

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 16 APRIL 2012 AT 7.00pm
IN THE VILLAGE HALL

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

In Attendance:

District Councillor	Julie Pay
Parish Clerk	Caro Slaymaker
CANS	Mary Roberts (Chair)
Recreation Ground	Sharon Mayell (Treasurer)
War Memorial Project Group	Gerry Wright
15 Members of the Public	

Public Session

A Parishioner asked if an additional dog waste bin could be provided in South Lane. She will make a written request. Parishioners commented on the state of the trees in the playing field.

4085 Apologies

Apologies were received from County Cllr Edney and District Cllr Caswell, who was attending another meeting.

4086 Declarations of Interest

Cllr Malcolm Hogg declared a personal prejudicial interest in the Clock Tower Railings (agenda item 7, minute 4091) in that he had a commercial interest. Cllr Margaret Hogg declared a personal prejudicial interest in the Clock Tower Railings (agenda item 7, minute 4091) in that she had a commercial interest.

4087 Minutes of Previous Meetings

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

4088 Committee Minutes

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

- i) Planning Committee, 2 April 2012 (draft)
- ii) Finance and Audit Committee, 2 April 2012 (draft)

4089 Nether Stowey Recreation Ground Maintenance Grant

The Recreation Ground Management Committee had submitted a request for an increased maintenance grant of £2,500 for the financial year 2013/14. Ms Mayell addressed the Council,

providing details of increased costs and planned fundraising events. It was **agreed** that Ms Mayell would meet with Cllr Greig to discuss the request in more detail and to consider whether a Working Group should be established. Cllrs Greig, Pardoe and Youe agreed to form any eventual Working Group. It was **agreed** that a new representative of the Parish Council would be appointed to the Recreation Ground Management Committee.

4090 Provision of Dog Waste bin – Butchers Lane

The Clerk reported that a Parishioner had requested the provision of a dog waste bin on Butchers Lane. Sedgemoor DC had provided a quotation for a small bin at approximately £150 plus VAT. Weekly emptying would cost a further £3.22 per week. It was **agreed** that the Finance and Audit Committee be requested to consider if the cost could be met.

Cllr Malcolm Hogg and Cllr Margaret Hogg left the meeting.

4091 Clock Tower Safety Railing

Cllr Roberts reported that the absence of a railing in the clock tower presented a serious safety issue. A design had been agreed in consultation with the horological engineer and a quotation had been submitted by Simco. The proposed works were **approved** and it was **agreed** to accept the quotation from Simco in the sum of £272.61 plus VAT. It was also **agreed** that Cllr Roberts would undertake the carpentry work to the door of the clock enclosure on a voluntary basis.

Cllr Malcolm Hogg and Cllr Margaret Hogg rejoined the meeting.

4092 Hinkley Point C – letter to the Prime Minister

Following discussion regarding the impact of the Hinkley Point C construction traffic on the highway network, and in view of the recent correspondence between the MP and the Department of Transport of proposed Hinkley Point C, it was **agreed** that a letter outlining the Parish Council's concerns be sent via our MP to the Prime Minister. The Chairman was **instructed** to despatch an appropriate letter. It was further **agreed** that the Clerk would circulate the draft letter to Councillors before it was sent.

4093 District and County Council Liaison

Cllr Pay reported that the new Bridgwater Community Hospital would be completed in early 2014 and that Sedgemoor District Council would hold a full Council Meeting on Wednesday 18 April to consider the District Council's Local Impact Report in respect of Hinkley Point C.

4092 Highways

The Clerk reported that she had received notification from Somerset County Council that part of Castle Hill would be closed on 17 May for necessary work by Wessex Water. A copy of the notice and map will be displayed on the noticeboard.

The Clerk reported that she had received a request for double yellow lines to be put on the road opposite Little's shop. It was **agreed** that Cllr Malcolm Hogg would investigate the situation and report to the Council for further consideration.

It was **noted** that the village roads would be closed on 5 May for the May Fair.

Cllr Julie Pay left the meeting.

4093 Reports

War Memorial Project Group – Mrs Gerry Wright gave a detailed presentation including a mock-up of the proposed war memorial. Over £3,000 had been raised to date and further fundraising would start with May Fair. A time capsule would be buried beneath the foundation. It was hoped that a dedication ceremony would be held on 3 November 2011. It was **agreed** that the inscription should read “In memory of the people of Stowey ...” as this was preferred to “the Stowies”.

4094 Correspondence

Correspondence received included:

- E-mail from Sedgemoor DC announcing the sale of Great Wood in the Quantock Hills to the Forestry Commission
- Letter from the Planning Inspectorate notifying the appointment of the fourth member of the Examining Authority for Hinkley Point C
- Letter from Somerset County Council giving details of a Volunteer Strimmer Project
- E-mail from a Parishioner regarding the traffic on Stogursey Lane

4095 Forthcoming Meetings & Events

Monday 30 April	Rural Housing Seminar <i>(Cllrs Greig and Roberts to attend)</i>	Wedmore Golf Club	3 pm
Saturday 5 May	May Fair		
Tuesday 8 May	Finance and Audit Committee	NS Village Hall	7 pm
Monday 14 May	Parish Council Meeting	NS Village Hall	7 pm
Monday 21 May	Annual Parish Meeting	NS Village Hall	7 pm
Tuesday 22 May	Quantock Cluster	NS Village Hall	6.30pm
Planning Inspectorate Schedule – Hinkley Point C Open Floor hearings			
Wednesday 9 May	Bridgwater College, Cannington	10 am and 2 pm	
Thursday 10 May	Otterhampton Village Hall	10 am and 2 pm	
Wednesday 9 May	Bridgwater Town Hall	10 am and 7 pm	
Wednesday 9 May	Stogursey Victory Hall	10 am and 2 pm	

4096 Date of Next Meeting

- Monday 14 May 2012 - Village Hall 7.00pm

The meeting closed at 8.55 pm.

MINUTES OF A MEETING OF THE PLANNING COMMITTEE
HELD ON MONDAY 2 APRIL 2012 AT 7.00PM
IN THE VILLAGE HALL

Present: Parish Councillors: Malcolm Hogg (Chairman)
Robert Booth
Rita Corbett
Pat Pardoe
John Roberts

In attendance:
Parish Clerk Ainslie Ensor
Parish Clerk Caro Slaymaker

P-0058 Apologies

Apologies were received from Cllr Greig (holiday) and Cllr Margaret Hogg (engaged elsewhere). The absences were approved.

P-0059 Declarations of Interest

There were no Declarations of Interest.

P-0060 Minutes of Previous Meetings

The Minutes of the Committee meeting held on 12 December 2012 were **approved** and signed by the Chairman.

P-0061 Planning Applications

The following response was **agreed**

Application Ref:	36/12/00004
Address:	Castle Hill House, Castle Hill
Proposal:	Conversion and extension of Coach House to form additional living accommodation
Applicant:	Mrs Jackie Collins
Response:	No objections

P-0062 National Planning Policy Framework

The Committee noted the publication of the National Planning Policy Framework on 27 March, which will be a useful reference point in considering future planning applications.

P-0063 Date and Time of Next Meeting

To be arranged.

The meeting closed at 7.15pm

MINUTES OF A MEETING OF THE FINANCE & AUDIT COMMITTEE
HELD ON MONDAY 2 APRIL 2012 AT 7.15PM
IN THE VILLAGE HALL

Present: Parish Councillors: Robert Booth (Chairman)
 Rita Corbett
 Malcolm Hogg
 John Roberts

In attendance: Parish Clerk Ainslie Ensor
 Parish Clerk Caro Slaymaker

FA-0133 Apologies

Apologies were received from Cllr Greig (holiday). The absence was **approved**.

FA-0134 Declarations of Interest

There were no declarations of interest.

FA-0135 Minutes of Previous Meeting

The minutes of the meeting held on 6 February 2012 were **approved** as a true record and signed by the Chairman.

FA-0136 Income and Expenditure Report

The Clerk presented the income and expenditure report for March 2012, a copy of which is appended to these minutes. The Clerk informed the Committee that the final telephone account for the year, in the sum of £34.48, was not included in the report. The report was **accepted**.

FA-0137 Expenditure

Expenditure incurred since the Parish Council meeting of 12 March 2012

Cheque No	Payee	Amount	Details
102998	D M Penney (Quantock Tea Room)	20.00	Sandwiches during interview day
102999	Peter Greig	28.40	Duplicate office keys
103000	SALC	337.32	Affiliation fee 2012/13
103001	Nether Stowey Village Hall	95.00	Room Hire 13 Feb PC Meeting; 25 Feb Consultation Day
103002	SLCC	210.00	New Clerk training
103003	SALC	20.00	Accounts workshop new clerk course
103004	St Mary's Church Centre	24.00	Hire of hall & kitchen SALC meeting
<i>103005</i>	<i>Cancelled</i>		
103006	G Bickers	1091.50	Cemetery Mtce £364.50 Village Mtce £377 Toilets £350

103007	Payroll Expenses	596.46	March Salary
	Total	£2,422.68	

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

FA-0138 Diamond Jubilee Grants

The Clerk reported that three applications for Diamond Jubilee Grants had been received. Following discussion the Committee **agreed** to make grants as follows:

- (i) Friends of Nether Stowey School £150
- (ii) Stowey Memorial Project Group £150
- (iii) Nether Stowey Recreation Ground £300

It was further **agreed** that the grants would be conditional upon the relevant events taking place, with the grant being refunded if the event was cancelled.

FA-0139 Village Hall Maintenance Grant

The Clerk reported that, subsequent to the decision in November 2011 (*Minute FA-0102*) that the 2011/12 maintenance grant for the Village Hall be released when there was clear progress on the issues raised by the Condition Survey and Accounts, the Village Hall Management Committee had submitted a request that the grant be now paid. The Committee felt that information provided indicated that the Village Hall Committee had now made progress in addressing the issues and it was **agreed** that the 2011/12 maintenance grant of £900 be paid. It was further **agreed** that the Village Hall Management Committee be asked to demonstrate further progress prior to the payment of the 2012/13 maintenance grant.

FA-0140 Annual Accounts and Return for Year Ending 31 March 2012

The Committee **noted** the timetable for the completion of the Annual Accounts and Return for Financial Year ending 31 March 2012.

FA-0141 Date of Next Meeting

The next meeting of the Committee will be held on Tuesday 8 May 2012 at 7.00pm in the Village Hall.

The meeting closed at 7.50pm

FINANCIAL REPORT MARCH 2012

Account Code	Account	Balance at 31.03.2011	Budget 2011/2012	Total 2011/2012	April to Sept	Oct-11	Nov-11	Dec-11	Jan-11	Feb-11	Mar-11	Total to 31 Mar 2012	Balance
Parish Office													
10001	Office Equipment	0.00	500.00	500.00	0.00		4.81		96.66	141.86	28.40	271.73	228.27
10002	Parish Council Office Rent	0.00	2,750.00	2,750.00	520.00	667.16	166.67	168.45	333.34		166.67	2,022.29	727.71
10003	Postage	0.00	150.00	150.00	74.57	-37.84	28.32		82.84		-28.08	119.81	30.19
10004	Stationery, printing	0.00	950.00	950.00	973.62	-37.41	45.70	-24.07	-106.61	596.47	-60.68	1,387.02	-437.02
90012	Printing & Copying	0.00	-100.00	-100.00	-109.74	-9.68	-24.02	-51.56	-23.50	-21.79	-9.10	-249.39	149.39
10005	Telephone & Internet	0.00	550.00	550.00	209.05	27.03	28.04	28.10	28.01	26.93	28.73	375.89	174.11
Staff Costs													
20001	Payroll Reserve	2,833.81	400.00	3,233.81	0.00							0.00	3,233.81
20002	Recruitment	0.00	250.00	250.00	0.00				1,062.20	40.00	20.00	1,122.20	-872.20
20003	Salaries	0.00	20,400.00	20,400.00	8,947.68	1,491.28	1,491.28	1,491.28	1,491.28	1,304.52	1,888.78	18,106.10	2,293.90
20004	Staff travel and subsistence costs	0.00	0.00	0.00	31.30	1.20		1.20	1.20			34.90	-34.90
20005	Staff Training	0.00	250.00	250.00	75.00						195.00	270.00	-20.00
Administration & Finance													
30001	Audit Fees	0.00	550.00	550.00	535.00							535.00	15.00
30002	Bank Charges & Interest	0.00	0.00	0.00	0.00				-0.99			-0.99	0.99
30003	Chairman's Honorarium	0.00	175.00	175.00	175.00							175.00	0.00
30005	Councillors' Training	0.00	150.00	150.00	0.00							0.00	150.00
30006	Elections	750.00	250.00	1,000.00	105.00							105.00	895.00
30007	Insurance	0.00	1,200.00	1,200.00	1,256.27							1,256.27	-56.27
30008	Statutory Fees	0.00	35.00	35.00	0.00	35.00						35.00	0.00
30009	Subscriptions	0.00	500.00	500.00	0.00			140.00	10.00		337.32	487.32	12.68
30010	Venue Hire	0.00	25.00	25.00	152.00	38.00	38.00	38.00	19.00	65.00	119.00	469.00	-444.00
90011	Precept	0.00	-47,000.00	-47,000.00	-47,000.00							-47,000.00	0.00
90009	Miscellaneous Grants	3,700.00	0.00	3,700.00	0.00							0.00	3,700.00
Cemetery													
40002	Cemetery Rates	0.00	170.00	170.00	125.57							125.57	44.43
40003	Maintenance	0.00	2,400.00	2,400.00	1,255.50	486.00	243.00			121.50	364.50	2,470.50	-70.50
40004	Pest Control	0.00	50.00	50.00	0.00							0.00	50.00
90006	Cemetery Income	0.00	-2,100.00	-2,100.00	-1,545.00		-145.00	-25.00	-395.00	-95.00	-191.14	-2,396.14	296.14

Nether Stowey Parish Council – DRAFT minutes

Account Code	Account	Balance at 31.03.2011	Budget 2011/2012	Total 2011/2012	Expenditure April to Sept	Oct-11	Nov-11	Dec-11	Jan-11	Feb-11	Mar-11	Total to 31 Mar 2012	Balance
Community Services													
50001	Active Living	922.55	100.00	1,022.55	1,022.55							1,022.55	0.00
50002	Allotment	0.00	100.00	100.00	0.00							0.00	100.00
90002	Allotment Rental	0.00	-100.00	-100.00	0.00				-100.00			-100.00	0.00
50003	CANS	2,007.40	0.00	2,007.40	63.31	1.67	12.29	45.07	355.28	20.79	0.73	499.14	1,508.26
50004	Christmas Tree & Lights	224.79	0.00	224.79	0.00		362.20		42.50			404.70	-179.91
50005	May Fair 2011/12	1,636.09	0.00	1,636.09	851.54	95.93		0.90			74.96	1,023.33	612.76
90008	May Fair 2011/12 Income	0.00	0.00	0.00	-623.80	-30.00	-270.00	-254.00	-744.00	-130.00	-320.00	-2,371.80	2,371.80
50006	Oral History	349.11	0.00	349.11	0.00							0.00	349.11
50007	Parish Council Newsletter	0.00	600.00	600.00	0.00							0.00	600.00
50008	Parish Plan	771.19	0.00	771.19	0.00							0.00	771.19
50009	Youth Services	226.66	100.00	326.66	0.00							0.00	326.66
50010	Nether Stowey Village Trail Booklet	0.00	0.00	0.00	6.83	13.65						20.48	-20.48
90016	Village Trail Booklet Income	0.00	0.00	0.00	-25.00	-20.00					-20.00	-65.00	65.00
90017	War Memorial Project	0.00	0.00	0.00	0.00				-85.00		-2,910.00	-2,995.00	2,995.00
Nether Stowey Library													
	Staff Costs	0.00	2,200.00	2,200.00	0.00							0.00	2,200.00
	Rates	0.00	1,000.00	1,000.00	0.00							0.00	1,000.00
	Heat & Light	0.00	600.00	600.00	0.00							0.00	600.00
	Water	0.00	50.00	50.00	0.00							0.00	50.00
	Cleaning & Refuse	0.00	700.00	700.00	0.00							0.00	700.00
51001	Miscellaneous	0.00	250.00	250.00	0.00			24.00	1.01		6.17	31.18	218.82
51000	Establishment of Community Organisation	0.00	1,500.00	1,500.00	0.00		1,000.00					1,000.00	500.00
Village Maintenance													
60001	A39 Verge	0.00	150.00	150.00	53.25	13.50	13.50				13.50	93.75	56.25
60002	CCTV	0.00	100.00	100.00	0.00							0.00	100.00
60003	Clock Tower Maintenance & Electricity	0.00	1,650.00	1,650.00	1,280.69		649.42	4,236.41		35.40		6,201.92	-4,551.92
60004	General Maintenance	0.00	400.00	400.00	0.00							0.00	400.00
60005	Old Gaol	0.00	50.00	50.00	0.00			7.50	67.50	209.25		284.25	-234.25
60006	Palmers Path	0.00	300.00	300.00	40.50	121.50	27.00		94.50		13.50	297.00	3.00

Account Code	Account	Balance at 31.03.2011	Budget 2011/2012	Total 2011/2012	Expenditure April to Sept	Oct-11	Nov-11	Dec-11	Jan-11	Feb-11	Mar-11	Total to 31 Mar 2012	Balance
60007	Public Seating	0.00	250.00	250.00	0.00						350.00	350.00	-100.00
60008	South Lane Footpath	0.00	100.00	100.00	40.00	40.00						80.00	20.00
60009	Dog Bins	0.00	150.00	150.00	139.18							139.18	10.82
	A39 Wood	0.00	750.00	750.00	0.00							0.00	750.00
	Millennium Wood	0.00	300.00	300.00	0.00							0.00	300.00
Castle Street Toilets													
70001	Castle Street Toilets Cleaning	0.00	2250.00	2250.00	691.00	350.00	350.00		350.00	175.00	350.00	2,266.00	-16.00
70002	Castle Street Toilets Power	0.00	600.00	600.00	186.95	162.29			137.45			486.69	113.31
70003	Castle Street Toilets Rates	0.00	450.00	450.00	0.00							0.00	450.00
70004	Castle Street Toilets Repairs & Mtce	0.00	250.00	250.00	0.00		27.00		40.50			67.50	182.50
70005	Castle Street Toilets Sewerage	0.00	275.00	275.00	48.99		109.69					158.68	116.32
70006	Castle Street Toilets Water	0.00	250.00	250.00	40.69		114.92					155.61	94.39
Grants													
80001	Miscellaneous Grants	0.00	200.00	200.00	0.00			100.00				100.00	100.00
80003	Playing Field	0.00	1,500.00	1,500.00	0.00		1,500.00					1,500.00	0.00
80004	Transport	0.00	250.00	250.00	0.00							0.00	250.00
80005	Village Hall	0.00	900.00	900.00	0.00						6.90	6.90	893.10
	General Reserve	9,635.15	0.00	9,635.15	0.00							0.00	9,635.15
	Total Net Expenditure For Year	23,056.75	730.00	23,786.75	-30,402.50	3,409.28	5,772.82	5,926.28	2,758.17	2,489.93	425.16	-9,620.86	33,407.61
90013	VAT Paid	0.00	1,100.00	1,100.00	637.20	13.53	350.83	852.90	273.88	155.96	40.75	2,325.05	-1,225.05
	Total Expenditure for Year	23,056.75	1,830.00	24,886.75	-29,765.30	3,422.81	6,123.65	6,779.18	3,032.05	2,645.89	465.91	-7,295.81	32,182.56
	Current Account	22,062.74			-29,765.30	3,422.81	6,123.65	6,779.18	3,032.05	2,645.89	465.91	29,357.56	
	Deposit Account	994.01										995.00	
	Total	23,056.75			-29,765.30	3,422.81	6,123.65	6,779.18	3,032.05	2,645.89	465.91	30,352.56	