

STOGURSEY PARISH COUNCIL
DRAFT MINUTES OF THE MEETING HELD ON TUESDAY 13th OCTOBER 2020
ON THE ZOOM PLATFORM
SUBJECT TO APPROVAL AT THE NEXT PARISH COUNCIL MEETING

PRESENT:

Members: Cllr Chris Morgan (Chair), Cllr Sue Goss (Vice Chair), Cllr C Ford, Cllr H Staddon, Cllr J Ody, Cllr E Chave and from 19:34 Cllr O'Driscoll joined the meeting.

Cllr H Davies.

In attendance: Richard Wand (Clerk) and 5 members of the public.

PUBLIC FORUM:

A resident raised a query over the eligibility for use and implementation of the Slinky Bus service in the parish and asked that an article on the service was placed in Stogursey News. A Resident queried the agenda item on riparian owners responsibilities and how the parish council intended to deal with all such owners. A resident praised with refurbishment of Burton Bus Shelter and Bench. There were no other requests to address the meeting.

20/72 APOLOGIES FOR ABSENCE:

Cllr S Jones, Cllr J Bastick and Cllr R Calvert.

20/73 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8th SEPTEMBER 2020:

The draft minutes of the last meeting were proposed by Cllr C Ford seconded by Cllr H Staddon and were unanimously AGREED for signature by the Chairman as a true and accurate record of the previous meeting. The minutes will be signed by the Chair if the Clerk can agree a convenient and mutual meeting or when the parish council next meet in person.

20/74 DECLARATIONS OF INTEREST AND DISPENSATIONS:

Cllrs Chave & O'Driscoll – EDF/Hinkley Point Power Station matters.

Cllr Morgan – Planning

20/75 COUNTY COUNCILLORS REPORT:

Cllr Davies was warmly welcomed to the meeting. He highlighted several items which had been circulated to members since the last meeting:

- He welcomed the Slinky bus service returning to the parish and encouraged its use as if there is the demand it could be expanded. Stogursey being on a limb as far as their service provision he hoped that it would be well subscribed. He added that the information on their website is known to be out of date and that was being addressed as it will cause confusion, but the service is Wednesdays only and will serve to link the residents of the parish to Bridgwater.
- The school admission process was open for applications,
- The e-scooter trials starting in Taunton,
- In highlighted fines for contractors carrying out unauthorised roadworks,
- October is Black history month and he hoped that all appreciated the significance of marking the month,
- He welcomed the work of Sarah Littler, SCC, to obtain the orders for the new bridleway along the coast joining Steart, Stolford to Shurton and beyond,
- Stoptober is also to be encouraged to try and cut down on the unnecessary deaths from cancer,
- He welcomed the improvement in SCC finances as highlighted in a report recently published by independent auditors following 2019/2020's audit.

20/76 DISTRICT COUNCILLORS REPORT:

The Chairman highlighted actions undertaken about the mud on the roads across the parish. At a recent Planning Committee of the District Council which addressed the S106¹ agreement in respect of the

¹ [S106 Town and Country Planning Act 1990](#)

Tanyard development. He was concerned that S106 was being used to promote children's play provision in the parish rather than being used to help improve the mental health of the youngsters of the parish. He argued that at the Committee meeting, but the meeting has followed their policy that West Somerset is allocated S106 monies rather than Community Infrastructure Levy ² provision which is followed for planning applications approved in the old Taunton Deane area. It raised a discussion over their policy and the need for play provision over provision of services for young people, whether that be for mental health or transport to enable them to pursue other interests. Parish Priorities used to help steer S 106 provision for the parish, but that seems to have stopped.

The Chairman proposed that Stogursey Parish Council requests of Somerset West and Taunton Council that when deciding planning applications for the parish that they consider imposing a Community Infrastructure Levy ³ rather than making provision under S106 Town and Country Planning Act, which they do within the boundaries of the old Taunton Deane District Council. Cllr S Goss seconded his proposal. Carried Unanimously. He added that this may need the support of other parishes of the old West Somerset District Council area. **Action: Clerk**

20:09 Cllr David Fothergill joined the meeting.

20/77 ONE SOMERSET

Cllr David Fothergill, Leader of Somerset County Council addressed the meeting outlining the County Councils proposals for a single unitary authority for the County of Somerset and was questioned on the proposals by members and the relationship to the Stronger Somerset alternative proposals.

20:44 Cllr Fothergill left the meeting

20/78 FINANCE (The Clerk):

1. The list of invoices for payment and monies received, (Appendix 1) and the Financial Statement (Appendix 2) had been forwarded to members before the meeting and are attached to these minutes.
2. The Budget Monitoring Statement for the six months to 30.9.20 was presented by the Clerk and is attached to these minutes (Appendix 3)
3. Members were asked to note the outcome of the External Auditor's Report and the Certificate of the 2019/2020 accounts, which had been published on the parish website⁴.

There were no comments or questions raised. The Financial Statement, the Invoices for payment, the Budget Monitoring Statement and that the External Auditors Report was noted were all proposed for acceptance by Cllr S Goss and seconded by Cllr E Chave. They were carried unanimously, which all agreed. All payments will all be made online or by debit card.

20/79 DATE AND TIME OF THE NEXT MEETING:

Members debated the need to finalise the many items remaining on the agenda Cllr Ford asked if a physical parish council meeting might be held, but Covid implications and public access issues prevent at this time such a meeting.

It was agreed to meet again on **Wednesday 21st October 2020** at 7.00pm on the Zoom platform.

The meeting ended at: 20:59

Signed: (Chairman)

Date:

² [Community Infrastructure Levy Regulations](#)

³ [Guidance on Community Infrastructure Levy](#)

⁴ [Stogursey Online](#)

Schedule of Receipts and Invoices for Payment 13th OCTOBER 2020

Payments made since the last meeting on 8.9. 20

<u>Date</u>	<u>Payee</u>	<u>Details</u>	<u>Payment Detail Cheque no</u>	<u>Amount</u>
9.9.20	G Orchard	Stationary items	BP	12.08
9.9.20	HMRC	Employee tax August 20	DD	153.00
9.9.20	R Wand	ILCA Course Fee re-imbursement	BP	118.80
9.9.20	R Wand	SLCC New Clerk Course fee	BP	12.00
9.9.20	S Foster	Mow & Strim Churchyard - Sept	BP	185.00
9.9.20	G Orchard	Backdated Clerk salary	BP	80.22
9.9.20	R Wand	Clerk Salary's (Net) Aug & Expenses	BP	542.07
9.9.20	R Calvert	Refurbishment Burton Bus Stop	BP	53.00
9.9.20	Microsoft	Microsoft 365 Annual Subscription	DC	59.99
16.9.20	Greenslades	Lengthsman - August	BP	1776.00
16.9.20	Brissco Ltd	Perspex for Burton Bus Shelter	DC	387.12
17.9.20	GeoXphere	Parish Online Annual Subscription	BP	36.00
19.9.20	InkNToner	Epson Printer Cartridges	DC	36.58
23.9.20	S Foster	Churchyard Mow and Strim - Sept	BP	185.00
24.9.20	PKF Littlejohn LLP	External Audit fee	BP	240.00
29.9.20	IONOS	Website hosting October 2020	DC	5.99
4.10.20	Water2Business	Allotment Water Charge Mar-Sept	BP	181.25
4.10.20	SLCC	Annual Membership fee – Oct 2021	BP	136.00
4.10.20	Andrew Taylor	Defibrillator Fitment (The Babbling Brook, Shurton)	BP	160.00
4.10.20	Zoom	Monthly Subscription	DC	14.39
6.10.20	Seton Signs	Locating Signs for Defibrillator Stolford	DC	27.23
7.10.20	Cllr R Calvert	Paint for Burton Bus Shelter	BP	31.00

Payments due 13.10.20

<u>Payee</u>	<u>Amount £</u>	<u>Payment details Cheque no</u>	<u>Details</u>
R Wand	524.18	BACS Payment	Clerk Salary Sept 2020 (includes, expenses, less PAYE & Pension)
HMRC	125.00	BACS Payment	Employee tax (PAYE) Sept 20
NEST	35.23	Direct Debit	Employee & Employer Pension Contribution Sept 20
Information Commissioner's Office	35.00	Direct Debit	Data Protection Registration ZA793059 Annual Fee
IONOS	5.99	Debit card	Website hosting November 2020 (due 25.10.20)
Zoom	14.39	Debit Card	Monthly subscription (due 3.11.20)

Receipts Since last meeting

Bank Interest	-	September 2020	£ 0.50
Precept 50%	-	September 2020	£ 14,117.50
SCSN	-	SCF Grant for Share-a-Meal initiative	£ 2,500.00

STOGURSEY PARISH COUNCIL
FINANCIAL STATEMENT - AS AT 30 September 2020

Balances as per bank accounts 31.8.20

Treasurers Account	£2,392.22	
Deposit Account	£14,777.43	
Reserves & Grants Account	£46,270.25	<u>£63,439.99</u>

Plus Receipts - September 2020

Treasurers Account	£19,476.50	
Deposit Account	£10,000.12	
Reserves & Grants Account	£1860.38	<u>£31,337.00</u>

Less Payments - September 2020

Treasurers Account	£15,995.78	
Deposit Account	£0.00	
Reserves & Grants Account	£999.00	<u>-£16,994.78</u>

Balances as per bank accounts 30.9.20

Treasurers Account	£5,872.94	
Deposit Account	£24,777.55	
Reserves & Grants Account	£47,131.63	<u>£77,782.12</u>

Less unpresented cheques
 Plus uncleared credits

Available Funds at 30/9/2020

£77,782.12

Balance as per cash book

Treasurers Account	£5,872.94
Deposit Account	£24,777.55
Reserves & Grants Account	£47,131.63
	<u>£77,782.12</u>

Summary of Reserve Bank Account @ 30.9.20

1621.89	Ext Grant - Stogursey Oral History Project]
4159.27	Ext Grant - Castle St Flood Scheme]Not PC
226.84	Ext Grant - Castle St Flood Scheme Contingency]Funds
20035.00	Ext Grant - (from HPC) - Lenghtsman Scheme]
1860.00	Defibrillator Grant]
1305.37	Fingerposts project grants]
30.00	Allotment Refundable Deposits]
29238.37	Total External Grants	
113.26	Interest to 30.9.20	Reserves a/c only
3000.00	Multi Sports Area	
1250.00	SWTC Election Costs 2023	
600.00	Laptop	
2500.00	BRPA essential maintenance	
2000.00	Refurbish the Pound	
5000.00	Grounds and maintenance	
0.00	Youth Club Items	
2530.00	Litter bins - held in reserves for emptying costs	
900.00	Defibrillator (annual build-up of funds)	
17893.26	Total PC funds	
47131.63	TOTAL IN RESERVES' ACCOUNT	

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STOGURSEY PARISH COUNCIL
 BUDGET MONITORING STATEMENT
 30-Sep-20

ITEM	2019/20	2020/2021										
	ACTUAL	PRECEPT	TO DATE	BALANCE	Forecast							
1 VAT	3267	0	1760.42	-1760.42	0	208.47	301.85	130.02	1760.42	-1760.42		
1A VAT to be reclaimed	-3267	0	0.00	0.00	0				0.00			
2 Clerk - Salary (Incl PAYE)(before deductions)	8989	8950	6817.76	2132.24	10000	1612.80	1058.66	764.89	6817.76	2132.24		
3 Clerk Expenses (Travel, Office, Stationery, GIS)(2019/20)	287	0	0.00	0.00	0				0.00	0.00		
4 Home Office allowance	216	216	161.00	55.00	304	26.00	39.00	26.00	161.00	55.00		
5 Establishment charges	0	0	100.00	-100.00	100				100.00	-100.00		
6 Travel (Clerk & Councillors)	0	250	126.90	123.10	250	15.00	22.50	15.00	126.90	123.10		
7 Stationery & Postage	115	144	127.12	16.88	150	10.39		40.53	127.12	16.88		
8 Employer NIC contributions	67	150	284.46	-134.46	165	120.87	0.00	0.00	284.46	-134.46		
9 Employer NEST Pension contributions	0	0	138.48	-138.48	150	39.55	25.41	22.94	138.48	-138.48		
10 Chairman's Expenses	437	150	0.00	150.00	150				0.00	150.00		
11 Lap Top, Printer, Hard Drive (incl repair)	0	0	49.99	-49.99	100			49.99	49.99	-49.99		
12 Courses/Training	290	350	159.00	191.00	350		50.00	109.00	159.00	191.00		
13 Media and Communications (Inc. Welcome Packs & Website, Zoom)	70	500	143.13	356.87	500	16.98	11.99	21.97	143.13	356.87		
14 Audit (Internal & External)	213	450	230.00	220.00	250			200.00	230.00	220.00		
15 Insurance	654	655	666.45	-11.45	666				666.45	-11.45		
16 Hall Hire for meetings (VH, YC, School, St Audries)	220	200	190.00	10.00	200				190.00	10.00		
17 Burgage Rd Play Area Lease / Inspection reports	90	100	0.00	100.00	100				0.00	100.00		
18 Burgage Rd Play Area Maintenance	700	1000	520.50	479.50	1000		130.00		520.50	479.50		
19 Allotments (Water Charges)	135	0	0.00	0.00	150				0.00	0.00		
20 Allotments (Other)	86	750	560.00	190.00	750				560.00	190.00		
21 Dog bins (provision & emptying contract)	730	500	0.00	500.00	500				0.00	500.00		
22 Defibrillators	2800	0	103.80	-103.80	220				103.80	-103.80		
23 Parish Grounds & Maintenance (Cemetery clearance, Tower Hill grass)	626	3000	275.00	2725.00	3000				275.00	2725.00		
24 Grounds & Maintenance - Closed churchyard	2590	3000	2035.00	965.00	3000	370.00	185.00	555.00	2035.00	965.00		
25 Lengthsman	9805	0	6845.00	-6845.00	9805		2405.00	1480.00	6845.00	-6845.00		
25a Lengthsman - previously funded by EDF	-9805	0		0.00	-9805				0.00	0.00		
26 Amenity Enhancements:	0	500	412.69	87.31	500			375.60	412.69	87.31		

27	Amenity Enhancements - New Notice board	0	0	455.00	-455.00	1082		455.00		455.00	-455.00	
27a	New Notice board (Grant funding received)	0	0	0.00	0.00	-460				0.00	0.00	
28	Restoration of Parish Fingerposts Project	2115	0	0.00	0.00	0				0.00	0.00	
28a	Restoration of Parish Fingerposts Project (grant funded)	-2115	0	0.00	0.00	0				0.00	0.00	
29	Section 137 expenditure	156	500	181.86	318.14	500				181.86	318.14	
30	Subscriptions (Engage, SALC, GIS, ICO, SLCC)	399	570	404.34	165.66	570	362.34		30.00	404.34	165.66	
31	Grants requests - Youth Club	3500	3500	0.00	3500.00	3500				0.00	3500.00	
32	Grant requests - Misc	250	500	0.00	500.00	500				0.00	500.00	
			0	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	
33	- SCSN		0	4395.00	-4395.00	0		1695.00		4395.00	-4395.00	
33a	- SCSN (grant funded)		0		0.00	0				0.00	0.00	
	SUB TOTAL	23620	25935	27142.90	-1207.90	28247.00	2782.40	6379.41	3820.94	27142.90	-1207.90	
34	Reserve Fund - BRPA	500	500	0.00	500.00	500				0.00	500.00	
35	Reserve Fund - WSC Election Fees	250	250	0.00	250.00	250				0.00	250.00	
36	Reserve Fund - Multi Sports Centre	500	500	0.00	500.00	500				0.00	500.00	
37	Reserve Fund - Lap Top and Computing Eqpt	150	150	0.00	150.00	150				0.00	150.00	
38	Reserve Fund - Defibrillator	450	900	0.00	900.00	900				0.00	900.00	
	TOTAL PAYMENTS	25470	28235	27142.90	1092.10	30547	2,782.40	6,379.41	3,820.94	27,142.90	1,092.10	
		2019/20	2020/2021									
		ACTUAL	PRECEPT	TO DATE	BALANCE	Forecast						
		RECEIPTS £					JUL	AUG	SEP	to date	Balance	
		2019/20	2020/2021									
	ITEM	ACTUAL	PRECEPT	TO DATE	BALANCE	Forecast						
1	Precept	25250	28235	28235.00	0.00	28235			14,117.50	28235.00	0.00	
2	Bank Interest	33	0	13.92	13.92	35	2.84	2.24	0.50	13.92	-13.92	
3	Allotments	319	310	248.00	-62.00	296				248.00	62.00	
4	HMRC - VAT Reclaim	2987	0	3266.91	3266.91	3267				3266.91	-3266.91	
5	Ext Grant - Defibrillator	1400	0	1860.00	1860.00	1000			1,860.00	1860.00	-1860.00	
6	Ext Grant towards fingerposts project	3450	0	450.00	450.00	450				450.00	-450.00	
7	Ext Grant - Stogursey Community Support Network	0	0	6895.00	6895.00	2700	1,695.00		2,500.00	6895.00	-6895.00	
8	SWT Ext Grant - Noticeboard S106	3450	0	0.00	0.00	450				0.00	0.00	
9	Cancelled cheque (no 487 not presented)		0	30.00	30.00					30.00	-30.00	
	TOTAL RECEIPTS	36889	28545	40998.83	12453.83	36433	1,697.84	2.24	18,478.00	40,998.83	-12,453.83	

Lloyds Current Account Balance	5872.94
Lloyds Deposit Account Balance	24777.55
Lloyds Reserves Account Balance	<u>47131.63</u>
Total Cash at Bank	<u>77782.12</u>

Balance b/f 1 Apr 20	<i>63926.19</i>
Income to date	<i>40998.83</i>
	-
Payments to date	<u><i>27142.90</i></u>
	<u>77782.12</u>

<i>SUB TOTAL OF ACTUAL PAYMENTS</i>	<i>27142.9</i>
<i>LESS RECLAIMED VAT</i>	<i>-1760.42</i>
<i>LESS LENGTHSMAN FEES (GRANT FUNDED)</i>	<i>-6845.00</i>
<i>LESS OTHER GRANTS RECEIVED</i>	<i>-6255.00</i>
<i>TOTAL PRECEPTED PAYMENTS</i>	<i>12282.48</i>

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