

MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING
HELD ON MONDAY 9 SEPTEMBER 2013 AT 7.00pm
IN THE VILLAGE HALL

Present: Parish Councillors Peter Greig (Chairman)
Robert Booth
Malcolm Hogg
Margaret Hogg
Shaun O'Byrne
Pat Pardoe
Barbara Rich (*from Minute 4314*)
John Roberts (*from Minute 4314*)

In Attendance: Caro Slaymaker (Parish Clerk)
District Councillor Julie Pay
County Councillor John Edney (*from Minute 4313*)
John Gray representing Halsall Construction
Ten members of the public

Public Session

There were no matters raised.

4305 Apologies

There were no apologies. Cllr Caswell was attending another meeting.

4306 Declarations of Interest

Cllr Margaret Hogg declared a personal interest in item 8 (Grants) as the Treasurer and a Co-ordinator of Active Living.

Cllr Pardoe declared a personal interest in item 8 (Grants) as a member of the Active Living Committee.

There were no other declarations of interest.

4307 District and County Council Liaison

Cllr Pay reported that she had attended a Community Scrutiny Committee meeting last week. The Committee was reviewing district bus services as there had been cuts to services in Bridgwater town centre. Cllr Pay had asked for rural services to be reviewed also. Cllr Pardoe mentioned that she had seen in the Quantock Messenger that there was a new bus service for Nether Stowey. The Clerk confirmed that WebberBus had started a new hourly service on 2 September. Timetables were available in a number of village shops, the Parish Council office and had been posted on the Parish Council notice boards.

4308 Minutes of Previous Meetings

The Minutes of the Parish Council meeting held on 8 July 2013 were **approved** as a true record and signed by the Chairman.

4309 Income and Expenditure Budget Report

The Clerk presented the income and expenditure report to 9 September 2013, a copy of which is appended to these minutes. The report was **accepted**. Cllr Booth reported that he had carried out a spot check of the accounts in August and he was satisfied that all was in order.

4310 Expenditure

Expenditure incurred since the Parish Council meeting of 8 July 2013

Date	Payee Name	Cheque	Amount	Transaction Details
9 Jul 2013	EDF Energy	DDR	8.00	EDF s/o Clock Tower electricity (mtred)
9 Jul 2013	TalkTalk	DDR	18.83	July Invoice. Phone & Internet
9 Jul 2013	SALC	103222	150.00	Chairman and Councillor Training
9 Jul 2013	NS Village Hall	103223	20.00	Club room hire 10 th June
15 Jul 2013	Npower	103224	181.39	Castle St Toilets Electricity Mar-Jun 2013
15 Jul 2013	Viking Direct	103225	116.27	Office Stationery
19 Jul 2013	RBS Ltd	103226	128.40	Alpha Software Maintenance
22 Jul 2013	Getmapping	103227	24.00	Online annual fee
22 Jul 2013	Clarity Copiers	103228	176.88	Black & Colour print charges
23 Jul 2013	Zurich Municipal	103229	53.00	Additional Premium-Culverts
23 Jul 2013	Post Office Ltd	103230	50.00	100 x 2 nd class stamps
23 Jul 2013	Caro Slaymaker	103231	35.98	Flowers for Rita Corbett
23 Jul 2013	Staff Salaries	103232 - 235	1,809.43	July 2013 payroll
24 Jul 2013	Fine Memorials	103236	515.64	War Memorial dedication plaque
05 Aug 2013	EDF Unmetered	103238	49.40	EDF Clock Tower electricity (unmtrd) May-July 2013
06 Aug 2013	Talktalk	DDR	13.98	August 2013 Phone & Internet Invoice
06 Aug 2013	Gary Bickers	103239	1,570.00	Village Maintenance May-July 2013
09 Aug 2013	EDF Energy	DDR	9.00	EDF s/o Clock Tower electricity (mtred)
15 Aug 2013	Chanin & Thomas	103237	500.00	Office rent – July-Sept 2013
14 Aug 2013	NS Village Hall	103240	20.00	Club room hire 8 July PC meeting
23 Aug 2013	Salaries	103241 -244	1,779.59	August 2013 Staff payroll
5 Sept 2013	Gary Bickers	103245	388.00	August 2013 Invoice
9 Sept 2013	Talktalk	DDR	15.08	September 2013 Invoice
TOTAL			£7,632.87	

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

4311 Affordable Housing Site Management

Mr John Gray, of Halsall Construction introduced himself as the site manager for the affordable housing development on Stogursey Lane. Construction was expected to start in late October and would be completed in August 2014. He made the following points:

- a) the site access would be from Stogursey Lane. Site parking had been arranged on the field behind and there would be no parking for site vehicles on either Stogursey Lane and the neighbouring Hartley Meadow roads;
- b) Halsall Construction were keen to engage with the community. A regular newsletter would be published and there would be projects with Nether Stowey School. There would also be an environmental-themed project;
- c) local subcontractors would be used where possible. They would also look to help with local apprentices and residents were invited to contact him if they knew of anyone who would be interested ;
- d) leftover materials would be made available for local residents to take away at the end of construction;
- e) traffic management and deliveries would be arranged to avoid school arrival departure times – the delivery schedule would be between 9am and 3.30pm and after 4.30pm.
- f) Work on drainage and other services required the closure of Stogursey Lane between the A39 and Theillay Close for approximately a week. Traffic would be diverted to approach from the other end of Stogursey Lane: this will be subject to discussions with Somerset Highways and the civil contingencies officer at Somerset County Council;
- g) A footpath would be maintained for pedestrians;
- h) The Parish Council should provide a name for the new development if they wished to.

Mr Gray then answered questions from Councillors and members of the public. Mr Gray undertook to report regularly at Parish Council meetings: the Clerk would send a list of meeting dates.

4312 Agenda items

At the request of members of the public and with Councillors' agreement, the Chairman agreed to bring forward Agenda item 12 (Reports).

4313 Reports

Hinkley Point: Cllr Malcolm Hogg reported that National Grid had begun the next phase of consultation connecting Hinkley Point to the grid. Although there was some rerouting at the power station, the existing routes would be used from there to Bridgwater and would have no impact on Nether Stowey. The Clerk had details of local information centres, exhibitions and public meetings in Bridgwater and Stogursey, and there was a poster on the notice boards.

Village Hall: Cllr Pardoe reported that the last event had been very successful. The next events planned were the "Rivertones" Barbershop Choir on 21 September and then the Christmas Market.

Road Safety Working Group: Cllr O'Byrne had been working with County Cllr Edney to clarify the procedures. The application date would probably now be in October. The Group had concluded that any modifications to the embankments at the top of the Mill Lane were liable to be expensive, and a bid for funding would probably not succeed. The Working Group now felt that the best option was to improve the route along Lime Street and Palmer's Path, although the PCSO had raised concerns about parking. Mrs Caddick had talked to as many parents as possible and almost all would be happy to use that route if it was better, with use of bollards and better lighting and modification of the steps, which were hard to negotiate with pushchairs etc.

Cllr Pay left the meeting and Cllr Edney joined the meeting

Cllr Edney apologised for his late arrival. He confirmed that he expected the application process to start in October. It was **agreed** that the final recommendation be considered at the next meeting.

4314 Councillor Vacancies

By a show of hands, it was agreed to co-opt Mrs Barbara Rich and Mr John Roberts to the Parish Council. Cllrs Rich and Roberts signed Declarations of Acceptance and joined the meeting.

It was **agreed** that the request to increase the number of Parish Councillors should be pursued in view of the increasing workload.

4315 Grants

It was **agreed** that Cllr Margaret Hogg, as Treasurer of Active Living could speak and answer questions on behalf of the organisation, but neither she nor Cllr Pardoe could take part in the discussion nor vote. She said that Active Living was going very well they had a regular attendance of more than 20, where most local groups had around 10 attendees. The requested grant would help fund activities. Cllr Booth and Cllr Roberts both commented on the value of the organisation.

Mrs Sharon Mayell, spoke on behalf of the Playing Field Committee. She outlined the costs the requested Grant would cover, which were for expenses not connected to sports activities such as the dog waste bin, and mowing the peripheral areas other than the pitches. The Committee were also organising tree maintenance following the survey carried out last year. It was expected that these costs would come to around £2,500.

Mr Ray Brookes spoke as Chairman of the Village Hall Committee. The Village Hall Committee had faced works costing about £85,000 to save the Hall from complete dereliction. He summarised the significant amount of work they had undertaken so far. He emphasised that much of this work had been carried out by the Committee and volunteers, substantially reducing the costs of contractors and hoped that the community involvement would persuade the Parish Council to be as generous as possible.

It was **agreed** the Clerk would circulate written request from the Village Hall and Playing Field Committees and consider a response at the next meeting.

4316 St Mary Street Railings

The Clerk had previously circulated a report outlining the recent history of the railings. They had in the past been maintained by Highways. A recent request had been made that they be repainted and the Clerk had sought quotes to give an idea of the likely costs involved. However, following an inspection, it was apparent that the railings are very badly corroded, raising concerns about their safety and the Clerk had referred the matter to Highways. A substantive response was awaited. Cllr Booth said he was reluctant for the Parish Council to meet the costs of another Highways job. Cllr Edney said that, because of cuts in funding, Highways had to make difficult decisions on priorities. It was **agreed** to consider the issue further at the next meeting, when a reply from Highways might have been received.

Cllr Edney left the meeting

4317 Lucy Hobbs Trust

It was **agreed** that the Clerk would reply to the solicitor that the Parish is willing to accept responsibility for the Trust but would not accept the costs relating to the Transfer.

4318 Highways

The Clerk had reported the broken sign in Butchers Lane again.

St Mary Street: the repairs had been carried out and the property owner's insurance company would meet most of the costs. Payment of the balance of the repair bill was **approved** subject to the property

owner receiving the settlement and signing an agreement to reimburse the Parish Council with the full amount received in settlement.

4319 Correspondence

Correspondence received and not previously circulated included:

Letter from Ian Liddell-Grainger MP requesting support for a petition on Rural Funding. The petition was available for signature in the Parish Office until Monday 23 September.

4322 Forthcoming meetings and events

Thurs 19 Sept **NALC Conference "Putting Communities First"**
9am Bristol Holland House Hotel, Bristol

Sat 28 Sept **SALC AGM**, Somerton Village Hall

Hinkley C Connection consultation period 3 September to 29 October Briefing for Parish Councils

Tues 10 Sept Yatton RFC, Yatton

Wed 11 Sept Winscombe

Thurs 12 Sept Woolavington Village Hall, Bridgwater TA7 8DY

Tues 24 Sept **Hinkley Point C Connection Community Forum**
7-9 pm Webbington Hotel, Loxton BS26 2HU (near Axbridge)

Local Public Events:

Permanent Fore Street, Bridgwater Mon-Fri 12-5pm, Sat 10am-2pm

Permanent Stogursey Victory Hall information point (open 7-9pm Mon, Thurs, Fri (to 9.30pm);
Wed 11am-1pm)

Tues 1 Oct Morrisons' car park, Bridgwater (display vehicle)

Tue 8 Oct Stogursey Victory Hall – exhibition (5-7pm) Q&A session (7-8pm)

4323 Date of Next meeting

The next meeting would be held on Monday 14 October at 7pm at the Village Hall.

4324 Resolution to exclude the Public and Press

It was resolved to exclude the public and press in accordance with The Public Bodies And Admissions To Meetings Act 1960 in order to consider the remaining agenda items.

4325 St Mary Street Railings - Estimates

No decision was made pending the response from Highways.

4326 Village Maintenance

It was **agreed** that the Clerk some arrange some additional work in consultation with the Chairman and Vice-Chairman.

The meeting closed at 9.35 pm

Monthly Budget Report to 9 September 2013

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	July 2013	August 2013	Sept 2013	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	-680.00	-228.00	-780.00		-1,008.00	0.00	0.00	-1,688.00	76.73%
1008	May Fair 2014 Income	0.00	0.00	-7.00				0.00	0.00	0.00	-7.00	**
1012	Printing & Copying receipts	0.00	-350.00	-113.50	-91.03	-17.70		-108.73	0.00	0.00	-222.23	63.49%
1013	May Fair 2013 Income	0.00	0.00	-469.60				0.00	0.00	0.00	-469.60	**
1016	Village Trail Booklet	0.00	0.00	-10.00	-11.00	-10.00		-21.00	0.00	0.00	-31.00	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	-90.00	-90.00			-90.00	0.00	0.00	-180.00	see payments
115	VAT Refunds	0.00	0.00	-1,133.38				0.00	0.00	0.00	-1,133.38	**
	Subtotal Income For Year	0.00	-2,940.00	-2,503.48	-420.03	-807.70	0.00	-1,227.73	0.00	0.00	-3,731.21	
1011	Precept	0.00	-49,705.00	-24,852.50				0.00	0.00	0.00	-24,852.50	
	Subtotal Income For Year	0.00	-52,645.00	-27,355.98	-420.03	-807.70	0.00	-1,227.73	0.00	0.00	-28,583.71	
Expenditure												
Parish Office												
4101	Office Equipment	0.00	900.00	114.38	127.00			127.00	0.00	0.00	241.38	26.82%
4102	Parish Council Office Rent	0.00	2,500.00	500.00		500.00		500.00	0.00	0.00	1,000.00	40.00%
4103	Postage	0.00	200.00	-1.00	50.00			50.00	0.00	0.00	49.00	24.50%
4104	Stationery, printing	0.00	700.00	354.38	244.29			244.29	0.00	0.00	598.67	85.52%
4105	Telephone & Internet	0.00	580.00	166.99	15.69	11.65	12.57	39.91	0.00	0.00	206.90	35.67%
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	1,134.75	436.98	511.65	12.57	961.20	0.00	0.00	2,095.95	30.46%

Nether Stowey Parish Council

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	July 2013	August 2013	Sept 2013	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Total
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	5,188.29	1,779.69	1,752.21		3,531.90	0.00	0.00	8,720.19	41.33%
4204	Staff travel/ subsistence costs	0.00	250.00	6.75				0.00	0.00	0.00	6.75	2.70%
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	5,195.04	1,779.69	1,752.21	0.00	3,531.90	0.00	0.00	8,726.94	39.40%
Administration & Finance												
4301	Audit Fees	0.00	750.00	250.00				0.00	0.00	0.00	250.00	33.33%
4303	Chairman's Honorarium	0.00	200.00	0.00	200.00			200.00	0.00	0.00	200.00	100.00%
4304	Councillors' Expenses	0.00	0.00	0.00	35.98			35.98	0.00	0.00	35.98	**
4305	Councillors' Training	0.00	250.00	0.00	150.00			150.00	0.00	0.00	150.00	60.00%
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	53.00			53.00	0.00	0.00	1,039.35	104.98%
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	60.00	20.00	20.00		40.00	0.00	0.00	100.00	22.22%
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	90.67	29.74	27.38		57.12	0.00	0.00	147.79	37.89%
4313	Legal Fees	0.00	0.00	801.00				0.00	0.00	0.00	801.00	**
	TOTAL Administration & Finance	0.00	3,665.00	2,188.02	488.72	47.38	0.00	536.10	0.00	0.00	2,724.12	
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	133.98				0.00	0.00	0.00	133.98	92.40%
4403	Maintenance	0.00	2,500.00	513.00		870.00	130.50	1,000.50	0.00	0.00	1,513.50	60.54%
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	646.98	0.00	870.00	130.50	1,000.50	0.00	0.00	1,647.48	
Community Services												

Nether Stowey Parish Council

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	July 2013	August 2013	Sept 2013	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Total
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				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	725.66				0.00	0.00	0.00	725.66	**
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	**
4509	Youth Services	0.00	0.00	0.00				0.00	0.00	0.00	0.00	**
4510	Village Trail Booklet	0.00	0.00	0.00				0.00	0.00	0.00	0.00	**
4511	War Memorial Project	0.00	0.00	0.00	429.70			429.70	0.00	0.00	429.70	**
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	741.66	429.70	0.00	0.00	429.70	0.00	0.00	1,171.36	
Village Maintenance												
4601	A39 Verge	0.00	220.00	29.00		72.50	14.50	87.00	0.00	0.00	116.00	52.73%
4602	CCTV	0.00	110.00	0.00				0.00	0.00	0.00	0.00	0.00%
4603	Clock Tower Maintenance & Electricity	0.00	450.00	71.14	8.00	56.05		64.05	0.00	0.00	135.19	30.04%
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	85.00		72.50	14.50	87.00	0.00	0.00	172.00	53.75%
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				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	0.00	2,000.00	0.00				0.00	0.00	0.00	0.00	0.00%

Nether Stowey Parish Council

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	July 2013	August 2013	Sept 2013	Second quarter	Third quarter	Fourth quarter	Total spent to date	% Spent of Total
	safety											
	Flooding - legal advice	0.00	0.00	0.00				0.00	0.00	0.00	0.00	**
	TOTAL Village Maintenance	0.00	5,500.00	394.18	8.00	201.05	29.00	238.05	0.00	0.00	632.23	
Castle Street Toilets												
4701	Castle St Toilets Cleaning	0.00	2,300.00	375.00		555.00	185.00	740.00	0.00	0.00	1,115.00	48.48%
4702	Castle St Toilets Power	0.00	600.00	140.25	172.75			172.75	0.00	0.00	313.00	52.17%
4703	Castle St Toilets Rates	0.00	950.00	0.00				0.00	0.00	0.00	0.00	0.00%
4704	Castle St Toilets Maintenance	0.00	450.00	0.00				0.00	0.00	0.00	0.00	0.00%
4705	Castle St Toilets Water & Sewerage	0.00	640.00	322.94				0.00	0.00	0.00	322.94	50.46%
4706	Castle Street Car Park	0.00	750.00	0.00			43.50	43.50	0.00	0.00	43.50	5.80%
	TOTAL Castle Street Toilets	0.00	5,690.00	838.19	172.75	555.00	228.50	956.25	0.00	0.00	1,794.44	
Grants												
4801	Miscellaneous Grants	0.00	500.00	160.00				0.00	0.00	0.00	160.00	32.00%
4803	Playing Field	0.00	2,000.00	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	
	TOTAL Grants	0.00	3,400.00	160.00	0.00	0.00	0.00	0.00	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	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	323.30	171.98	4.68	2.51	179.17	0.00	0.00	502.47	
Total Expenditure A/cs For Year		0.00	52,645.00	11,622.12	3,487.82	3,941.97	403.08	7,832.87	0.00	0.00	19,454.99	
Income			- 52,645.00	27,355.98	420.03	807.70	0.00	1,227.73	0.00	0.00	28,583.71	
Balance expenditure-income			0.00	-15,733.86	3,067.85	3,134.27	403.08	6,605.14	0.00	0.00	-9,128.72	