

**MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING**  
**HELD ON MONDAY 11 NOVEMBER 2013 AT 7.00pm**  
**IN THE VILLAGE HALL**

Present: Parish Councillors Peter Greig (Chairman)  
Robert Booth  
Malcolm Hogg  
Margaret Hogg  
Shaun O'Byrne  
Barbara Rich  
John Roberts  
Teresa Youé

In Attendance: Caro Slaymaker (Parish Clerk)  
District Councillor Mike Caswell  
John Gray, representing Halsall Construction  
Mary Roberts, representing CANS  
One member of the public

**Public Session**

No issues were raised.

Before the meeting began, the Chairman made the following statement:

"Some members of the Parish Council will be aware of alleged racial behaviour towards a resident of Nether Stowey. I know that those who have heard about it find it as abhorrent as I do. I invite my fellow Councillors to join me in stating that the Parish Council condemns utterly such behaviour."

All Councillors present agreed with the Chairman's statement.

**4345 Apologies**

Apologies were received from County Councillor John Edney and District Councillor Julie Pay. Cllr Pardoe subsequently sent her apologies that she had been unable to attend owing to a family emergency.

**4346 Declarations of Interest**

Cllr Rich declared a personal interest as Secretary to the Playing Field Committee.

There were no other declarations of interest.

**4347 Minutes of Previous Meetings**

The Minutes of the Parish Council meeting held on 14 October 2013 were **approved** as a true record and signed by the Chairman.

**4348 District Council Liaison**

Cllr Caswell reported that the Nuclear Decommissioning Agency had given an update to Sedgemoor District Council on proposals for Intermediate Level Waste (ILW) and Fuel Element Debris (FED). It looked as if the preferred option was for Hinkley Point to take FED from Oldbury station.

Cllr Caswell further reported that the situation with West Somerset and Taunton Deane District Councils were working together, but both suffered financial constraints. Sedgemoor's position remained that they would be willing to help provided that this incurred no extra cost for Sedgemoor residents.

The Chairman stated that he had attended the Sedgemoor/Parishes annual meeting. It had been a useful event and was impressed by the array of projects Sedgemoor has (aside from those related to Hinkley Point. He would report further on the meeting later in the meeting.

#### **4349 Stogursey Lane Housing Development**

Mr Gray, Halsall Construction, reported that work had now started on the site. The compound had been set up and the first section of road from Stogursey Lane would be completed next week. There had been two complaints relating to a stone chipper – the chipper has been moved.

The application for road closure had been submitted and he now awaited approval and confirmation of dates. It was now expected that the road would be closed in early February for approximately four weeks. The footpath would remain open. There were too many services in the road for the work to be done piecemeal or to enable partial closure of the road. He was aware that the road was an emergency route for Hinkley Point. The County Council would advise all emergency services of the dates of closure once the plan was approved. Cllr Roberts expressed concern for a family who lived nearby and who had a disabled child.

The first newsletter had been distributed to most of the neighbouring properties and there would be a second one next month which would advise local residents about the road closure.

#### **4350 Income and Expenditure Budget Report**

The Clerk presented the income and expenditure report to 8 November 2013, a copy of which is appended to these minutes. The report was **accepted**. Cllr Booth reminded the Council that the Finance and Audit Committee would meet on 2 December for the first budget meeting. Councillors were asked to pass on any ideas that needed to be included. There would be a second meeting of the F&A Committee on 6 January and it would be submitted to the Parish Council for approval at the meeting on 13 January.

#### **4351 Expenditure**

Expenditure incurred since the Parish Council meeting of 14 October 2013

Date	Payee Name	Cheque	Amount	Transaction Details
15 Oct 2013	Npower Ltd	103257	164.78	Public Toilets electricity Jul/Oct
15 Oct 2013	SLCC	103259	150.00	Clerk CiLCA registration*
15 Oct 2013	SALC	103260	130.00	Clerk CiLCA training*
15 Oct 2013	Information Commissioner	103261	35.00	Data Protection renewal fee
16 Oct 2013	Post Office Ltd	103262	65.00	Stamps for May Fair
21 Oct 2013	Village Hall	103263	300.00	Grant for stage curtains (Min 4335(i))
23 Oct 2013	Cheque cancelled	103264	–	
23 Oct 2013	Staff Salaries	103265-68	1,773.34	Salaries October 2013
23 Oct 2013	Viking Direct	103269	49.38	Stationery
23 Oct 2013	NS Recreation Ground	103270	1,500.00	Maintenance Grant (Min 4335(ii))
28 Oct 2013	Clarity Copiers	103271	323.11	Printing/copying charges
5 Nov 2013	NS Recreation Ground	103273	362.56	Dog/waste bins (Min 4335(ii))
5 Nov 2013	C Slaymaker	103274	67.06	Mileage/expenses
5 Nov 2013	EDF Energy	103275	49.45	Clock Tower unm electricity Aug-Oct

Date	Payee Name	Cheque	Amount	Transaction Details
5 Nov 2013	Talk Talk	DD	18.00	Phone/internet Nov 2013
7 Nov 2013	EDF Energy	DD	9.00	Clock Tower metered – Nov 2013
	<b>TOTAL</b>		<b>£5,046.06</b>	

NB Cheques no 103259/60 replaced cheque no 103254 (returned, wrong payee), expenditure approved at October meeting

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

#### **4352 Parish Council Grants Policy**

The draft Grants Policy was **adopted** subject to minor text amendment. It was agreed that the Grants Policy application process should not apply to requests for small grants (up to £150), where a simple written request would suffice. A copy of the policy is appended to these minutes.

#### **4353 Website**

It was **agreed** that the quotes needed further examination. Cllrs Roberts, Hogg and Booth would meet to look at the proposals in more detail including discussing them with the contractors where possible. Additional quotes would be obtained.

#### **4354 Office Computers**

It was **agreed** to purchase the two computers and software package for the Parish Office as per the specification circulated.

#### **4355 Highways**

Cllr Roberts had heard a report on the news that certain school bus routes would be cancelled and that the routes would be improved for children to walk to school. It was agreed that this might provide an opportunity for improving the school route in addition to the Small Improvements Scheme for which an application had been made. It was **agreed** that the Clerk would contact Somerset County Council further information. District Cllr Caswell would be meeting County Cllr Siggs on 6 Dec and would also follow up.

The Clerk reported that the street lights in Lime Street were out. She had reported it to SCC on 4 November and Miss Rogers had reported it again on Thursday. She would continue to press them for the repairs.

#### **4356 Reports**

**CANS:** Mrs Roberts reported that at the CANS meeting on 25 October it was agreed that CANS could take on the notice board project and that May Fair funds could be used towards the cost of the notice boards. Mr Henry had asked that the overall “look” of The Cross be taken into consideration when considering the design of the notice boards.

On Mayfair preparations, Mrs Roberts said that letters had gone out to potential stall holders and that some firm reservations had been made. On advertising, so far £165-worth of space had been provisionally booked.

A copy of CANS’s report is appended to these minutes

**Road Safety Working Group:** Cllr O’Byrne confirmed that the final application had been sent to Cllr Edney. There would be a meeting in January to discuss the applications and a meeting in February would give final approval for funding the schemes.

Active Living: Cllr Margaret Hogg reported that the last meeting had been well attended, with a very interesting lecture on teddy bears.

AONB: The Chairman had attended the last AONB meeting. No-one was sure what grants could be expected in the future. They were down to one warden plus one shared with the Forestry Commission. There is a consultation on the AONB's plan for 2014–2019 which was available on the website from the Parish Office.

Sedgemoor Annual Parish get-together: The Chairman and Clerk had attended this. There had been a lot of information about projects and the Leader of the Council had spoken about the budget plans for 2014. In this connection the Clerk had received the precept request spreadsheet from Sedgemoor on Friday.

#### **4357 Correspondence**

There was nothing of note that had not been previously circulated.

Cllr Roberts had received a SCC report on the reorganisation of Children's Centres in the County. The Clerk would contact SCC for further information.

#### **4358 Forthcoming meetings and events**

##### **Training schedule**

Thurs 14 Nov	SALC Budget training	Edington Village Hall	7pm	PG, SO, JR, CS
Tues 19 Nov	Sedgemoor Planning Training	Bridgwater House	5.45 pm	PG, SO, CS
Thurs 21 Nov	Councillors' Training	Edgar Hall, Somerton	10am	JR, BR
Wed 27 Nov	Sedgemoor Planning Training	Bridgwater House	5.45 pm	MH, BR
Wed 27 Nov	Chairman's Training	Edgar Hall, Somerton	7pm	PG

26 Nov – 6 December: Cllr O'Byrne away

##### **Meetings**

Mon 2 Dec	Finance & Audit Committee	Nether Stowey Village Hall	7pm	RB, PG, MH, MH, JR
Mon 9 Dec	Parish Council meeting	NS Village Hall	7 pm	All Councillors

#### **4359 Date of Next Meeting**

The next meeting will be held on Monday 9 December at 7pm at the Village Hall.

The meeting closed at 8.40 pm

## Monthly Budget Report to 8 November 2013

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	Second quarter	Oct 2013	Nov 2013	Third quarter	Total spent to date	Balance Remaining	% Spent of Total
<b>Reserves Total</b>		<b>-42,670.34</b>	<b>42,670.34</b>	<b>0.00</b>	<b>248.00</b>	256.06	0.00	256.06	504.06	42,166.28	
<b>Income</b>											
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	-1,008.00	-166.14	-280.00	-446.14	-2,134.14	-65.86	97.01%
1007	Christmas tree + lights - donations	0.00	0.00	0.00	0.00			0.00	0.00	0.00	**
1008	May Fair 2014 Income	0.00	0.00	-7.00	0.00	-146.00	-86.00	-232.00	-239.00	239.00	**
1009	Miscellaneous Grants	0.00	0.00	0.00	0.00			0.00	0.00	0.00	**
1012	Printing & Copying receipts	0.00	-350.00	-113.50	-169.76	-247.40		-247.40	-530.66	180.66	151.62%
1013	May Fair 2013 Income	0.00	0.00	-469.60	0.00	469.60		469.60	0.00	0.00	**
1016	Village Trail Booklet Income	0.00	0.00	-10.00	-31.00	-10.00		-10.00	-51.00	51.00	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	-120.00	-60.00		-60.00	-270.00	-120.00	see payments
1999	Misc Receipts	0.00	0.00	0.00	0.00			0.00	0.00	0.00	**
115	VAT Refunds	0.00	0.00	-1,133.38	0.00			0.00	-1,133.38	1,133.38	**
<b>Subtotal Income For Year</b>		<b>0.00</b>	<b>-2,940.00</b>	<b>-2,503.48</b>	<b>-1,328.76</b>	<b>-159.94</b>	<b>-366.00</b>	<b>-525.94</b>	<b>-4,358.18</b>	<b>1,418.18</b>	
1011	Precept	0.00	-49,705.00	-24,852.50	-24,852.50			0.00	-49,705.00	0.00	
<b>Subtotal Income For Year</b>		<b>0.00</b>	<b>-52,645.00</b>	<b>-27,355.98</b>	<b>-26,181.26</b>	<b>-159.94</b>	<b>-366.00</b>	<b>-525.94</b>	<b>-54,063.18</b>	<b>678.18</b>	
<b>Expenditure</b>											
<b>Parish Office</b>											
4101	Office Equipment	0.00	900.00	114.38	127.00		10.32	10.32	251.70	648.30	27.97%
4102	Parish Council Office Rent	0.00	2,500.00	500.00	500.00	99.20	3.10	102.30	1,102.30	1,397.70	44.09%
4103	Postage	0.00	200.00	-1.00	50.00			0.00	49.00	151.00	24.50%
4104	Stationery, printing	0.00	700.00	354.38	244.29	351.56	3.47	355.03	953.70	-253.70	136.24%
4105	Telephone & Internet	0.00	580.00	166.99	39.91	11.05	18.00	29.05	235.95	344.05	40.68%
4109	Office Move	0.00	2,000.00	0.00	0.00			0.00	0.00	2,000.00	0.00%
<b>TOTAL Parish Office</b>		<b>0.00</b>	<b>6,880.00</b>	<b>1,134.75</b>	<b>961.20</b>	<b>461.81</b>	<b>34.89</b>	<b>496.70</b>	<b>2,592.65</b>	<b>4,287.35</b>	<b>37.68%</b>

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	Second quarter	Oct 2013	Nov 2013	Third quarter	Total spent to date	Balance Remaining	% Spent of Total
<b>Staff Costs</b>											
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	250.00	0.00%
4203	Salaries	0.00	21,100.00	5,188.29	5,276.85	1,744.95		1,744.95	12,210.09	8,889.91	57.87%
4204	Staff travel and subsistence costs	0.00	250.00	6.75	0.00	1.00	35.55	36.55	43.30	206.70	17.32%
4205	Staff Training	0.00	550.00	0.00	280.00			0.00	280.00	270.00	50.91%
	<b>TOTAL Staff Costs</b>	<b>0.00</b>	<b>22,150.00</b>	<b>5,195.04</b>	<b>5,556.85</b>	<b>1,745.95</b>	<b>35.55</b>	<b>1,781.50</b>	<b>12,533.39</b>	<b>9,616.61</b>	<b>56.58%</b>
<b>Administration &amp; Finance</b>											
4301	Audit Fees	0.00	750.00	250.00	0.00	325.00		325.00	575.00	175.00	76.67%
4303	Chairman's Honorarium	0.00	200.00	0.00	200.00			0.00	200.00	0.00	100.00%
4304	Councillors' Expenses	0.00	0.00	0.00	35.98			0.00	35.98	-35.98	**
4305	Councillors' Training	0.00	250.00	0.00	150.00			0.00	150.00	100.00	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			0.00	1,039.35	-49.35	104.98%
4308	Statutory Fees	0.00	40.00	0.00	0.00	35.00		35.00	35.00	5.00	87.50%
4309	Subscriptions	0.00	520.00	0.00	65.00			0.00	65.00	455.00	12.50%
4310	Venue Hire	0.00	450.00	60.00	60.00			0.00	120.00	330.00	26.67%
4311	Wayleaves	0.00	75.00	0.00	0.00			0.00	0.00	75.00	0.00%
4312	Quantock Cluster expenditure	0.00	390.00	90.67	84.51	27.39	12.15	39.54	214.72	175.28	55.06%
4313	Legal Fees	0.00	0.00	801.00	0.00			0.00	801.00	-801.00	**
	<b>TOTAL Administration &amp; Finance</b>	<b>0.00</b>	<b>3,665.00</b>	<b>2,188.02</b>	<b>648.49</b>	<b>387.39</b>	<b>12.15</b>	<b>399.54</b>	<b>3,236.05</b>	<b>428.95</b>	
<b>Cemetery</b>											
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	133.98	11.02	92.40%
4403	Maintenance	0.00	2,500.00	513.00	1,000.50			0.00	1,513.50	986.50	60.54%
4404	Pest Control	0.00	50.00	0.00	0.00			0.00	0.00	50.00	0.00%
	<b>TOTAL Cemetery</b>	<b>0.00</b>	<b>2,695.00</b>	<b>646.98</b>	<b>1,000.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,647.48</b>	<b>1,047.52</b>	

Nether Stowey Parish Council

Account Code	Account	Balance at 31 Mar 2013	Original Budget 2013/14	First quarter	Second quarter	Oct 2013	Nov 2013	Third quarter	Total spent to date	Balance Remaining	% Spent of Total
<b>Community Services</b>											
4503	CANS	0.00	0.00	16.00	0.00			0.00	16.00	-16.00	see reserve
4504	Christmas Tree & Lights	0.00	65.00	0.00	0.00			0.00	0.00	65.00	0.00%
4505	May Fair 2014 expenditure	0.00	0.00	0.00	0.00	65.00		65.00	65.00	-65.00	see income
4513	May Fair 2013 expenditure	0.00	0.00	725.66	0.00	-725.66		-725.66	0.00	0.00	see reserve
4507	Parish Council Newsletter	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	32.00	10.00		10.00	42.00	-42.00	see receipts
4511	War Memorial Project expenditure	0.00	0.00	0.00	429.70			0.00	429.70	-429.70	see reserve
4551	NS Library Misc costs	0.00	0.00	0.00	0.00			0.00	0.00	0.00	**
	<b>TOTAL Community Services</b>	<b>0.00</b>	<b>65.00</b>	<b>741.66</b>	<b>461.70</b>	<b>-650.66</b>	<b>0.00</b>	<b>-650.66</b>	<b>552.70</b>	<b>-487.70</b>	
<b>Village Maintenance</b>											
4601	A39 Verge	0.00	220.00	29.00	87.00			0.00	116.00	104.00	52.73%
4602	CCTV	0.00	110.00	0.00	0.00			0.00	0.00	110.00	0.00%
4603	Clock Tower Maintenance & Electricity	0.00	450.00	71.14	73.05	9.00	56.10	65.10	209.29	240.71	46.51%
4604	General Maintenance	0.00	500.00	0.00	0.00	0.00		0.00	0.00	500.00	0.00%
4605	Old Gaol	0.00	0.00	0.00	0.00			0.00	0.00	0.00	**
4606	Palmer's Path	0.00	320.00	85.00	87.00			0.00	172.00	148.00	53.75%
4607	Public Seating	0.00	200.00	0.00	0.00			0.00	0.00	200.00	0.00%
4608	South Lane Footpath	0.00	120.00	0.00	0.00			0.00	0.00	120.00	0.00%
4609	Dog Bins	0.00	580.00	209.04	209.04			0.00	418.08	161.92	72.08%
4612	Plot 173	0.00	1,000.00	0.00	0.00			0.00	0.00	1,000.00	0.00%
4613	Mill Lane/Lime Street safety	0.00	2,000.00	0.00	0.00			0.00	0.00	2,000.00	0.00%
	<b>TOTAL Village Maintenance</b>	<b>0.00</b>	<b>5,500.00</b>	<b>394.18</b>	<b>456.09</b>	<b>9.00</b>	<b>56.10</b>	<b>65.10</b>	<b>915.37</b>	<b>4,584.63</b>	<b>16.64%</b>
<b>Castle Street Toilets</b>											
4701	Castle Street Toilets Cleaning	0.00	2,300.00	375.00	740.00			0.00	1,115.00	1,185.00	48.48%
4702	Castle Street Toilets Power	0.00	600.00	140.25	172.75	156.94		156.94	469.94	130.06	78.32%
4704	Castle Street Toilets Repairs & Mtce	0.00	450.00	0.00	0.00			0.00	0.00	450.00	0.00%
4705	Castle Street Toilets Water & Sewerage	0.00	640.00	322.94	0.00			0.00	322.94	317.06	50.46%
4706	Castle Street Car Park	0.00	750.00	0.00	43.50			0.00	43.50	706.50	5.80%
	<b>TOTAL Castle Street Toilets</b>	<b>0.00</b>	<b>5,690.00</b>	<b>838.19</b>	<b>956.25</b>	<b>156.94</b>	<b>0.00</b>	<b>156.94</b>	<b>1,951.38</b>		<b>34.29%</b>

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<b>Grants</b>											
4801	Miscellaneous Grants	0.00	500.00	160.00	0.00			0.00	160.00	340.00	32.00%
4802	Active Living	0.00	100.00	0.00	0.00			0.00	0.00	100.00	0.00%
4803	Playing Field	0.00	2,000.00	0.00	0.00	1,500.00	362.56	1,862.56	1,862.56	137.44	93.13%
4805	Village Hall Maint Grant	0.00	900.00	0.00	900.00	300.00		300.00	1,200.00	-300.00	133.33%
<b>TOTAL Grants</b>		<b>0.00</b>	<b>3,500.00</b>	<b>160.00</b>	<b>900.00</b>	<b>1,800.00</b>	<b>362.56</b>	<b>2,162.56</b>	<b>3,222.56</b>		<b>92.07%</b>
<b>Transfers to Reserves</b>											
4851	Service Devolution Reserve	0.00	2,500.00	0.00	0.00			0.00	0.00	2,500.00	0.00%
4852	General Reserve**	0.00	0.00	0.00	0.00			0.00	0.00	0.00	**
<b>VAT Account</b>											
515	VAT Paid	0.00	0.00	323.30	820.98	145.36	4.82	150.18	1,294.46		
<b>Total Expenditure A/cs For Year</b>		<b>0.00</b>	<b>52,645.00</b>	<b>11,622.12</b>	<b>11,762.06</b>	<b>4,055.79</b>	<b>506.07</b>	<b>4,561.86</b>	<b>27,946.04</b>		
<b>Income</b>			<b>-52,645.00</b>	<b>27,355.98</b>	<b>26,181.26</b>	<b>159.94</b>	<b>366.00</b>	<b>525.94</b>	<b>54,063.18</b>		
<b>Balance expenditure-income</b>			<b>0.00</b>	<b>-15,733.86</b>	<b>-14,419.20</b>	<b>3,895.85</b>	<b>140.07</b>	<b>4,035.92</b>	<b>-26,117.14</b>		



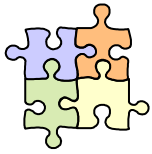
## Grant Policy

Nether Stowey Parish Council recognises the importance of supporting groups, organisations and charities that benefit the local community, and that making grants is a valuable method of support. The Parish Council has statutory powers which enable it to make funds available to local organisations for the overall benefit of the parish. The Parish Council can only award grants using certain legal powers. Where there is no statutory power the Parish Council may use Section 137 of the Local Government Act.

The purpose of this document is to ensure that the Parish Council has an open, consistent and easily-understood approach to awarding grants. The total figure available for grant aid will be agreed by the Council as part of its budget each financial year. Applications must satisfy the following conditions:

1. To be eligible for a grant from Nether Stowey Parish Council, the Parish Council will consider applications from groups and organisations which are operating within the Parish. The purpose for which the grant is made must show a clear benefit to the people of the Parish. These may include any non-profit-making organisations, charities and other village groups.
2. The Council will NOT consider applications from
  - individuals;
  - organisations intending to support or oppose any particular political party or to discriminate on the grounds of race, religion, gender or sexual orientation.
  - private organisations operated as a business to make a profit or surplus.
  - local groups whose fund raising is sent to a central HQ for redistribution.
  - national Charities or organisations unless funds are to be used solely for projects in Nether Stowey or can demonstrate direct benefit to the area and the residents of Nether Stowey.
  - religious groups except where a clear benefit to the wider community can be demonstrated. Compliance with this requirement will need to be demonstrated throughout the project
3. All applications will be considered on their merits but in general, grants will be awarded for specific projects or events. The Council will not generally give grants towards running costs other than specific Maintenance Grants to the Village Hall and Playing Field Committees, which the Parish Council recognise as having a general particular benefit to the community.
4. Applicants should submit their applications on the Parish Council application form, which can be obtained from the Clerk at the Parish Office. Grant applications cannot be made retrospectively. Applications for grants of up to £150 may be made by letter, confirming the amount required and the purpose for which the grant is requested.
5. Application forms should generally be submitted by 1 December for grants the following financial year to allow the consideration by the Parish Council when preparing the budget. The Parish Council will consider applications for grants under £150 at any time during the financial year, in respect of specific need or projects, subject to the availability of funds and the merits of the case being made.
6. All grant payments will be conditional upon submission of the previous year's accounts, current year's balance sheet and supporting documentation and/or estimates detailing costs of expenditure for projects or event for which the funding is being sought. Applicants with considerable reserves may not receive a grant unless they can show that there is a positive reason for holding a large amount of funds.
7. New groups that do not have a set of accounts can still apply, but they must show how they will benefit the Parish, and they must send in a brief explanation of how they expect to fund their organisation or group, and any other financial arrangements they plan to make.

8. Applicant should provide details of other sources of funding such as grants applied for/obtained as well as their own fund-raising efforts. Account will be taken of the amount and frequency of previous awards and of the extent to which funding has been sought or secured from other sources or from the organisation's own fund-raising activities.
9. The Parish Council reserves the right to request any further information that it deems necessary to assist the decision-making process, and/or to request a representative to attend a Parish Council meeting to answer any questions Councillors may have.
10. The size of any grant awarded is at the sole discretion of Nether Stowey Parish Council, and may not be for the full amount requested. The award of any grant or subsidy may be subject to such additional conditions and requirements, as the Parish Council considers appropriate.
11. Grant recipients are required to acknowledge the Parish Council's support in any publicity relating the event or project for which the Grant is awarded and to provide the Parish Council with a brief report including photos (where appropriate) for inclusion in the Parish Council's Annual Report, newsletter and/or website.
12. Grants must be spent by the end of the financial year (31 March) in which the grant is awarded (unless specifically agreed with the Parish Council).
13. Grants must be used only for the purpose for which it was awarded. The organisation will be required to repay the grant if the grant is used for other purposes without the prior written approval of the Parish Council. Parish Council will withdraw the offer of a grant (or require repayment if the Grant has been paid) if the event or project does not take place.

**C.A.N.S***Community Action for Nether Stowey*

**Report following a CANS meeting held at 19:00, Friday 25th October 2013,  
in the lounge of the Nether Stowey Church Centre.**

Members present at the meeting were:

Mary Roberts, Gemma Rogers, Pat Pardoe, John Roberts, Margaret Hogg, Mike Henry.  
Caro Slaymaker, Parish Clerk, attended as Parish Council liaison (non-voting).

The meeting was convened to discuss the Nether Stowey May Fair of 2014 and a proposal for replacement notice boards at The Cross.

Mary Roberts explained that plans for the 2014 May Fair were well underway and that 132 letters had been sent out inviting potential stall holders to take part.

At the present time nine stall holders have confirmed that they will attend, however it is early days as the deadline for priority application is 1<sup>st</sup> January 2014.

It was also explained that for the first time the 2014 program will contain paid for advertising and that companies and individuals were being contacted with a view to placing an advert in the program, at the present time we have £140.00 in advert space sold.

As usual the main problem with the May Fair will in all probability be the need for people to help.

On the subject of notice boards John explained that he had seen other communities using purpose made notice boards that were maintenance free, water proof and built to last.

The majority of the boards that had been seen were being used as community notice boards by various organisations in those villages; however in most cases the church always appeared to have its own notice board set apart from the rest.

There are at present four separate notice boards on the Wall of The Cross, of varying sizes, shapes and in varying states of repair.

As the village hall and possibly one other body were expressing an interest in placing a notice board on the wall of The Cross, there was a distinct possibility of The Cross becoming cluttered and muddled.

The Parish Council had agreed that CANS could consider as a project the replacement of the existing notice boards with one purpose built notice boards, although it was agreed that the church would probably wish to keep theirs. Also with regards to funding that CANS consider using money raised from the May Fair to help fund the project, a figure as yet to be determined.

Therefore two proposals were put to the meeting in respect of this project

1. Were the member of the meeting in favour of the project and would CANS therefore take the project under its umbrella.
2. That money raised by the May Fair be used to partially fund the project is it should come to fruition.

Both proposals were passed with no objections.

However Mike Henry wished to have on record that this project should have at all times sight of the overall picture and aims with regard to the future of the cross and that any notice board should be sympathetic to those aims.

It was then explained that the project could only go ahead with the agreement of the other parties or organisations involved and that in the first instance John would be speaking to the Church, W.I. and the British Legion to seek their views, however this would take place over the next three weeks and nothing could be decided until that process had been completed.

Since the time of the meeting we have met with Jack McWilliams of the British Legion, Margaret Harris of the W.I., Ray Brooks of the Village Hall and Rev Craig Marshal of Nether Stowey Church.

All of the parties are in agreement with the proposal and are taking it to their committees for final approval, at the present time we are awaiting the results.

It would appear at the present time that all those seen to date would favour a notice board mounted on legs.