

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 8 APRIL 2013 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Malcolm Hogg (Chairman)
 Martin Carpenter
 Margaret Hogg
 Shaun O'Byrne
 Pat Pardoe
 Teresa Youé

In Attendance: Parish Clerk Caro Slaymaker
 District Councillor Julie Pay (*from Minute 4223*)
 Chair of CANS Mary Roberts
 4 Members of the Public

Public Session

The Chairman introduced Cllr Shaun O'Byrne and welcomed him to his first meeting. There were no other issues raised.

4247 Apologies

Apologies were received from Cllr Peter Greig (family illness) and from Cllr Rob Booth (on holiday). The absences were **approved**.

4248 Declarations of Interest

There were no declarations of interest.

4249 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 11 March 2013 were **approved** as a true record and signed by the Chairman.

Items 4 and 5, (Councillors' and Police Liaison) were delayed until representatives arrived.

4250 Income and Expenditure Report

The Clerk presented the income and expenditure report to 31 March 2013, a copy of which is appended to these minutes. The report was **accepted**.

4251 County Council and District Council Liaison

Cllr Pay said that if we had any problems getting potholes repaired she would be happy to help if needed. She had nothing further to report.

4252 Expenditure

Expenditure incurred since the Finance and Audit Committee meeting of 11 March 2013

Date	Payee Name	Cheque	Amount	Transaction Details
12 March	GPR Traders	103177	360.00	Stalls for May Fair
12 March	Talk Talk	DD	30.94	Phone bill (February)
14 March	Gary Bickers	103179	969.00	Maintenance: Palmers Path, cemetery, A39 verge, Plot 173. Cleaning: public toilets
20 March	NS Village Hall	103178	40.00	Meeting room: 11 Feb, 11 March
21 March	Staff Salaries	103180-83	1,735.44	Salaries, PAYE, NI, LGPS

Date	Payee Name	Cheque	Amount	Transaction Details
30 March	Caro Slaymaker	103184	55.28	Batteries; Clock Tower heater; loo rolls
30 March	Quantock Villages Benefices	103185	20.00	Cemetery fee received in error
		TOTAL	£3,210.66	

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

4253 Audit of Accounts

The schedule for the audit of the Parish Council's accounts for the year 2012/13 was **noted**.

4254 Financial Regulations

It was **agreed to adopt** the Financial Regulations which the Clerk had recently circulated in draft.

4255 Cemetery Fees

The Clerk had undertaken the annual review of cemetery fees and recommended an increase of about 5% - individual items to be rounded up or down for convenience. It was **agreed** to increase the fees as recommended.

4256 Highways

The Clerk reported that she was still awaiting the final report from the solicitor regarding the culvert at St Mary Street, despite having been promised by the end of the previous week.

It was noted that the level of dogs' mess had increased recently particularly on Palmer's Path and Castle Street and elsewhere. The Clerk would contact Sedgemoor District Council for new signs and posters and would include an item for the next possible edition of the Quantock Messenger.

4257 Reports

Hinkley Pont Site Stakeholder Group: the Chairman would attend a meeting in May relating to low- and intermediate-level waste. He would report on the meeting in due course.

Active Living: The most recent talk had been on "Feeding the Troops During the World Wars" and had been very interesting. There was a change in liaison with Sedgemoor District Council and it was not clear who in Sedgemoor would take over. The organisation would now be run locally.

CANS: Mary Roberts reported that final arrangements for the May Fair were in hand, with 71 pitches sold. There would be a CANS meeting on Friday 19 April at 7pm at the Church Centre to which everyone was invited.

Village Hall: Cllr Pardoe reported that the Hall was receiving lots of bookings and there was a lot going on

4258 Correspondence

There was no correspondence that had not previously been circulated.

4259 Forthcoming meetings and events

Fri 12 April	2pm	Funeral of Peter Lacey, Secretary, SALC	St Mary's Church, West Buckland
Fri 19 April	7pm	CANS meeting	Church Centre, Nether Stowey
Mon 29 April	7-10pm	Councillors' Training PG, MH, MH, MC, SO	Woolavington Village Hall

Thurs 2 May	County Council election		
Sat 4 May	May Fair 2013	Nether Stowey	
Tues 18 June 7-10pm	Chairmen's training (PG + ?)	Edgar Hall, Somerton	

4260 Date of Next meeting

The next meeting would be held on Monday 13 May at 7pm at the Village Hall.

The meeting closed at 8.00 pm

Code	Account	Balance 2011/12	First quarter	Second quarter	Third quarter	Jan 2013	Feb 2013	Mar 2013	Fourth quarter	Total spent to date
	Reserves Total	-30,352.56	4,226.40	0.00	0.00	0.00	6.00	- 2,032.08	-2,026.08	2,200.32
INCOME										
1002	Allotment Rental + Reserve	-100.00	-100.00	0.00	0.00	- 100.00			-100.00	-200.00
1006	Cemetery Income	-2,100.00	-627.00	-519.60	-649.00	- 523.00	-66.00	- 374.00	-963.00	-2,758.60
1007	Christmas tree + lights - donations	0.00	0.00	0.00	0.00				0.00	0.00
1008	May Fair 2012 Income	0.00	-529.24	- 30.00	0.00				0.00	-559.24
1009	Miscellaneous Grants	0.00	0.00	0.00	0.00				0.00	0.00
1011	Precept	-47,850.00	-23,925.00	-23,925.00	0.00				0.00	-47,850.00
1012	Printing & Copying receipts	-800.00	-100.55	- 58.66	- 63.52	-9.40	-27.96	-88.64	-126.00	-348.73
1013	May Fair 2013 Income	0.00		0.00	-300.00	- 370.00	- 211.00	- 320.00	-901.00	-1,201.00
1016	Village Trail Booklet Income	0.00	- 20.00	0.00	0.00				0.00	- 20.00
1017	War Memorial Project from 2011/12	0.00	-2,456.00	-5,325.00	-5,545.00				0.00	-13,326.00
1018	Quantock Cluster income	-390.00	- 60.00	-150.00	-180.00				0.00	-390.00
1999	Misc Receipts	0.00	0.00	-2.00	0.00			-1.00	-1.00	-3.00
115	VAT Refunds	-1,200.00	-4,501.08	0.00	-1,266.94				0.00	-5,768.02
	Total Income For Year	-52,440.00	-32,318.87	-30,010.26	-8,004.46	- 1,002.40	- 304.96	- 783.64	-2,091.00	-72,424.59
Expenditure										
Parish Office										
4101	Office Equipment	1,029.92	393.95	559.99	70.49			5.49	5.49	1,029.92
4102	Parish Council Office Rent	2,075.28	710.24	355.00	509.05		500.00	0.99	500.99	2,075.28
4103	Postage	220.20	156.70	0.00	10.00		60.00	-6.50	53.50	220.20
4104	Stationery, printing	524.03	69.64	203.07	146.16		110.36	-5.20	105.16	524.03
4105	Telephone & Internet	470.00	173.44	88.61	86.32	34.38	143.03	-87.96	89.45	437.82
Staff Costs										
4201	Terminal Gratuity	516.76	-1,321.38	0.00	1,838.14				0.00	516.76
4202	Recruitment	250.00	0.00	0.00	0.00				0.00	0.00
4203	Salaries	21,251.85	5,712.11	4,930.02	5,526.43	1,713.19	1,660.91	1,709.19	5,083.29	21,251.85
4204	Staff travel and subsistence costs	180.30	123.65	0.00	55.45		1.20		1.20	180.30
4205	Staff Training	26.73	0.00	0.00	1.53		25.20		25.20	26.73

Nether Stowey Parish Council

Code	Account	Balance 2011/12	First quarter	Second quarter	Third quarter	Jan 2013	Feb 2013	Mar 2013	Fourth quarter	Total spent to date
Administration & Finance										
4301	Audit Fees	730.00	250.00	480.00	0.00				0.00	730.00
4303	Chairman's Honorarium	175.00	175.00	0.00	0.00				0.00	175.00
4305	Councillors' Training	120.00	0.00	120.00	0.00				0.00	120.00
4306	Elections + Reserve	250.00	0.00	0.00	0.00				0.00	0.00
4307	Insurance	935.60	935.60	0.00	0.00				0.00	935.60
4308	Statutory Fees	35.00	0.00	0.00	35.00				0.00	35.00
4309	Subscriptions	546.26	35.00	0.00	175.00		336.26		336.26	546.26
4310	Venue Hire	438.00	180.00	78.00	60.00	40.00	40.00	40.00	120.00	438.00
4311	Wayleaves	0.00	0.00	0.00	0.00				0.00	0.00
4312	Quantock Cluster expenditure	390.00	12.90	0.00	245.84		52.28	78.98	131.26	390.00
Cemetery										
4401	Cemetery Equipment	0.00	0.00	0.00	0.00				0.00	0.00
4402	Cemetery Rates	130.50	130.50	0.00	0.00				0.00	130.50
4403	Maintenance	2,504.00	504.00	1,014.00	356.00		14.00	616.00	630.00	2,504.00
4404	Pest Control	0.00	0.00	0.00	0.00				0.00	0.00
Community Services										
4501	Active Living	100.00	100.00	0.00	0.00				0.00	100.00
4502	Allotment	100.00	100.00	0.00	0.00	100.00			100.00	200.00
4503	CANS	0.00	0.00	0.00	0.00		6.00		6.00	6.00
4504	Christmas Tree & Lights	0.00	0.00	0.00	10.50				0.00	10.50
4505	May Fair 2012 expenditure	0.00	1,159.06	148.00	0.00				0.00	1,307.06
4513	May Fair 2013 expenditure	0.00			6.57			397.36	397.36	403.93
4506	Oral History	0.00	20.65	0.00	0.00			-20.65	-20.65	0.00
4507	Parish Council Newsletter	600.00	0.00	0.00	0.00				0.00	0.00
4508	Parish Plan	250.00	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
4510	Nether Stowey Village Trail Booklet	7.30	27.30	0.00	0.00				0.00	27.30
4511	War Memorial Project expenditure	0.00	150.00	4,135.80	5,656.00	48.00		2,000.00	2,048.00	11,989.80
4551	NS Library Misc costs	0.31	0.31	0.00	0.00				0.00	0.31
Village Maintenance										

Nether Stowey Parish Council

Code	Account	Balance 2011/12	First quarter	Second quarter	Third quarter	Jan 2013	Feb 2013	Mar 2013	Fourth quarter	Total spent to date
4601	A39 Verge	140.00	42.00	56.00	28.00			14.00	14.00	140.00
4602	CCTV	0.00	0.00	0.00	0.00				0.00	0.00
4603	Clock Tower Maintenance & Electricity	898.27	50.58	329.10	255.05	23.95	48.92	198.67	271.54	906.27
4604	General Maintenance	261.10	0.00	0.00	260.00		1.10		1.10	261.10
4605	Old Gaol	0.00	0.00	0.00	0.00				0.00	0.00
4606	Palmers Path	308.00	42.00	126.00	28.00	0.00	42.00	70.00	112.00	308.00
4607	Public Seating	80.00	80.00	0.00	0.00				0.00	80.00
4608	South Lane Footpath	70.00	35.00	35.00	0.00	0.00			0.00	70.00
4609	Dog Bins	374.13	69.68	304.45	0.00				0.00	374.13
4610	A39 Wood	0.00	0.00	0.00	0.00				0.00	0.00
4611	Millennium Wood	150.00	0.00	0.00	0.00				0.00	0.00
4612	Plot 173	560.00	0.00	0.00	112.00	84.00	280.00	84.00	448.00	560.00
Castle Street Toilets										
4701	Castle Street Toilets Cleaning	2,029.00	364.00	555.00	555.00	185.00	185.00	185.00	555.00	2,029.00
4702	Castle Street Toilets Power	556.59	149.51	150.05	97.41		159.62		159.62	556.59
4703	Castle Street Toilets Rates	0.00	0.00	0.00	0.00				0.00	0.00
4704	Castle Street Toilets Repairs & Mtce	15.00	0.00	0.00	15.00				0.00	15.00
4705	Castle Street Toilets Sewerage	276.57	115.11	0.00	161.46				0.00	276.57
4706	Castle Street Toilets Water	298.70	120.77	0.00	177.93				0.00	298.70
Grants										
4801	Miscellaneous Grants	300.00	300.00	0.00	0.00				0.00	300.00
4802	Diamond Jubilee	600.00	450.00	0.00	150.00				0.00	600.00
4803	Playing Field	1,500.00	0.00	0.00	0.00	1,500.00			1,500.00	1,500.00
4804	Transport	500.00	0.00	0.00	0.00				0.00	0.00
4805	Village Hall Maint Grant	900.00	0.00	0.00	900.00				0.00	900.00
VAT Account										
515	VAT Paid		247.01	1,044.59	1,050.63	1.20	38.52	43.03	82.75	2,424.98
Total Expenditure A/cs For Year		52,440.00	11,864.33	14,712.68	18,578.96	3,729.72	3,704.40	5,322.40	12,756.52	57,912.49