

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

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

In Attendance: Parish Clerk Caro Slaymaker
District Councillor Julie Pay
District Councillor Michael Caswell
Three members of the public

Public Session

There were no matters raised.

4293 Apologies

There were no apologies.

4294 Declarations of Interest

There were no declarations of interest.

4295 District and County Council Liaison

Cllr Caswell reported that he had been much occupied with his new Development Strategy portfolio. He had nothing to report otherwise. The Chairman asked if there were further developments with EDF following the Government's loan guarantee announcement. Cllr Caswell said there was not.

Cllr Pay reported that a Flooding Working Group had been set up to look at ways to prevent and alleviate flooding. Although it had been ruled out in the past, the dredging of the River Parrett was under consideration. The Chairman said that at the Sedgemoor Partnership meeting earlier, flooding had been an issue that the three Parish Cluster representatives had expressed concern about.

A member of the public asked Cllr Caswell how his new role affected his position planning applications. Cllr Caswell confirmed that he could now listen to debates about planning applications, but could not comment on them.

4296 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 10 June 2013 were **approved** as a true record and signed by the Chairman.

4297 Income and Expenditure Budget Report

The Clerk presented the income and expenditure report to 5 July 2013, a copy of which is appended to these minutes. The report was **accepted**. Cllr Booth asked for an explanation of the "Buffalo Drive" item. The Clerk explained that this was the external hard drive on the office PC network which had recently suffered a total breakdown and had had to be replaced. It appeared on the budget report under "Office Machinery" at a cost of £74.38.

4298 Expenditure

Expenditure incurred since the Parish Council meeting of 13 May 2013

Date	Payee Name	Cheque	Amount	Transaction Details
13 June	EDF Energy	DDR	8.00	S/O Clock Tower metered
13 June	Clerk expenses	103214	156.60	QC mileage, PC mileage, Buffalo Link Station Drive; e-mail hosting renewal.
13 June	NS Village Hall	103215	40.00	Hire of club room 13 & 20 May
20 June	Staff Salaries	103216 – 103219	1,749.68	June Salaries 2013
20 June	SALC	103220	10.00	Peter Lacey memorial donation.
1 July	Peter Greig	103221	200.00	Chairman's Honorarium 2013-2014
TOTAL			£2,164.28	

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

Cllr O'Byrne asked what insurance cover was held. The Clerk explained that there was Employer's Liability, Public Liability, buildings and contents cover, Fidelity Guarantee, Libel and Slander etc. This included cover for volunteers and the Millennium Wood (as discussed at last month's meeting).

The Chairman mentioned that District Cllr Swayne had recently visited the Millennium Wood. He had been very impressed with the work that had been done but was concerned that they were not refunded for fuel and consumables. It was **agreed** that the costs should be met. The Clerk would contact Mr Osborne.

4299 Parish Councillor Vacancy

- a) In accordance with the Local Government Act 1972, Section 85, the Clerk advised that Councillor Rita Corbett, owing to her prolonged illness, had been unable to attend any meeting of the Council or any of its Committees for a period of six months and consequently had ceased to be a member of the Parish Council. It was **agreed** to declare the vacancy and the Clerk was instructed to notify the District Council. It was further **agreed** that the Clerk should arrange for flowers to Councillor Corbett in recognition of her many years of service on the Parish Council.
- b) It was **agreed** to formally request an additional Councillor. The Clerk would contact the Monitoring Officer to take this forward.

4300 Nether Stowey United Charity

The Clerk reported that Nether Stowey United Charity had seven Trustees, three of whom were nominated by the Parish Council. Parish Council nominees serve for 4 years. The term of office of two of the Parish Council nominated Trustees (Mr Mervyn Ham and Mr Martin Trout) ended in November 2013. Both had indicated that they were willing to continue to serve as Trustees and their reappointment had been recommended by a meeting of the Trustees.

It was **agreed** that Mr Mervyn Ham and Mr Martin Trout be appointed as Trustees of Nether Stowey United Charity for a period of four years from 1st December 2013.

4301 Highways

St Mary Street: the Clerk had agreed to assist the property owner with the insurance claim. In the regard, she had contacted the insurance company who required a letter signed by the property

owner, authorising them to deal directly with the Clerk. This had been done and the Clerk would now pursue the matter.

The Clerk had met with Mr Grabham, County Highways, on 21 June to agree the location of the test Speed Indicator Devices. The first had been installed on Stogursey Lane on 1 July for two weeks. A second one would be installed at St Mary Street/Banneson Road junction in October. There was no suitable location in Mill Lane for a temporary SID, but Mr Grabham had made some useful points about other signage there.

The broken signs that had been reported last month had all been repaired.

4301 Reports

Clerk's report:

It was agreed that the Clerk contact Quantock Computers to review the details of the proposed new computer. The Clerk felt that it was not necessary to purchase a machine of a higher specification and thus more expensive as the demands on the computer were not great and the proposed model would be adequate to the task. It was **agreed** to consult further by e-mail during the summer break.

It would be necessary to purchase new Office software. There were two options a) a single-user on-off package at a cost of £330 or a five-user online packed for (currently) £80 per annum.

Road Safety Working Group

Cllr O'Byrne reported that he had had meetings with the Clerk, with the Mr Grabham (see above) and with Mr Adams, Head Teacher at Nether Stowey school. It was thought that on average there were 70-80 "person-journeys" to or from school to the A39 traffic lights. He had also discussed with Cllr Edney how to take the project forward.

Playing Field

Cllr Carpenter reported that he there would be a public meeting on 10 July about the MUGA. It was important that as many people as possible attend – the team was enthusiastic, but this might wane without a show of support. Opening Day was planned for 7 September.

Active Living

Cllr Margaret Hogg reported that a delegation from Nether Stowey school had joined the group at the last meeting.

Village Hall

The Chairman of the Village Hall Committee was looking for suggestions for improvements to the Village Hall. There would be a "painting party" to paint the hall on the weekends of 27/28 July and 3/4 August. Volunteers who could help should bring a roller.

Hinkley Point SSG

Cllr Malcolm Hogg said there was nothing much to report. The consultation on Intermediate Level Waste had now closed – on behalf of the Parish he had put in a response objecting to waste from sites other than Hinkley point.

Cllr Caswell and Cllr Pay left the meeting

4302 Correspondence

Correspondence received and not previously circulated included:

- Letter from Pardoes about the Lucy Hobbs Cemetery Trust. The Clerk had replied seeking further information and would brief Councillors when she had received this.

4303 Forthcoming meetings and events

Tues 30 July	4-7pm	A39 accident route diversion plan exhibition	Stockland Bristol Club	Public
Tues 30 July	7pm	Quantock Cluster meeting	Stockland Bristol Club	PG, CS, others welcome

4304 Date of Next meeting

The next meeting would be held on Monday 9 September at 7pm at the Village Hall.

The meeting closed at 8.45 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	July 2013	Second 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	
Income											
1002	Allotment Rental	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	-680.00	30.91%
1008	May Fair 2014 Income	0.00	0.00			-7.00	-7.00		0.00	-7.00	**
1012	Printing & Copying receipts	0.00	-350.00	-47.85	-4.83	-60.82	-113.50		0.00	-113.50	32.43%
1013	May Fair 2013 Income	0.00	0.00	-240.00	-229.60		-469.60		0.00	-469.60	**
1016	Village Trail Booklet Income	0.00	0.00		-10.00		-10.00		0.00	-10.00	see payments
1017	War Memorial Project	0.00	0.00				0.00		0.00	0.00	see payments
1018	Quantock Cluster income	0.00	-390.00		-30.00	-60.00	-90.00		0.00	-90.00	see payments
115	VAT Refunds	0.00	0.00		-1,133.38		-1,133.38		0.00	-1,133.38	**
Subtotal Income For Year		0.00	-2,940.00	-343.85	-1,437.81	-721.82	-2,503.48	0.00	0.00	-2,503.48	
1011	Precept	0.00	-49,705.00	-			-24,852.50		0.00	-24,852.50	
Subtotal Income For Year		0.00	-52,645.00	24,852.50	-1,437.81	-721.82	-27,355.98	0.00	0.00	-27,355.98	
Expenditure											
Parish Office											
4101	Office Equipment	0.00	900.00		40.00	74.38	114.38		0.00	114.38	12.71%
4102	Parish Council Office Rent	0.00	2,500.00		500.00		500.00		0.00	500.00	20.00%
4103	Postage	0.00	200.00			-1.00	-1.00		0.00	-1.00	-0.50%
4104	Stationery, printing	0.00	700.00	354.18		0.20	354.38		0.00	354.38	50.63%
4105	Telephone & Internet	0.00	580.00	103.06	24.43	39.50	166.99		0.00	166.99	28.79%
4109	Office Move	0.00	2,000.00				0.00		0.00	0.00	0.00%
TOTAL Parish Office		0.00	6,880.00	457.24	564.43	113.08	1,134.75	0.00	0.00	1,134.75	16.49%
Staff Costs											
4201	Terminal Gratuity	0.00	0.00				0.00		0.00	0.00	**
4202	Recruitment	0.00	250.00				0.00		0.00	0.00	0.00%
4203	Salaries	0.00	21,100.00	1,743.15	1,722.57	1,722.57	5,188.29		0.00	5,188.29	24.59%

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	April 2013	May 2013	June 2013	First quarter	July 2013	Second quarter	Total spent to date	% Spent of Total
4204	Staff travel and subsistence costs	0.00	250.00			6.75	6.75		0.00	6.75	2.70%
4205	Staff Training	0.00	550.00				0.00		0.00	0.00	0.00%
	TOTAL Staff Costs	0.00	22,150.00	1,743.15	1,722.57	1,729.32	5,195.04	0.00	0.00	5,195.04	23.45%
Administration & Finance											
4301	Audit Fees	0.00	750.00			250.00	250.00		0.00	250.00	33.33%
4303	Chairman's Honorarium	0.00	200.00				0.00	200.00	200.00	200.00	100.00%
4305	Councillors' Training	0.00	250.00				0.00		0.00	0.00	0.00%
4306	Elections + Reserve	0.00	0.00				0.00		0.00	0.00	**
4307	Insurance	0.00	990.00		986.35		986.35		0.00	986.35	99.63%
4308	Statutory Fees	0.00	40.00				0.00		0.00	0.00	0.00%
4309	Subscriptions	0.00	520.00				0.00		0.00	0.00	0.00%
4310	Venue Hire	0.00	450.00		20.00	40.00	60.00		0.00	60.00	13.33%
4311	Wayleaves	0.00	75.00				0.00		0.00	0.00	0.00%
4312	Quantock Cluster expenditure	0.00	390.00	29.25	27.11	34.31	90.67		0.00	90.67	23.25%
4313	Legal Fees	0.00	0.00	0.00	801.00		801.00		0.00	801.00	**
	TOTAL Administration & Finance	0.00	3,665.00	29.25	1,834.46	324.31	2,188.02	200.00	200.00	2,388.02	
Cemetery											
4401	Cemetery Equipment	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	133.98	92.40%
4403	Maintenance	0.00	2,500.00	252.00	261.00		513.00		0.00	513.00	20.52%
4404	Pest Control	0.00	50.00				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	646.98	
Community Services											
4501	Active Living	0.00	100.00				0.00		0.00	0.00	0.00%
4502	Allotment	0.00	0.00				0.00		0.00	0.00	**
4503	CANS	0.00	0.00	16.00			16.00		0.00	16.00	**
4504	Christmas Tree & Lights	0.00	65.00				0.00		0.00	0.00	0.00%

Nether Stowey Parish Council

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	April 2013	May 2013	June 2013	First quarter	July 2013	Second quarter	Total spent to date	% Spent of Total
4505	May Fair 2014 expenditure	0.00	0.00				0.00		0.00	0.00	**
4513	May Fair 2013 expenditure	0.00	0.00		677.90	47.76	725.66		0.00	725.66	**
4506	Oral History	0.00	0.00				0.00		0.00	0.00	**
4507	Parish Council Newsletter	0.00	0.00				0.00		0.00	0.00	**
4508	Parish Plan	0.00	0.00				0.00		0.00	0.00	**
4509	Youth Services	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	**
4511	War Memorial Project expenditure	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	**
	TOTAL Community Services	0.00	165.00	16.00	677.90	47.76	741.66	0.00	0.00	741.66	
Village Maintenance											
4601	A39 Verge	0.00	220.00		29.00		29.00		0.00	29.00	13.18%
4602	CCTV	0.00	110.00				0.00		0.00	0.00	0.00%
4603	Clock Tower Maintenance & Electricity	0.00	450.00	8.00	55.14	8.00	71.14		0.00	71.14	15.81%
4604	General Maintenance	0.00	500.00				0.00		0.00	0.00	0.00%
4605	Old Gaol	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	85.00	26.56%
4607	Public Seating	0.00	200.00				0.00		0.00	0.00	0.00%
4608	South Lane Footpath	0.00	120.00				0.00		0.00	0.00	0.00%
4609	Dog Bins	0.00	580.00	209.04			209.04		0.00	209.04	36.04%
4610	A39 Wood	0.00	0.00				0.00		0.00	0.00	**
4611	Millennium Wood	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%
4613	Mill Lane/Lime Street safety	0.00	2,000.00				0.00		0.00	0.00	0.00%
	Flooding - legal advice	0.00	0.00				0.00		0.00	0.00	**
	TOTAL Village Maintenance	0.00	5,500.00	273.04	113.14	8.00	394.18	0.00	0.00	394.18	

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	April 2013	May 2013	June 2013	First quarter	July 2013	Second quarter	Total spent to date	% Spent of Total
Castle Street Toilets											
4701	Castle Street Toilets Cleaning	0.00	2,300.00	185.00	190.00		375.00		0.00	375.00	16.30%
4702	Castle Street Toilets Power	0.00	600.00	140.25			140.25		0.00	140.25	23.38%
4703	Castle Street Toilets Rates	0.00	950.00				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%
4705	Castle Street Toilets Sewerage	0.00	320.00		322.94		322.94		0.00	322.94	100.92%
4706	Castle Street Toilets Water	0.00	320.00				0.00		0.00	0.00	0.00%
4708	Car Park trees/hedges maint	0.00	750.00				0.00		0.00	0.00	
4709	Castle St Car Park	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	838.19	
Grants											
4801	Miscellaneous Grants	0.00	500.00		150.00	10.00	160.00		0.00	160.00	32.00%
4803	Playing Field	0.00	2,000.00				0.00		0.00	0.00	0.00%
4804	Transport	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%
	TOTAL Grants	0.00	3,400.00	0.00	150.00	10.00	160.00	0.00	0.00	160.00	
Transfers to Reserves											
4851	Service Devolution Reserve	0.00	2,500.00				0.00		0.00	0.00	0.00%
4852	General Reserve**	0.00	0.00				0.00		0.00	0.00	**
VAT Account											
515	VAT Paid	0.00	0.00	140.59	156.30	26.41	323.30		0.00	323.30	
Total Expenditure A/cs For Year		0.00	52,645.00	3,303.50	6,059.74	2,258.88	11,622.12	200.00	200.00	11,822.12	
Income			-52,645.00	25,196.35	1,437.81	721.82	27,355.98	0.00	0.00	27,355.98	
Balance expenditure-income			0.00	21,892.85	-4,621.93	-1,537.06	15,733.86	-200.00	-200.00	15,533.86	