



West Monkton Parish Council

Clerk to the Parish Council: Mrs. A Shepherd **Assistant Clerk Community** Mrs. K Welsh

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Parish Council website: www.westmonkton.net **Monkton Matters website:** www.monktonmatters.co.uk

2nd May 2023

I hereby give notice that the Annual Parish Council meeting of West Monkton Parish Council will be held at Brittons Ash Community Hall on **Tuesday 9th May 2023 at 7pm.**

Members of the public are encouraged and welcomed to attend this meeting either in person or virtually. To join the meeting virtually please use this link: <https://us02web.zoom.us/j/85705124629>

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless the Parish Council by resolution/s enters confidential session, when the public are lawfully excluded.

Public question time at this meeting will be held about 7.20pm. Members of the public are welcome to attend.

Amy Shepherd

Clerk to the Parish Council

AGENDA

- 1) To receive any apologies (with reasons), introductions with responsibilities;
Cllr Cavill
- 2) To note:
 - a) Declarations of Interest
 - b) Dispensation Requests
 - c) Amendments to the Register of Disclosable Pecuniary Interests
- 3) Election of Chairman **(R)**
- 4) Election of Vice Chairman **(R)**
- 5) Acceptance of Office forms to be received by Clerk from Chairman and Vice Chairman
- 6) To adopt the minutes of the Parish Council meeting on 25th April 2023 **(R)**
- 7) To review delegations:
 - a) To Clerk: In consultation with the Chairman, for grant of dispensations
- 8) To confirm dispensations:
 - a) MH1: All members of West Monkton Parish Council to allow them to participate in discussions in relation to MH1
 - b) MH2: All members of West Monkton Parish Council to allow them to participate in discussions in relation to MH2.
- 9) To review terms of reference for Committees and Working Party Groups:
 - a) Planning Committee: that in accordance with previous practice and to ensure that a quorum is achieved, all Councillors shall be members of the Planning Committee.
 - b) Audit Working Party Group: review / confirm members of the Audit Working Party Group.
 - c) BACH Committee: review / confirm members and confirm delegation to the Committee of the day to day running of the BACH will be by the BACH committee, minutes (including resolutions) to be ratified by WMPC.
- 10) To review and adopt
 - a) Current Standing Orders, Financial Orders and Code of Conduct, as available on West Monkton website **(R)**
 - b) Current policies including risk assessment, complaints / disciplinary / grievance policy, equality policy, training policy, grants policy, privacy policy, working party protocol, volunteering policies and safeguarding policy **(R)**
 - c) To record by Minute of Council that the conditions of the General Power of Competence are satisfied and that email service of agendas is acceptable **(R)**
- 11) To review/confirm representatives on external bodies: with reporting back to Parish Council
 - a) the Village Hall Management Committee
 - b) the Spital Trust

- 12) To discuss Councillor roles and responsibilities and agree:
Member responsible for: Footpaths, BACH Chairman, Allotments, Highways, Public Open Spaces/ Children's Play Areas and Recreation, Safe Routes to School, Community Liaison /Transportation and Local Government Re-organisation.
- 13) To note that the Register of Assets is up to date and is due for review in March 2024.
- 14) To confirm that the Council is insured with BHIB Limited and the policy is due for review / renewal on 1st June 2023.
- 15) To consider and confirm continuation of annual subscriptions to Somerset Association of Local Councils (SALC), Society of Local Council Clerks (SLCC), Community Council for Somerset (CCS) and CCS Buildings.
- 16) To note Clerk's report and Assistant Clerk (Community) report – no decisions.
- 17) Hestercombe LCN – Update
- 18) Somerset Council report – no decisions

Meeting will be adjourned

Public Question Time

Members of the public are invited to ask questions and raise issues, but please note, this is not a discussion forum.

Please make your wish to speak known to the Chairman or the Clerks before the start of the meeting. When called, please give your name. You have three minutes in which to speak.

Meeting will reconvene

19) Planning

- a) To consider any planning applications (listed on SW+T Council website) **(R)**
48/23/0012 Demolition of garage and store and erection of 1 No. dwelling with associated works on land to west of Quince Cottage, Noah's Hill, West Monkton (deferred from 25th April meeting, extension of time to make comments permitted until 10th May)
48/23/0020 Installation of dormer to garage to create a home office at 145 Bridgwater Road, Taunton
- b) To note that Planning decisions made are available on SW+T Council website filed under the application number

20) Community

- a) Update
- b) Feedback from Coronation Event

21) MH1 Update: POS / Sports Pitch transfer

22) Reports, including recent developments, matters to consider and decisions to be made:

- a) Bathpool Flood Warden: Mr Kevin Perry.
 - b) Councillors with roles of responsibility (not all Councillors will have a report to make)
Footpaths:
BACH:
Highways:
Safe Routes to School:
Public Open Spaces, Recreation and Children's Play Areas:
Transportation:
 - c) Communications Report: Update
 - d) GDPR – Update.
- Representatives on outside bodies/Response to Consultations:
- e) West Monkton Village Hall Management Committee;
 - f) The Spital Trust:
 - g) Any other events at which WMPC was represented.
 - h) Consultation responses to be developed / approved for submission: None

23) Finance

- a) Annual Governance Statement approval **(R)**
- b) Quotes, receipts and payments **(R)**
- c) Consider recommendations of the Audit Working Party **(R)**
- d) To receive budget monitoring report (incorporating BACH accounts)

24) Other matters for report only – items for discussion - no decision

- a) Items for next meeting agenda - by Monday 15th May 2023 or Monday 5th June 2023

25) Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2023: 13th Jun, 11th Jul, 8th Aug, 12th Sep, 10th Oct, 14th Nov, 12th Dec

Fourth Tuesday in the month (Community / project focused meeting)

2023: 23rd May, 27th Jun, 25th Jul, 26th Sep, 24th Oct, 28th Nov.

Audit Working Party: 21st July 2023 at 9.30am (Virtual)

Annual Parish Meeting: TBC March 2024 at 7pm

BACH committee 25th May 2023 at 7pm

Budget and Precept TBC November 2023

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

(R) = Resolution to be considered / required.