost of interment or the erection of monuments. "Exclusive Right of Burial" may be purchased at the time of interment or at an earlier time if wished.
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|----|--|-------------|
| a) | For the "Exclusive Right of Burial" in an earthen grave 7' x3' | £120 |
| b) | For the "Exclusive Right of Burial" of cremated remains in an earthen grave 2' x2' | £50 |
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- 2. COST OF INTERMENT**
Regardless of whether "Exclusive Right of Burial" has or has not been granted the following charges will be made for interment.
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|----|--|-------------|
| a) | For the interment in an earthen grave of the body of a still-born child, or of a child whose age at the time of death did not exceed one month | £50 |
| b) | For the interment in an earthen grave of the body of any other person | £150 |
| c) | For the interment of cremated remains in an earthen grave | £60 |
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- 3. MONUMENTS, GRAVESTONES, TABLETS, FUNERARY URNS/VASES**
No Monuments, Gravestones, Tablets, Funerary Urns/Vases may be erected or placed on any grave unless the "Exclusive right of Burial" in that grave has been granted. For the right to erect or place on a grave in respect of which "Exclusive Right of Burial" has been granted:
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|----|--|------------|
| a) | A flat stone not exceeding 6' 8" x 2' 8" and lying flush with or very slightly below the level of the surrounding turf | £70 |
| b) | A headstone not exceeding 4' 6" in height | £70 |
| c) | A headstone with funerary urn/vase attached or forming an integral part of the said headstone, the whole not exceeding 4' 6" in height | £70 |
| d) | A monumental urn or funerary vase not exceeding 15" in height and standing on the earth or on its own base | £30 |
| e) | A brass type plaque to be placed on the memorial wall for those whose ashes have been scattered elsewhere | £36 |
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- 4. MONUMENTAL INSCRIPTIONS**
The charge for the foregoing monuments includes the charge for the first inscription thereon.
The charge for each subsequent inscription
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|--|------------|
| | £25 |
|--|------------|
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- 5. THE FEES FOR BURIALS OF PERSONS NOT RESIDENT IN THE PARISH OF**

NETHER STOWEY

The foregoing fees, payments and sums will normally be **doubled** in the case of any person who at the time of death was NOT a PARISHIONER or INHABITANT of the Parish of NETHER STOWEY. The fees, payments and sums will normally be doubled in the case of any still-born child, neither of whose parents at the time of birth was a PARISHIONER or INHABITANT of the Parish of NETHER STOWEY.

The doubling of fees, payments and sums may be waived at the discretion of the Burial Authority in the case of PARISHIONERS or INHABITANTS of the Parish of NETHER STOWEY who for reasons of age, ill-health, or infirmity are at the time of their death resident in a nursing home, hospital, or similar institution and who but for this aforesaid age, ill-health or infirmity would have remained as PARISHIONERS or INHABITANTS of the Parish of NETHER STOWEY.

6. **FEES TO BE RECEIVED BY THE PARISH COUNCIL IN RESPECT OF SERVICES RENDERED BY MINISTERS OR BY SEXTONS** **NIL**

7. **FEES FOR SEARCHES OF REGISTERS AND FOR COPIES AND EXTRACTS TO BE TAKEN THEREFROM**

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| a) | If the search is carried out and extracts are made by the enquirer | £18 |
| b) | If the search is carried out and extracts are made by the Clerk | £25 |
| c) | Each Certified Copy of the Burial Register | £25 |
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8. **MAINTENANCE OF PURCHASED GRAVES**

The maintenance, by the Parish Council, of purchased graves limited to grass cutting and weeding and specifically excluding the maintenance of any Monuments, Gravestones, Tablets, Funerary Urns/Vases that have been placed on the grave

£30 per annum

MINUTES OF A MEETING OF THE PLANNING COMMITTEE
HELD ON FRIDAY 4th FEBRUARY 2011 AT 11.00am
IN THE PARISH COUNCIL OFFICE

Present: Parish Councillors: Malcolm Hogg (Chairman)
Peter Greig
Margaret Hogg
Pat Pardoe
Tony Rich
John Roberts

In attendance:
Parish Council Clerk Ainslie Ensor

P-0019 Apologies

Apologies were received from Cllrs Robert Booth (business) and Rita Corbett (on holiday)
The absences were **approved**.

P-0020 Minutes of Previous Meetings

The minutes of the Committee meeting held on 25 October 2010 were **approved** and signed by the Chairman.

P-0021 Planning Applications

The following response was **approved**.

- (i) Application Ref: 36/11/0001/RSM
Address: Coleridge Cottage and Gardens, Lime Street
Proposal: Change of Use of residential accommodation to museum use.
Applicant: Mr S Hayes (National Trust)
Response: Support
The Parish Council supports and welcomes the proposals contained within this application which are an essential part of the improvements to the visitor experience at this important historic building.
The Committee **agreed** that it would also support a listed building application for the same proposals if this were required.
- (ii) Application Ref: 36/10/00022 & 36/10/0023
Address: The Old Coach House, Oakford House, St Mary Street
Proposal: Erection of porch to West elevation, installation of replacement windows, reroof over bay window and French windows in dwelling, installation of window in East elevation of outbuilding and erection of summer house.
Applicant: Mr & Mrs A Bernard
Response: No Objections
The Clerk stated that details of this application had been circulated to all councillors and there had been no objections to the application. Because of illness and bad

weather it had not been possible to arrange a meeting of the Committee to formally consider the Parish Council's response to the application, which had now been granted by Sedgemoor.

P-0022 **Date and Times of Next Meeting**

To be arranged.

The meeting closed at 11.10am

MINUTES OF A MEETING OF THE FINANCE & AUDIT COMMITTEE
HELD ON MONDAY 7 FEBRUARY 2011 AT 7.00PM
IN THE VILLAGE HALL

Present: Parish Councillors: Robert Booth (Chairman)
Peter Greig
Malcolm Hogg
Tony Rich

In attendance:

Parish Councillor	Margaret Hogg
Parish Councillor	Pat Pardoe
Parish Councillor	John Roberts
Parish Councillor	Teresa Youe
Chairman of CANS	Mary Roberts
Parish Council Clerk	Ainslie Ensor
Assistant Parish Clerk	Jean Falla
2 Members of the Public	

FA-0040 Apologies

Apologies were received from Cllr Corbett (unwell), the absence was **approved**.

FA-0041 Minutes of Previous Meeting

The minutes of the meeting held on 10 January 2011 were **approved** as a true record and signed by the Chairman.

FA-0042 Support Grants

The Clerk declared a personal interest in this item, he acted as external auditor to the Village Hall, treasurer to the Recreation Field, Voluntary Director of Sedgemoor Community Transport, and Secretary/Treasurer to the Community Pavilion Project. The Committee noted the interests and agreed the Clerk should remain in the meeting.

(i) Nether Stowey Village Hall

The Committee considered the information supplied by the Village Hall and expressed concern at the lack of a coherent business plan to tackle the recent and projected loss of income and cost pressures facing the village hall.

The Committee **agreed** to provide a support grant to Nether Stowey Village Hall for the year 2010/11 in the sum of £1200 subject to the following conditions.

- (a) £500 to be released on receipt of evidence that the Village Hall had commissioned a condition survey in accordance with the brief and quotations supplied with the application.
- (b) The balance of £700 to be released on receipt, by this Committee, of a copy of the condition survey report, together with a business plan which detailed how and when any work identified in the report would be undertaken and how the required funds would be raised.

Cllr Malcolm Hogg and Cllr Rich declared personal and prejudicial interests in the following item. The Clerk stated that as the Committee was not now quorate the matter would have to be approved by the next meeting of the Parish Council.

(ii) Nether Stowey Recreation Field

The Committee **recommended** to the Parish Council that it provide Nether Stowey Recreation Field a support grant for the year 2010/11 in the sum of £1800 subject to the following condition.

(i) £900 to be allocated to the Playing Field Regeneration Project, to be held and accounted for separately.

Cllrs Hogg and Rich rejoined the meeting.

(iii) Sedgemoor Community Transport

It was **agreed** to provide a grant for the year 2010/11 in the sum of £325 for the provision of a door to door shopping transport service for elderly and infirm parishioners.

Cllr Rich declared a personal and prejudicial interest in the following item.

(iv) Nether Stowey Community Pavilion Project

It was **agreed** to release the balance of £1,535.48 of the grant approved by the Parish Council in 2006.

Cllr Rich rejoined the meeting.

FA-0043 Income & Expenditure Report

The Income and Expenditure report for January 2011 was **accepted**.

FA-0044 Expenditure

Expenditure incurred since the Committee meeting of 10 January 2011

Payee	Amount	Details
Chanin & Thomas	166.66	Office Rent February
R J Jeanes	100.00	Allotment Rental
St Mary's PCC, Nether Stowey	42.00	Active Living
Npower Ltd	178.04	Toilets electricity to 9/12/10
Clarity Copiers (Western) Ltd	316.36	Copy Charges
Payroll Expenses February	1503.58	PAYE/NI
Total	£2,306.64	

The above expenditure was **approved** and (any) two of the authorised signatories were **instructed** to sign the relevant cheques.

FA-0045 Correspondence Received

The Clerk reported that Sedgemoor District Council was holding a budget Briefing for Town and Parish Councils on 24 February 2011. It was **agreed** that the Chairman of the committee and the Clerk would attend and that the District Council be asked if there were plans to ask Town and Parish Councils to take over the funding of more services in 2011/12 and 2012/13.

FA-0046 Date of Next Meeting

It was **agreed** that the next meeting of the Committee would be held on Monday 7 March 2011 at 7.00pm in the Village Hall.

The meeting closed at 8.15pm