

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 10 JUNE 2013 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Malcolm Hogg (Chairman)
 Robert Booth
 Martin Carpenter
 Margaret Hogg
 Shaun O’Byrne
 Teresa Youé

In Attendance: Parish Clerk Caro Slaymaker
 District Councillor Julie Pay
 District Councillor Michael Caswell
 Mr Mike Henry, representing the War Memorial Project Group
 Three members of the public

4279 Apologies

Apologies were received from Cllr Peter Greig (family illness) and Cllr Pat Pardoe (working). The absences were **approved**.

4280 Declarations of Interest

There were no declarations of interest.

4281 District and County Council Liaison

Cllr Pay reported that she had been appointed as Deputy Chairman of the Audit and Governance Committee. Cllr Caswell reported that he had been appointed to the Executive with responsibility for Development Strategy. Cllr Caswell was engaged in consultation about Intermediate Level Waste (ILW) and Fuel Element Debris (FED) disposal. The possibility of storing waste at Hinkley Point A from other sites was under consideration. At present planning approval covers only the storage of Hinkley’s own waste at Hinkley. Cllr Caswell advised that the Parish Council could submit comments to the Nuclear Decommissioning Agency via the agency’s website.

4282 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 13 May 2013 were **approved** as a true record and signed by the Chairman.

4283 Income and Expenditure Budget Report

The Clerk presented the income and expenditure report to 10 June 2013, a copy of which is appended to these minutes. The report was **accepted**.

4284 Expenditure

Expenditure incurred since the Parish Council meeting of 13 May 2013

Date	Payee Name	Cheque	Amount	Transaction Details
14 May	Zurich Municipal	103203	986.35	Parish Council Insurance
14 May	Gary Bickers	103204	509.00	Castle St Toilets; Cemetery; Palmer’s Path; A39 Verge
15 May	NS Royal British Legion	103205	150.00	Grant – “90 th Birthday” Celebration
15 May	Clarke Wilmott LLP	103206	951.00	Legal fees – St Mary St
15 May	Talk Talk	DD	13.47	Telephone bill April/May 2013

Date	Payee Name	Cheque	Amount	Transaction Details
21 May	Wessex Water	103207	322.94	Castle St toilets: water/sewerage
22 May	May Salaries	103208 – 103211	1,749.68	Salaries and PAYE/NI/Pension contributions
22 May	Quantock Computers	103212	40.00	Computer repair
29 May	Susan Sherry	103213	250.00	Internal Audit fee
7 June	Talk Talk	DD	15.85	Telephone bill May/June 2013
		TOTAL	£4,988.29	

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

It was **agreed** to transfer £40,000 from the Current Account to the Deposit Account

4285 Annual Accounts 2012/13

Cllr Booth, as Chairman of the Finance and Audit Committee, confirmed that the accounts had been completed. A copy of the Annual Accounts Report and the Annual Return had been circulated. The Accounts were now available for public scrutiny until 28 June. An internal audit had been carried out by Mrs Susan Sherry: she had raised no concerns and her report had also been circulated. Cllr Booth had queried the significant change to the assets value report given on the Annual Return. He was satisfied with the Clerk's explanation that she was required to report the original purchase price of assets rather than the Insurance value previously reported. This had no affect on the value for which the assets were actually insured.

Cllr Booth proposed that the Accounts and Annual Governance for 2012/13 be accepted and the Annual Return be approved. The proposal was seconded by Cllr O'Byrne and **agreed** by all present. The relevant section of the Annual Return was signed by the Chairman.

4286 War Memorial

On behalf of the Stowey War Memorial Project Group Mr Mike Henry wished to thank the Stowey Parish Councils, the donors and committee for their support for the project in particular Mr Ian McDonald. The project was now complete and a copy of the formal report had been passed to the Clerk for retention at the Parish Office. A copy had also been sent to Viridor as a major sponsor. The text of the report had been distributed to Councillors and is appended to these minutes.

The Group had fulfilled their obligation to provide a maintenance fund to the Parish Council, and the remaining balance of the donations would be used for a Memorial Book recording details of those who had died in the wars, and a "Memories Book" – a kind of scrapbook, recording the villages' memories of the war, photographs and other materials. He hoped therefore the Parish Council would formally now accept the War Memorial.

The Chairman thanked Mr Henry and his colleagues on the Project Group and proposed a vote of thanks to them for their excellent work executed in a such a short time. On behalf of the Parish Council he was delighted to accept formally the War Memorial with their grateful thanks.

4287 Millennium Wood

The Clerk reported that under the terms of the Licence the licensees were required to indemnify the County Council against claims. This had never been done, although volunteers were covered. It was **agreed** that the Clerk should arrange to add the Wood to the existing insurance.

4288 Highways

Lime Street/Mill Lane: As background, the Clerk explained that over the last year the Chairman and Clerk had had a number of meetings with County Cllr Edney and County Highways officers, to address the issue of road safety for pedestrians from the A39 junction to Mill Lane and the school. It had been suggested that the Parish Council bid for a project in 2013/14 under the Small

Improvements Scheme for Highways which Cllr Edney had agreed to support. The County Council had now confirmed that applications for schemes would be submitted in September, so it would be necessary to put a project together ready. It was **agreed** that Cllr O'Byrne would chair a Working Group to prepare the proposal working with Cllr Booth. Mrs Sarah Caddick agreed to join the Group to represent the views of local parents who regularly used the route, and the PCSO and school would be approached also.

St Mary Street: The Clerk reported that the CCTV survey of the culvert had been postponed again. She confirmed that the Parish Council would receive a copy of the report and video once the survey had been done. In the meantime County Highways had sent a technical reply to the Parish Council's letter about their riparian responsibility which contradicted the Environment Agency's advice. It was unclear whether the property owner had contacted her insurance company and Cllr Greig, as Chairman of the Parish Council, with the Clerk would call on her again. Cllr Caswell suggested that the District Council may be able to help.

Lime Street Parking: Cllr Youé asked if a letter could be sent asking those who parked in Lime Street to all park on the same road. Increasingly cars were left opposite another. This made it difficult for other vehicles to pass each other and would impede emergency vehicles. The Clerk would draft a letter and Cllr Youé would arrange to distribute them.

Cllr Caswell and Cllr Pay left the meeting

Women's Institute Bench: The County Council had sent the agreement relating to **agreed** The Clerk reported that new National Trust signs had been out by the County Council at the A39/St Mary Street and The Cross.

The Chairman asked that the Clerk report that the Butcher's Lane name sign had been broken.

4289 Reports

Active Living: Cllr Margaret Hogg reported that the County Council were recruiting a new "supporter" who would provide the local group with day-to-day support.

Playing Field : construction on the MUGA would start the following day.

Office equipment: the Clerk reported on the printer costs and current maintenance contract which would expire in January 2015. It was **agreed** to review the situation and consider options before the contract expired. The networked hard drive had failed and could not be repaired: a new one was on order. The e-mail service was working again.

4290 Correspondence

Correspondence received and not previously circulated included:

- Letter from Mrs McWilliam on behalf of the Royal British Legion thanking the Parish Council for the grant for the RBL's 90th Birthday celebration. The event had been a great success.
- Letter from Clarke Wilmott (Solicitors) about the transfer of the car park and public lavatories. This corrected the rights of access previously shown.

4291 Forthcoming meetings and events

Tues 18 June 7.30pm	Chairman's training	Edgar Hall, Somerton	PG, MH
Mon 1 July	Deadline for submission of Accounts to External Auditor		

4292 Date of Next meeting

The next meeting would be held on Monday 8 July at 7pm at the Village Hall.

The meeting closed at 8.25 pm

Nether Stowey Parish Council

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	April 2013	May 2013	June 2013	First quarter	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Total
Reserves Total		- 42,670.34	42,670.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Income												
1002	Allotment Rental	0.00	0.00				0.00	0.00	0.00	0.00	0.00	see payments
1006	Cemetery Income	0.00	- 2,200.00	- 56.00	- 30.00	-594.00	- 680.00	0.00	0.00	0.00	- 680.00	30.91%
1007	Christmas tree + lights - donations	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
1012	Printing & Copying receipts	0.00	- 350.00	- 47.85	- 4.83		-52.68	0.00	0.00	0.00	-52.68	15.05%
1013	May Fair 2013 Income	0.00	0.00	-232.00	-229.60		- 461.60	0.00	0.00	0.00	- 461.60	**
1016	Village Trail Booklet Income	0.00	0.00		- 10.00		-10.00	0.00	0.00	0.00	-10.00	see payments
1017	War Memorial Project	0.00	0.00				0.00	0.00	0.00	0.00	0.00	see payments
1018	Quantock Cluster income	0.00	- 390.00		- 30.00		-30.00	0.00	0.00	0.00	-30.00	see payments
115	VAT Refunds	0.00	0.00		-1,133.38		- 1,133.38	0.00	0.00	0.00	- 1,133.38	see payments
	Subtotal Income For Year	0.00	- 2,940.00	-335.85	-1,437.81	-594.00	- 2,367.66	0.00	0.00	0.00	-2,367.66	**
1011	Precept	0.00	- 49,705.00	- 24,852.50			- 24,852.50	0.00	0.00	0.00	- 24,852.50	
	Subtotal Income For Year	0.00	- 52,645.00	- 25,188.35	-1,437.81	-594.00	- 27,220.16	0.00	0.00	0.00	- 27,220.16	
Expenditure												
Parish Office												
4101	Office Equipment	0.00	900.00		40.00		40.00	0.00	0.00	0.00	40.00	4.44%
4102	Parish Council Office Rent	0.00	2,500.00		500.00		500.00	0.00	0.00	0.00	500.00	20.00%
4103	Postage	0.00	200.00				0.00	0.00	0.00	0.00	0.00	0.00%
4104	Stationery, printing	0.00	700.00	354.18			354.18	0.00	0.00	0.00	354.18	50.60%
4105	Telephone & Internet	0.00	580.00	103.06	24.43		127.49	0.00	0.00	0.00	127.49	21.98%
4109	Office Move	0.00	2,000.00				0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL Parish Office	0.00	6,880.00	457.24	564.43	0.00	1,021.67	0.00	0.00	0.00	1,021.67	14.85%
Staff Costs												
4201	Terminal Gratuity	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4202	Recruitment	0.00	250.00				0.00	0.00	0.00	0.00	0.00	0.00%
4203	Salaries	0.00	21,100.00	1,743.15	1,722.57		3,465.72	0.00	0.00	0.00	3,465.72	16.43%

Staff Costs (continued)

4204	Staff travel and subsistence costs	0.00	250.00				0.00	0.00	0.00	0.00	0.00	0.00%
4205	Staff Training	0.00	550.00				0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL Staff Costs	0.00	22,150.00	1,743.15	1,722.57	0.00	3,465.72	0.00	0.00	0.00	3,465.72	15.65%

Administration & Finance

4301	Audit Fees	0.00	750.00				0.00	0.00	0.00	0.00	0.00	0.00%
4303	Chairman's Honorarium	0.00	200.00				0.00	0.00	0.00	0.00	0.00	0.00%
4305	Councillors' Training	0.00	250.00				0.00	0.00	0.00	0.00	0.00	0.00%
4306	Elections + Reserve	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4307	Insurance	0.00	990.00		986.35		986.35	0.00	0.00	0.00	986.35	99.63%
4308	Statutory Fees	0.00	40.00				0.00	0.00	0.00	0.00	0.00	0.00%
4309	Subscriptions	0.00	520.00				0.00	0.00	0.00	0.00	0.00	0.00%
4310	Venue Hire	0.00	450.00		20.00		20.00	0.00	0.00	0.00	20.00	4.44%
4311	Wayleaves	0.00	75.00				0.00	0.00	0.00	0.00	0.00	0.00%
4312	Quantock Cluster expenditure	0.00	390.00	29.25	27.11		56.36	0.00	0.00	0.00	56.36	14.45%
4313	Legal Fees	0.00	0.00	0.00	801.00		801.00	0.00	0.00	0.00	801.00	**
	TOTAL Administration & Finance	0.00	3,665.00	29.25	1,033.46	0.00	1,062.71	0.00	0.00	0.00	1,863.71	

Cemetery

4401	Cemetery Equipment	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4402	Cemetery Rates	0.00	145.00	66.98	67.00		133.98	0.00	0.00	0.00	133.98	92.40%
4403	Maintenance	0.00	2,500.00	252.00	261.00		513.00	0.00	0.00	0.00	513.00	20.52%
4404	Pest Control	0.00	50.00				0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL Cemetery	0.00	2,695.00	318.98	328.00	0.00	646.98	0.00	0.00	0.00	646.98	

Community Services

4501	Active Living	0.00	100.00				0.00	0.00	0.00	0.00	0.00	0.00%
4502	Allotment	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4503	CANS	0.00	0.00	16.00			16.00	0.00	0.00	0.00	16.00	**
4504	Christmas Tree & Lights	0.00	65.00				0.00	0.00	0.00	0.00	0.00	0.00%
4505	May Fair 2014 expenditure	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4513	May Fair 2013 expenditure	0.00	0.00		677.90		677.90	0.00	0.00	0.00	677.90	**
4506	Oral History	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4507	Parish Council Newsletter	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4508	Parish Plan	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**

Nether Stowey Parish Council

Community Services (continued)												
4509	Youth Services	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4510	Nether Stowey Village Trail Booklet	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4511	War Memorial Project expenditure	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4551	NS Library Misc costs	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
TOTAL Community Services		0.00	165.00	16.00	677.90	0.00	693.90	0.00	0.00	0.00	693.90	
Village Maintenance												
4601	A39 Verge	0.00	220.00		29.00		29.00	0.00	0.00	0.00	29.00	13.18%
4602	CCTV	0.00	110.00				0.00	0.00	0.00	0.00	0.00	0.00%
4603	Clock Tower Maint& Electricity	0.00	450.00	8.00	55.14		63.14	0.00	0.00	0.00	63.14	14.03%
4604	General Maintenance	0.00	500.00				0.00	0.00	0.00	0.00	0.00	0.00%
4605	Old Gaol	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4606	Palmers Path	0.00	320.00	56.00	29.00		85.00	0.00	0.00	0.00	85.00	26.56%
4607	Public Seating	0.00	200.00				0.00	0.00	0.00	0.00	0.00	0.00%
4608	South Lane Footpath	0.00	120.00				0.00	0.00	0.00	0.00	0.00	0.00%
4609	Dog Bins	0.00	580.00	209.04			209.04	0.00	0.00	0.00	209.04	36.04%
4610	A39 Wood	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4611	Millennium Wood	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4612	Plot 173	0.00	1,000.00				0.00	0.00	0.00	0.00	0.00	0.00%
4613	Mill Lane/Lime Street safety	0.00	2,000.00				0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL Village Maintenance		0.00	5,500.00	273.04	113.14	0.00	386.18	0.00	0.00	0.00	386.18	
Castle Street Toilets												
4701	Castle Street Toilets Cleaning	0.00	2,300.00	185.00	190.00		375.00	0.00	0.00	0.00	375.00	16.30%
4702	Castle Street Toilets Power	0.00	600.00	140.25			140.25	0.00	0.00	0.00	140.25	23.38%
4703	Castle Street Toilets Rates	0.00	950.00				0.00	0.00	0.00	0.00	0.00	0.00%
4704	Castle Street Toilets Repairs & Mtce	0.00	450.00				0.00	0.00	0.00	0.00	0.00	0.00%
4705	Castle Street Toilets Sewerage	0.00	320.00		322.94		322.94	0.00	0.00	0.00	322.94	100.92%
4706	Castle Street Toilets Water	0.00	320.00				0.00	0.00	0.00	0.00	0.00	0.00%
4708	Car Park trees/hedges maint	0.00	750.00				0.00	0.00	0.00	0.00	0.00	
4709	Castle St Car Park	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
TOTAL Castle Street Toilets		0.00	5,690.00	325.25	512.94	0.00	838.19	0.00	0.00	0.00	838.19	

Nether Stowey Parish Council

Grants												
4801	Miscellaneous Grants	0.00	500.00		150.00		150.00	0.00	0.00	0.00	150.00	30.00%
4803	Playing Field	0.00	2,000.00				0.00	0.00	0.00	0.00	0.00	0.00%
4804	Transport	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
4805	Village Hall Maint Grant	0.00	900.00				0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL Grants	0.00	3,400.00	0.00	150.00	0.00	150.00	0.00	0.00	0.00	150.00	
Transfers to Reserves												
4851	Service Devolution Reserve	0.00	2,500.00				0.00	0.00	0.00	0.00	0.00	0.00%
4852	General Reserve**	0.00	0.00				0.00	0.00	0.00	0.00	0.00	**
VAT Account												
515	VAT Paid	0.00	0.00	140.59	158.94		299.53	0.00	0.00	0.00	299.53	
Total Expenditure A/cs For Year		0.00	52,645.00	3,303.50	6,062.38	0.00	9,365.88	0.00	0.00	0.00	9,365.88	
Income			- 52,645.00	25,188.35	1,437.81	594.00	27,220.16	0.00	0.00	0.00	27,220.16	
Balance expenditure-income			0.00	21,884.85	-4,624.57	594.00	17,854.28	0.00	0.00	0.00	17,854.28	

Stowey War Memorial Project Group

As submitted to Nether Parish Council Meeting
10th June 2013

Final Report to Nether Stowey Parish Council & Viridor Credits
[Copied to CANS & Over Stowey Parish Council]

Introduction

The idea of the war memorial was promoted by a group of people residents in the villages of Nether Stowey and Over Stowey.

At a time when the general conflict in various parts of the world and especially Afghanistan was prominent in peoples minds there was no memorial as such in either village.

Although there is electoral division between the two villages the two are very much of similar social structure, albeit Nether Stowey is the larger of the two when it comes to the availability of services and facilities for the communities.

Community views are expressed by the residents group called CANS and there is a close working relationship between it and the Parish Council. The main vehicle for the expression of local community views, including views from within the neighbouring Parish Council of Over Stowey, is a monthly magazine called the Quantock Messenger. [Appendix A - editorial sheet from Quantock Messenger dated June 2013].

A Project Group was formally established at a public meeting held in the village on 12th April 2011 and Mike Henry was appointed Chairman. He assembled a group representing residential, business, environmental etc., interests. [see Appendix B]. Tom Richards died suddenly – this was a sad loss to the Project Group, condolences was sent to his family.

Local resident Richard Beer joined the group and participated to the full.

At a meeting of the Group on 31st October 2011, I made an interim report on behalf of the Group that outlined the procedures needed for planning and other approvals. [Appendix C]. That report outlined the aims and objectives of the Group including a target date for the dedication of the Memorial.

The main objectives were :-

- A The Erection of a War Memorial to provide a place of public assembly.
- B The Memorial to be financed by public subscription with no funding from the public purse.
- C The Memorial to be constructed of Portland Stone to a design submitted and approved by the residents of the Stowey villages.
- D The target date for dedication was a date towards the end of October 2012 and all arrangements, including practice to be fulfilled and ready for the by Sunday 11th November 2012 [Remembrance Day – Poppy Day].
- E The following tasks to raise money.
 - 1) Identify potential grant aid and advice from other sources.
 - 2) Seek finance by way of grant from local Parish Councils, other grant aid organisations, donations from public subscription and social events.

The project overall comprised several components viz.

- a) Authorities
- b) Responsibilities
- c) Community involvement –
Fund raising –Target estimate £20k.

- 3) Seek design from craftsmen, artists, school children etc., in the form of a competition, albeit limited funding was available at that time.
- 6) Public approval to be sought from the designs/sketches that were to be submitted.
- 7) The design selected was a simple obelisk to be carved from stone engraved with information agreed by local residents to be located at The Cross.
- 8) A "mini competition" amongst local school children brought forward ideas and book token prizes were given.
- 9) It was recognised that the project overall was very much of public interest and it was resolved by the Group that consultations would be carried out as widely as possible and generally in conformity with the procedures adopted by the local planning authority in its publication "Statement of Community Involvement Adopted Version – April 2007". Funding would be on the back of the consultation process [see appendix D].
- 10) The overall project completion was identified as being 11th November 2012 [Armistice Day]. Dedication date absolute deadline for completion for the Memorial was 27th October 2012.
- 11) The dedication would need to address protocol etc., - all matters that needed to be brought into play. Various responsibilities were allocated with the objective dates of paramount importance.
- 13) In addition a "time capsule" with items of documents, photos etc., of the Stowey villages and brief history – this to be placed within or about the Memorial subject to engineering advice.

Finances 1

It had been made absolutely clear at meetings within the Parish that the financing should not have any draw on the Parish "precept". However the then Parish Clerk [Ainslie Ensor] conceded at a Parish Council Meeting that ultimately it would be necessary for the Nether Stowey Parish Council to take on the responsibilities of insurance, maintenance etc., in the longer term. This to be funded by a contingency sum.

The likely costs were identified as :-

- a) The sourcing, sculpting and lettering of the Portland stone from a local stone mason [to a design agreed after local competition £7,000 + VAT.

Planning application, approvals under Highways Act 1980 [115E Section 171]. The Parish Council confirmed acceptance of the services of Ian McDonald MRTPI – Chartered Town Planner [retired] free of charge and instructed him to seek all of the necessary statutory authorities, to include The Somerset County Council, Lawrence Hacking- SCC Highways – works to highways. It soon became apparent from preliminary indications on the area concerned at The Cross that there was a number of public utilities as well as culverted water courses within the general area and specifically at the point selected location directed by the Parish Council for the siting of the Monument. Specialist knowledge and information was required, including foundation design by a Civil/Structural Engineer and the project was very fortunate to be able to draw on the services of Chris Rees [Consultant Engineer] who explored from records and consultees the presence of services and these together with the resultant design were agreed with Lawrence Hacking of SCC. This professional input allowed for a formal approval of the necessary works and the supervision of the excavation and construction of a reinforced concrete slab to bear the weight of the Memorial. The funding of this survey and design work was provided without charge to the Parish Council or the Project and the Group expressed its gratitude and sincere thanks for this work that could have destroyed the Project midstream. The County Council Staff were most helpful both at County Hall, and at local level.

Finances 2

The Project Group was faced with the mammoth task of establishing appropriate funding to secure the Memorial and its dedication by the deadline dates. A number of events was proposed:- The Silent Movie – venue Over Stowey Parish Hall – a very successful evening which raised £450. A “Jubilee Dance” held at the Nether Stowey Church Centre which raised £1,169, The May Fair and The British Legion. Coffee mornings and the like were extremely beneficial to the interest of the communities and provided much interest and support for the Project and detailed aspects of it.

A subscription/donation appeal was lodged and the generosity of residents, organisations, The Duke of Cornwall’s Benevolent Fund and the Fairfield Trust – Lady Gass were acknowledged by the Project Group. Since the Project is established under the provisions of Local Authority finances, the data is protected under the Data Protection Act and individual donations can only be referred to with the Authority of the donor subscriber. At an early stage it became necessary to establish a cash flow sufficient to fund certain acquisitions [such a large chunk of Portland stone] and a schedule of 12 Guarantors was set up and these provided interest free funding *pro tempus*.

Finances 3 – Viridor Application

Viridor Credits Environmental Company is an organisation which is known as a landfill operator which is enabled to donate a percentage of its landfill tax liability to what are known as distributed environmental bodies [DEBS] in return for it being allowed to deduct a 90% tax credit from the payment that it makes to Her Majesty’s Revenue and Customs [HMRC]. The landfill operator is allowed to retain the other 10% from contributing 3rd parties and DEBS are able to spend this donation on eligible projects. Essentially the aim of the scheme is to give something back to the community where landfill activity is carried out. The application to Viridor is quite complicated and in our case relate to the purchase and sculpting of the Portland stone and ground works.

The selection and purchase of the Portland stone [estimate £3,000 including VAT] sculpting and the erection of the Memorial £6,000 including VAT, Ground work construction £1,800 including VAT.

Application for funding by Viridor was successful and an award of £7,300 was made and a contribution of £744.89 issued as the contributing 3rd party being the Entrust levy as required by the relevant regulations.

Written estimates had been obtained from Tom Clark sculptor [2 items] and D Clapp [Building Contractor] these were accepted by the Project Group on behalf of the Nether Stowey Parish Council and were forwarded to Viridor Credits for submission to Entrust.

The offer of an award was made by letter dated 25th June 2012 from Viridor Credits reference no. 5037 and the project was registered with Entrust on 23rd July 2012 under reference no. 331293.1039.

A standard undertaking, as required by Viridor and Entrust and the acceptance of the award was made by the Project Group. All requirements of planning and Somerset County Highways as land owner had been resolved and work was approved for commencement on Tuesday 28th August 2012 and by telephone communication with Viridor admin team on 29th July 2012.

Tom Clark [stone carver] was authorised on behalf of the Project Group/Nether Stowey Parish Council to purchase the Portland stone. He presented an invoice to the Project Group/Nether Stowey Parish Council dated 8th August 2012 in the sum of £3,000 including VAT which had been accepted and forwarded to Viridor Credits for reimbursement.

Note all financial transactions for the Memorial and associated work are in accordance with the relevant parts of the Viridor Credits funding agreement and the rules of the local authority Nether Stowey Parish Council.

The content of this report meets the requirements of an Agreement signed by Lisa Nelson on behalf of Viridor Credits Environmental Company dated 19th July 2012 and by the Project

Chairman, Mike Henry on 18th July 2012. The conditions of funding are as contained under Section 3 of the Agreement and confirmation of general compliance with the appropriate subsections is now confirmed.

It was confirmed that the Project was commenced on 29th August 2012 and the funding for the Memorial completed and Dedication was 27th October 2012. After the Dedication Day the first general public use was Remembrance Sunday 11th November 2012.

Dedication

The Dedication Ceremony was conducted by The Archdeacon of Taunton, The Venerable John Reed and unveiling of the Stowey Memorial was performed by The Lord Lieutenant of Somerset, Lady Gass.

The Dedication was well attended and albeit there was a chill in the weather the sun shone and the sky was exceptionally blue on the day. There was a colourful display of the British Legion Standards, a Corps of Drums and Bugles from Somerset Army Cadet Force. Extract from Dedication Service programme. [see Appendix E].

The Dedication Ceremony was followed by a formal reception and light buffet lunch in the local Church Centre.

For the purposes of the application for funding under the provision of the Landfill Communities Fund the agreed works have been satisfactorily carried out with invoices for payment issued to the Nether Stowey Parish Council and payment made accordingly.

Publicity

The work of Viridor was recognised by the Project Group and the requirements of Entrust have been referred to and wide coverage was obtained through the Western Daily Press.

Conclusion

This final report fulfils the requirements of the Nether Stowey Parish Council and Viridor/Entrust. The main objective was the construction and siting of the sculptured Memorial and this was achieved with all approvals necessary for the 2 functions namely the Dedication and Reception on 27th October 2012 and the Remembrance Sunday Service on 11th November 2012.

It is confirmed that the project is of great value environmentally and socially and could not have been achieved without the funding from the landfills communities fund as administered by Viridor.

Financial statements have been finalised apart from a proposal to use a small amount of any surplus for a Memorial and Memories books as well as a descriptive plaque.

The Project Group on behalf of the Nether Stowey and Over Stowey Parish Councils extends sincerely thanks to all of those who donated their time, effort and money that has made this project possible. Other suggestions regarding environmental improvements, possibly at The Cross area at the centre of the Nether Stowey Conservation area, a matter that will no doubt be raised at a later date.

©Ian McDonald MRTPI – Chartered Town Planner [retired]

24th May 2013

NB Appendices A-E not included in the text-only version of the document

APPENDIX F

STOWEY WAR MEMORIAL PROJECT GROUP

Statement of Compliance with Objectives

The provision of a War Memorial to provide a place of public assembly and tranquillity to honour those of who have saved our Country and the consequent improvement of the environment of the conservation area.

“As required by Entrust regulations it is hereby stated that the Portland Stone Memorial was purchased and erected with funding from Viridor Credits Environmental Company” in accordance with our application and the objectives stated therein. The Memorial has already provided 2 important formal venues for public gatherings, namely the Dedication Ceremony on 27th October 2012 and Remembrance Sunday 11th November 2012 as well as a Christmas Carol Service.

Signed Ian McDonald

Dated 4th January 2013

On behalf of The Nether Stowey War Memorial Project Group