



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 10th January 2023 at 7.00pm.

Present: Cllrs Besley, Cavill, Ellis, Elliston, Gage, Hall, Haskins, Hope and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs K Welsh Assistant Clerk Community, Mr K Perry, Bathpool Flood Warden, Cllr David Fothergill, SCC County Councillor, Daniel Moncrieff, SCC and Alyson Richardson, Homes and Horizons.

Before the Parish Council meeting commenced Daniel Moncrieff, Somerset County Council provided an overview of the Monkton Heathfield Home for Children in Care.

The home is being delivered in partnership with the Shaw Trust to provide a home for children and young people with complex needs. There are approximately 450 young people in SCC care, most of these are in foster care or are housed with independent fostering agencies. Between 40-60 young people in Somerset have more complex needs and residential homes are required for them. If homes aren't provided in Somerset, then the young people could be housed anywhere across England. Each home will house 2-3 young people. There is always 2 members of staff on site to support the young people.

The building work required on the Monkton Heathfield Home is due to be completed on 20th January and furniture will then arrive. Ofsted will inspect the home on 24th January and will inspect it every 6 months thereafter. The first young person will arrive on 24th January, once they are settled a second and third young person will move to the home in the spring and summer.

Contact details of Daniel Moncrieff and the Home Manager were provided at the meeting should any concerns or queries arise.

339/22 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Andrew Pritchard, District Councillor.

340/22 To note

- a) Declarations of Interest: No change.
- b) Dispensation Requests: None
- c) Amendments to the Register of Disclosable Pecuniary Interest: None had been notified to the Clerk.

341/22 To adopt the minutes of the Parish Council meeting on 13th December 2022

The minutes from the Meeting of the Parish Council on 13th December 2022, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 13th December, proposed by Cllr Hall, seconded by Cllr Gage and agreed by show of hands.

342/22 To note Clerk's report and Assistant Clerk (Community) Report

Clerk's Report:

Parish Administration:

- Actions from the last meeting / issues arising:
 - Contacted Spital Trust regarding alternatives to stone wall where bus shelter removed – response awaited.
 - Contacted Persimmon regarding management of Hartnells Arboretum – response awaited.
 - Completion of Monkton Inn Community Asset nomination form and developed supporting information / plans.
 - Response received from Wessex Water regarding progress with inspecting Attenuation Ponds:
"Thank you for your email, I can now confirm that Wessex are in regular meetings with the developers and actively working with them to move these schemes forward. Unfortunately due to GDPR we cannot go into too many details however please be assured we are working to get the whole area to full adoption as soon as possible".
 - Requested traffic counting data collected by SCC from Andy Coupe.
 - Contacted the new occupants of the Monkton Inn to see if they would be willing for a defibrillator to be installed on an outside wall.

Finance / Payroll:

- Making payments / placing orders.
- Managing / inputting Accounts using Scribe.
- January payroll and finance reports.
- Quarter 3 finance reports / bank reconciliation / VAT return.
- Finalised 2023/24 budget and submitted precept demand.

Planning:

- Updating Planning Log with planning decisions / conditions weekly.
- Preparation of PowerPoint presentation in respect of planning applications received for PC meeting and submission of agreed response to planning applications.

MH1:

- MH1 S106 Agreement Variation – chased progress with solicitor
- Reported ERR lighting to Persimmon – response awaited.

MH2:

- Attended meeting on 16th December with SWT / Developers Consultant.

BACH:

- Hearing loop installed on 23rd December.
- Updated calendar of regular bookings on website.
- Manning the warm hub and helping with Community Café.
- Next BACH Committee Meeting to take place on Thursday 19th January 2023 at 7pm

Meetings last month:

6th December – Agenda run through meeting
 6th December – Budget / Precept Meeting
 7th December – LGR Session
 13th December – PC Meeting
 16th December – MH2 Meeting
 19th – 21st December – Annual Leave
 23rd December – Hearing Loop Install at BACH
 28th December – Warm Hub

Meetings this month:

3rd January – Agenda run through meeting
 4th January – Country Park Working Group meeting
 10th January – Parish Council Meeting
 17th January – Agenda run through meeting
 18th January – MH2 Meeting
 19th January – VAT Training
 20th January – Audit Working Party Meeting
 20th January – Community Transport Meeting
 24th January – Parish Council Meeting

Assistant Clerk (Community) Report:

Community - General

- Monkton Matters – keeping MM up to date with new news and events as and when required. Sharing articles on Facebook pages.
- Updated Community Matters article and shared on Monkton Matters, Facebook and noticeboards.
- Covered the warm hub on Tuesdays and Wednesdays, currently very quiet.
- Run Community Café at the Stay and Play group
- Supported Sarah Tudor who has provided meals from the BACH over the Christmas period. Attendance started low but improved and we supported approximately 4 families and a few individuals. Sarah paid for all food personally and wanted to gift this to this cause. We plan to run this again next year.
- Advertised schedule for Christmas meals on social media, with the local schools and hand delivered to targeted areas in the parish.
- Responded to enquiries/requests via Facebook and by email to those in the community.
- Regular trips to Bookers to restock for the community café/garden and fridge.
- Attended Christmas Band night which was excellent although not full to capacity.
- Currently reviewing our Safeguarding Policy following meeting with Leonie at Spark.

- Nick Margison from SCC to come and talk to the Parish Council about a Community Transport Scheme for West Monkton Parish.
- Applied for funding for Emergency Planning items and liaising with funders about what they require and what they are able to fund. Organising Meeting with Nicola Dawson to discuss with Parish Council in more detail.
- Publicised and organised drop of food to make up food parcels through the winter. Two parcels delivered to local families.

Community Fridge

- Coordinating and managing volunteers, cleaning rotas and pickups.
- Community Fridge had some days of closure over the Christmas period, although volunteers kept this to a minimum. On the days of closure one of the volunteers organised for the food from the Coop to be delivered to the local church in Creech and also to a local homeless charity in Taunton.
- Appointed and supporting volunteer coordinator who is taking on more of a role at the Community Fridge, covering Facebook posts, promotion and signs at the fridge to encourage the community to follow rules and be respectful.
- Keeping in touch with volunteers to keep them updated and involved.
- Recruited an additional volunteer for the Community Fridge
- Ensuring volunteers photograph donations each day and keeping them stored on the shared folders for Environmental Health.
- Responding to complaints and concerns about community fridge users.
- Forwarded an order for a No Smoking sign for the Community Fridge
- Ordered new scales for Fridge
- Issues with lock of door at fridge – needs to be looked at as well as closing up the bottom of the fridge door.

Community Cafe

- Running a weekly Community Café at the BACH over the school pick up period. Opportunity to meeting with the public to share concerns and to socialise.
- Meeting place for potential and existing volunteers to support, recruit and get feedback about the volunteering.
- Promote community events here.
- Tony Wearmouth PCSO to drop in and run any events here and Village Agent (New village agent appointed, waiting to hear who) attending regularly to meet clients and run drop ins monthly.
- A group of young people have become regular attenders of the café and they come after school for a hot chocolate.
- The café has been quieter this month although young people from years 5 and 6 arrived at 3pm and we have a busy hour at the end.

Community Garden

- Community Garden group meet regularly at the BACH
- Cllr Paul Elliston works with this group regularly who have grown a number of different veg which have supplied the Community Fridge.

Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with a number of clients via the village agent in the community.
- Employed a young volunteer to help me set up the Community Café and Stay and Play on a Thursday morning, started 7/12/22.
- Delivery of personalised Christmas Cards to volunteers
- Set up a spreadsheet to log all details of volunteers for easy access to any information required

General PC

- Attended PC meetings
- Attended one agenda run through meetings
- Created communications and clerk community report
- Attended Cheddon Fitzpaine Parish Council Meeting

343/22 Local Government Reorganisation update

Cllr Fothergill provided an update on progress with the Local Government Reorganisation; vesting day is still 1st April, lots of work is underway including aligning policies across Somerset e.g. in respect of housing provision.

Appointment of tier 2 officers is taking place now, tier 3 will follow in the next 6 weeks, the recruitment process has been delayed and that means that those in tiers 4, 5 and 6 don't know if they are at risk or not.

The LCN papers which will be considered by SCC Executive next week have been published, the LCN for West Monkton incorporates Broomfield, Cheddon Fitzpaine, Creech St Michael, Durston, Kingston St Mary and North Petherton and is called 'Hestercombe'. The proposed LCN is a good model for West Monkton. After Executive, the LCN paper will be considered by Full Council at the end of February.

The position in relation to the Taunton Town Council and Cheddon Fitzpaine PC remains the same, a decision as to whether there is a case is expected by the end February. If there is a case, the whole process of establishing the Town Council could stop.

344/22 SCC Report

Cllr Fothergill reported on the following:

Budget – the 2023/24 budget has been published. Reserves are being used to balance the budget.

Buses – single rate bus fare of £1.00 for Taunton is in place. The fare is £2 for locations further afield.

Primary School Applications – the deadline for applying for a primary school place is 15th January 2023.

Vaccinations – flu and Covid jabs are available. There has been a rise of Covid in Somerset.

Prosecution – Virgin Media have been prosecuted for road offences.

New Coroner – appointed for the County.

Cllr Cavill reported on the following:

Ukrainian Refugees – there have been 1360 arrivals in Somerset, 985 have been placed, there are 734 sponsors, 728 property checks have taken place, 768 DBS checks and 1342 welfare checks – an incredible amount of work has gone into housing Ukrainian refugees in Somerset. A Welcome Hub is also available in Taunton. A Transport Grant Scheme is in place to help transporting Ukrainians over 5 years of age e.g. with school travel. The thank you payments are being continued beyond 1 year.

345/22 SW+T Council Reports

Cllr Cavill reported on the following

Planning Committees - will continue in much the same manner as they are currently. Local Plan for the area will continue possibly for the next 4 years. The new Local Plan for the County is four years away. SWT Local Plan likely to be tested as a result by developers, particularly around 5-year land supply. SWT currently has just over 5 years of land supply.

IT Systems – being switched off on 19th January when they come back on, they will be linked with Unitary system. Emails should still get through – any problems let Cllr Cavill know.

Phosphate Mitigation - SWT has 73 kilos of phosphate mitigation available which could enable the delivery of 500 -700 homes.

346/22 Chairman's Parish Asset Report

Cllr Haskins raised the following issues in the Parish:

- Bawler Road – sign knocked over and one of the white bollards is damaged. Clerk to report to Persimmon.
- School Road with Milton Hill – bollards are damaged. Clerk to report to SCC Highways.
- Bench at Platinum Walk – soft wood slats are broken. Clerk to report to Persimmon.
- Land allocated for school pitch – fly tipping evident – Clerk to report to Redrow and request an update on the installation of the fencing around the pitch.
- Milton Hill and School Road – pavements are in a poor condition. Clerk to report to SCC Highways and send a copy of the picture to Cllr Fothergill to follow up.
- Church Hill – brambles / overgrown. It was agreed to take no action.
- Water leaks and pot holes around the parish – all reported to Wessex Water / SCC Highways.
- Gullies remain blocked. Cllr Fothergill confirmed that he has reported these.

Public Question Time

Cllr Gage raised the MH1 Attenuation Ponds and the response received from Wessex Water claiming that information about progress with their inspection could not be shared with the Parish Council due to GDPR.

Clerk to forward email from Wessex Water to Cllr Fothergill to take up.

Cllr Hope expressed concerned about protection and safety measures that should be in place around attenuation ponds.

Matter to be discussed further at the next meeting. Clerk to add an agenda item.

Cllr Besley reported that the Carol Singing in West Monkton Village made £500.00 for a local Homeless Charity.

347/22 Planning

a) To consider any planning applications (listed on SW+T Council website)

Cllr Tully did not take part in any discussions regarding the planning applications to avoid fettering his discretion as a member of the SWT Planning Committee.

48/22/0079/CQ Prior approval for proposed change of use from agricultural buildings into 2 No. dwelling houses (Class C3) and associated building operations at Hill Farm, Hill Farm Road, West Monkton.

Cllr Cavill declared a prejudicial interest in respect of the application and left the meeting whilst the application was discussed. The Parish Council agreed to make no comments in respect of the application.

48/22/0074 Installation of packaged gas cooler, 2 No.AC units stacked vertically with 2m high timber hit and miss fence with access door and 1.1m high Armco barrier with 1m high bollards in front at Tesco Express, 138 Bridgwater Road, Bathpool
The Parish Council supports the granting of permission and has the following comments to make in respect of the application:

- The Parish Council has concern about any potential noise nuisance that the air conditioning units may cause for neighbouring residential properties and suggests that a sound proofed building is constructed to house the units to reduce any potential noise nuisance.

48/22/0081/A Display of 2 No. non-illuminated banner signs at Aldi, 86 Bridgwater Road, Bathpool (retention of works already undertaken).

The Parish Council objects to the granting of permission for the following reasons:

- The signs are no longer needed now that the Creech Castle works have completed and the road has been reopened.
- Two signs at the location are considered to be excessive.

b) To note that Planning decisions made are available on SW+T Council website filed under the application number

48/22/0070/CQ Application for Prior Approval for proposed change of use from agricultural building to 2 No. dwelling houses (Class C3) and associated building operations at Quantock Farm, Quantock Lane, West Monkton – Withdrawn. Noted.

348/22 MH1 POS adoption and Sports Pitch transfer: Update

Clerk confirmed that there was no further update but that she is continuing to chase the solicitors. Clerk to email solicitor and chase again and confirm that the continued delay may result in another missed year for the delivery of the sports pitches and that Persimmon will need to ensure that grass cutting contractors are commissioned to cut the grass from April. Arrangements for managing the ragwort will also need to be in place.

349/22 Highways Update

Cllr Besley reported that following the meeting with SCC Highways on 30th November, it has been confirmed that the 20mph speed limit and weight restriction will become permanent measures.

The traffic modelling data has not been received yet from SCC Highways.

A response is also awaited from SCC about the wording of the S106 agreement and if the money allocated can be used for other traffic mitigation measures.

Any measures proposed will need to be consulted upon with the Community.

Clerk to ask Andy Coupe at SCC for an update / further meeting. The possibility of erecting build outs on Monkton Heathfield Road needs to be discussed now that the permanent speed and weight restriction orders are in place.

350/22 MH2: Feedback from meeting on 16th December 2022

Cllr Haskins, Cavill and Besley provided feedback from the meeting. A new Masterplan without a relief road is in the process of being developed. The next meeting is scheduled to take place on Wednesday 18th January at 11.30am. Cllrs Besley and Haskins to attend.

Clerk reported that following a request that was made at the 16th December meeting, a Design Workshop has been scheduled to take place on Friday 3rd February at 10.30am at Creech St Michael Village Hall. Up to 4 Councillors in addition to the Clerk can attend. Cllrs Haskins, Hall, Hope and Gage to attend on behalf of the Parish Council.

351/22 Community

a) Update

Assistant Clerk Community provided an update on the following:

Community Fridge

A meeting has taken place with the Co-op Pioneer about funding. There is a need to promote the Co-op membership and the community fridge as a cause. Assistant Clerk Community suggested placing a banner outside the fridge. Assistant Clerk Community to make enquiries about the cost of the banner and find out if there is a maximum amount of funding available.

Enquiries are being made about extending pick-ups, from Costcutter on Cheddon Road and One Stop.

Cllr Elliston advised that the Bathpool Chapel may be willing to house an additional fridge if the Community Fridge runs out of space in the future.

Assistant Clerk Community advised that groups like Ed-venture are asking for information about how the Community Fridge was set up.

Warm Hub

The Warm Hubs aren't being used very much. It was agreed to stand down the Warm Hub as required but with the option of re-starting them if there was a demand or if the weather gets colder in the future.

Food Parcels / Donations

Three food parcels have been given out. Food donations have been received and there is enough for another couple of parcels. Further promotion about the community making food donations is going out.

Community Quiz

The next Community Quiz is taking place on 25th January at Tacchi Morris.

Community Events

Assistant Clerk Community suggested some events that could take place in the Country Park in Spring / Summer including an Easter Egg Hunt, Dog Show and an event to mark the Kings Coronation and the official opening of the park. The events will need to self-funding. Cllr Hall suggested checking the wording of the lease to ensure there isn't a restriction on events that can take place. Assistant Clerk Community to start making enquiries. St Giles may run the dog show. Establishing an Events Committee was identified as a good way forward.

Community Transport

A meeting has been arranged with an officer from SCC on 20th January at 10.30am.

Repair Café

Assistant Clerk suggested starting a repair café to run alongside the Community Café perhaps once a month. Assistant Clerk Community to put out a call out for volunteers.

Cllr Haskins asked if a read only Parish Council Calendar of events could be developed. Clerk to make enquiries.

Annual Parish Meeting

A save the date has gone out to all volunteers. The meeting will be focused on celebrating the work of volunteers in the Community. Assistant Clerk Community to look into certificates for volunteers.

Cllr Haskins raised the content of the village news and asked if a schedule of activities that are on at the BACH could be included, in the same way that it is for the Village Hall and also asked if the contact details and websites could be updated on the first page.

Clerk to request these changes for the next edition of the Village News.

Youth Club

Cllr Elliston provided any update on the youth club and confirmed that a meeting is going to be arranged for the trustees / volunteers. How the Youth Club is run and organised was discussed. It was acknowledged that the PC supports the Youth Club by allowing the use of the BACH for no charge. This arrangement will continue as long as the Youth Club is of benefit to the community. Cllr Elliston to provide a further update after the Youth Club meeting.

b) Community Garden update

Cllr Elliston reported that a Community Garden Volunteer Group meeting was scheduled to take place the next day and a full update would be provided at the next meeting.

c) Planting SWT Free Trees

Cllr Haskins confirmed that he is holding the trees, a plan of where to plant them is needed and a party of people to plant them. Cllr Haskins to heal the trees into the ground for now.

d) Emergency Planning Update

Assistant Clerk Community reported that the meeting on 17th January at 3.30pm is still to be confirmed and may take place on an alternative date later in the month.

Cllr Elliston confirmed that a Grit Bin isn't located at Roys Place. Clerk to gather some quotes for the installation of one.

352/22 Country Park Update

Cllr Hall reported that a meeting of the Country Park Working Group took place last week. PCSO Sam Bushen was in attendance. Now looking at ways of putting CCTV or other security measures in place. In the interim the benches and bottom wood panels will be removed and stored in the BACH storage container.

Cllr Hall raised the issue with the entrance on Maidenbrook Lane and shared a picture of mud that is being washed down the track and onto the road. It was agreed to clear the mud for now and look into installing a gully with drainage into the country park field to avoid water flowing down the track. Cllr Hall to develop drawings of the proposal.

Cllr Hall also reported that the two benches are now in place.

353/22 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry.

Kevin Perry reported on the following:

During December and early January the River Tone was on flood alert seven times. The Tone remains on flood alert now and further heavy rain is forecast over the next couple of days.

On 19 and 20th December – the old River Tone level went up by over 2 metres. The relief pump from November is still in place and hasn't been taken away. The relief pump has been on 8 times for a total of 120 hours (five full days of pumping). This adds argument to the need for a permanent pump to be sited.

On 7th January water got into the back gardens of Bridgwater Road and Yew Tree Lane and the relief pump broke down. Another pump was delivered the following day. Every house has stayed dry but not the gardens.

Clerk to follow up the planned spend of the Hartnells S106 contribution with the Environment Agency.

b) Councillors with roles of responsibility (not all Councillors will have a report to make)

Footpaths: Cllr Gage

Cllr Gage confirmed that he had nothing to report.

BACH: Cllr Gage

Cllr Gage reported that a toilet handle had broken again and that there had been a water leak in the disabled toilet – these have both been repaired. Cllr Gage requested authorisation to offer to pay for a meal for Maggie and Gordon Little up to the value of £100.00 in recognition of all the work they do supporting the BACH. The expenditure was authorised and will be paid from BACH funds.

Highways: Cllr Besley

Cllr Besley confirmed that he had nothing to report

Safe Routes to School: Cllr Tully

Cllr Tully confirmed that he had nothing to report.

Public Open Spaces, Recreation and Children's Play Areas: Cllr Hope

Cllr Hope confirmed that he had nothing to report

Cllr Elliston reported requests received from families in West Monkton village for play equipment. Clerk to approach the Monkton Inn to see if they would give permission for some equipment to be installed.

Transportation: Cllr Elliston

Add to agenda for the next meeting

c) Communications Report: Update

Parish Council Website

- Regular updates to Highways (including road closures), Planning, Finance and Parish Council carried out.

Parish Council Facebook Page:

- Page likes / followers now at 975
- 15800 post reach
- 2700 post engagements
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 293
- 16 new articles added in November
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 638 post reach
- 201 post engagements
- Business directory has details of 15 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 822
- 5512 post reach
- 2757 post engagements

Village News Contribution

- Developed by the Clerk's.

Noticeboard Updates

- Updated noticeboards

d) GDPR

Nothing to report

Representatives on outside bodies/Response to Consultations:

e) West Monkton Village Hall Management Committee; Cllr Tully to report

Cllr Tully reported that the meeting of the Village Hall Management Committee had taken place on 9th January. The Committee will be proceeding with the proposed work to insulate the roof and further information will follow / an update will be provided shortly.

f) The Spital Trust: Cllr Ellis to report.

Cllr Ellis reported that the Spital Trust had obtained an alternative quote for a stone wall to be erected where the bus shelter was. The quote is for £2,000. A response from the Spital Trust will follow. The Spital Trust feel that the Parish Council is responsible for erecting a stone wall following the removal of the old bus shelter.

g) Any other events at which WMPC was represented;

No other events

h) Consultations

No consultations

354/22 Finance

a) Finance Report:

Quotations and Updates:

- Clerk to gather quotes for servicing the mower from Howards and Bridgwater Mowers for consideration at the next meeting.
- CIL projects
 - Oak Posts at Cherry Grove Crossroads
Prices for replacement timber posts:
Option 1:
Six Fresh Sawn Oak posts 1050x 120 x 120mm, peaked tops supply only. Lump Sum £390.00 (£65 each) plus VAT.
Option 2:
Somerset Timber £24.00 per metre +VAT.
Option 3:
Soft wood approximately £30 for a 2.4 metre length. Three lengths required. Total cost approximately £100.00

Lengthsman to carry out work.
Resolution to accept quote for Option 2
Proposed by Cllr Hall, seconded by Cllr Elliston and all agreed by show of hands.
 - Refurb of St Quintins play area agreed and scheduled to be done by DLO this financial year. Progress update requested.
 - Refurb of Meadway play area will be part of SWT scheduled maintenance this financial year. No cost to PC. Progress update requested.
- Insulate roof at Village Hall, under discussion, waiting for further info and description of grant chasing efforts from Village Hall Management committee. Info sent, with link to site, to VH committee from Rural Grants Directory section on Village Halls.
- Environmental

Quote for Farriers Green ramp by DLO accepted, but M Davies no longer in role at SWT so may be a delay. Progress update requested.

Receipts and Payments

Information relating to named, or otherwise identifiable, individuals is confidential and has been redacted in documents placed in the public domain.

Receipts

Interest Lloyds	£5.67
Nationwide	£61.29

PSDF	£167.36
Allotment Rents	£120.00
WPA Grant (Community Garden)	£2000.00
Donation Alan Hall (Country Park Bench)	£350.00
Donation Taunton Military Wives Choir (Country Park Bench)	£350.00

ADOPTED - REDACTED

Payments

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
To authorise payment of:						
A Pritchard litter picking	XX.XX	No vat	XX.XX	d-d	Salaries and expenses	Wages pd into pension, see below
Employee pension contributions	128.92	No vat	128.92	d-d	Salaries and expenses	Pension contributions
Employer contributions	96.69	No vat	96.69	d-d	Salaries and expenses	Pension contributions
A Shepherd Clerks salary SCP31	XX.XX	No vat	XX.XX	bacs	Salaries and expenses	Clerk's Salary
K Welsh assistant clerk-community salary SCP 27	XX.XX	No vat	XX.XX	bacs	Salaries and expenses	Assistant Clerk Community Salary
HMRC Tax and NI Contributions	1215.43	No vat	1215.43	bacs	Salaries and expenses	Tax and NI Contributions
A Shepherd homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Homeworkers allowance
K Welsh homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Homeworkers allowance
Business all about you Climate Initiative PR WMPC 24	150.00	No vat	150.00	bacs	Environmental and Open Spaces	Environmental / Community
QSSIT regular maintenance / monthly sub	33.90	6.78	40.68	bacs	IT and Communications	IT
QSSIT Office 365	22.96	4.59	27.55	Bacs	IT and Communications	IT
Expenses claim A Shepherd (Travel)	45.90	No vat	45.90	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim K Welsh (Travel)	146.25	No vat	146.25	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim P Elliston (Community Garden)	120.41	No vat	120.41	Bacs	Community Infrastructure Levy	CIL Expenditure
Somerset Timber Services Ltd (Country Park Benches)	700.00	140.00	840.00	Bacs	Community Infrastructure Levy	CIL Expenditure
Expenses claim K Welsh (Community Café sundries)	38.54	1.84	40.34	Bacs	BACH	Community Event / Initiative
Expenses claim B Gage (Cistern replacement, kettle and mop/bucket – BACH)	53.92	No vat	53.92	Bacs	BACH	Other supplies / equipment
Expenses claim B Gage (Mileage)	14.40	No vat	14.40	Bacs	Salaries and expenses	Councillor expenses
M Besley (Country Park)	303.88	No vat	303.88	Bacs	Country Park	Country Park
PCC West Monkton (Burial Ground Maintenance)	1840.00	No vat	1840.00	Bacs	Burial Ground	Burial Ground Maintenance
Expenses claim S Haskins (fence paint)	34.60	No vat	34.60	Bacs	Environmental and Open Spaces	Environment / Community
SWT (Grass Cutting and Dog Bin Emptying Q3)	1081.74	216.35	1298.09	Bacs	Environmental and Open Spaces	Dog bin emptying and grass cutting
Kevin Smith (A Minor Crisis – Christmas Band)	200.00	No vat	200.00	Bacs	Youth and Community	Youth and Community
To note payment of:						
Expense claim K Welsh (Food boxes)	197.32	26.11	223.43	Bacs paid	Youth and Community	Youth and Community
Direct Debit						

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Invoice Tailored Auto Enrolment 9138 29/12/2022 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Workplace Pension Management
Invoice SWS 111508 2/1/2023 maintain gsuite	59.80	11.96	71.76	DD PAID	IT and Communications	Communications
Invoice SWS 111464 web-lite hosting (MM) and standard mailbox 20/12/2022	23.00	4.60	27.60	DD PAID	IT and Communications	Communications
Invoice SWS registration / renewal of .net domain westmonkton.net	22.00	4.40	26.40	DD PAID	IT and Communications	Website

Any other invoices received before the next meeting will be added. Payments by bacs wherever possible.

Resolution: to authorise payments and note payments made during the month described above:

Proposed by Cllr Hall, seconded by Cllr Gage and all agreed by show of hands.

Transfer between accounts

None

b) Budgeting Report (incorporating BACH Accounts)

The budgeting report for the accounts to the 31st December were circulated in advance of the meeting and noted.

355/22 Other matters for report only – items for discussion - no decision

a) Items for next meeting agenda - by Monday 16th January 2023 or Monday 6th February 2023

Noted

b) 2022/23 Annual Report – contributions from Councillors

Councillors to send their contributions to the Clerk.

356/22 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2023: 14th Feb, 14th Mar, 11th Apr, 9th May, 13th Jun, 11th Jul, 8th Aug, 12th Sep, 10th Oct, 14th Nov, 12th Dec

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

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

Audit Working Party: 20th January 2023 at 9.30am

Annual Parish Meeting: 21st March 2023 at 7pm
BACH committee 19th January 2023 at 7pm
Budget and Precept TBC November 2023

Meeting finished at 10.10pm



Signed Chairman:

Date: 24th January 2023

ADOPTED - REDACTED