



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 11th October 2022 at 7.00pm.

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

In attendance: Mrs A Shepherd, Clerk, Mrs K Welsh Assistant Clerk Community, Mr K Tutill, NP Delivery Group Chairman and 5 members of the public.

263/22 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Hall, Sammie Millard-Jones, Clerk Cheddon Fitzpaine Parish Council, Mr K Perry, Bathpool Flood Warden, Cllr David Fothergill, County Councillor and Cllr Andrew Pritchard, District Councillor

264/22 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.

265/22 To adopt the minutes of

a) the Parish Council meeting on 27th September 2022

The minutes from the Meeting of the Parish Council on 27th September 2022, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 27th September, proposed by Cllr Hope, seconded by Cllr Besley and agreed by show of hands.

b) the BACH Committee meeting on 7th June 2022

The minutes from the Meeting of the BACH Committee Meeting on 7th June 2022, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the BACH Committee meeting on 7th June, proposed by Cllr Gage, seconded by Cllr Ellis and agreed by show of hands.

266/22 To note Clerk's report and Assistant Clerk (Community) Report

Clerk's Report:

Parish Administration:

- Actions from the last meeting / issues arising:
 - Storage Container for BACH Car Park ordered, invoice in finance report. Unit will be delivered 10 days after receipt of payment.
 - Responded to Andy Coupe re traffic monitoring / bus gate and meeting arranged for 11th October at 4pm.
 - Requested a meeting with Persimmon / Redrow / the Planning Consultant re the MH2 planning application – no response received.
- GDPR Data Audit reviewed by the Clerks.
- Village news contribution
- Finance / Payroll:
 - Managing / inputting Accounts using Scribe.
 - October payroll and finance report.
 - Asset Register reviewed for approval.
 - Q2 VAT Claim submitted.
 - 3 grant applications have been received so far, to be considered by the Audit Working Party and recommendations will be made for consideration by the PC.
- 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 Meeting on 3rd October, notes / actions. Tracked changes and comments added to proposed agreement returned to Simon Fox at SWT with a list of outstanding issues on MH1. Simon Fox has suggested that the PC meets with Persimmon to bottom out the queries.
- Followed up Persimmon / Redrow regarding removal of waste left from travellers – no response received.

Highways:

- SID installed at Goosenford.

BACH:

- Richard and Jane Doble have decided to stop volunteering on the BACH Committee.
- Tricia Cavill has agreed to volunteer on the BACH Committee.
- Hearing loop ordered following agreement of the quote at the last PC meeting. Installation scheduled to take place on Tuesday 8th November.
- BACH Committee Meeting on 4th October, following items agreed:
 - Junior Football Use of the School Playing Fields – Ruishton Youth FC will be using the BACH Committee Room, Kitchen and Toilets for fixtures once a month from October to April – BACH Committee have agreed to reduce the hire costs for the club.
 - Quote for replacement alarm panel agreed – enabling 50 fobs – order placed.
 - £15.00 donation from hirer to the Community Fridge who cancelled their booking scheduled for the day of the Queen's Funeral.
 - Next Committee Meeting to take place on Thursday 19th January 2023 at 7pm

Meetings last month:

5th September – Agenda run through meeting
 5th September – Connecting our Garden Communities Online Session
 6th /7th September – Annual Leave – Training
 12th September – Meeting with Simon Fox, SWT at 4pm
 14th September – LGR Clerks Session
 15th September – SWT Planning Committee Meeting – MH2 application
 16th September – Stewardship Development Meeting at SWT
 22nd / 23rd September – Annual Leave
 27th September – PC Meeting
 28th September – LGR Clerks Session
 29th September – SWT Full Council – CGR item

Meetings this month:

3rd October – Meeting re MH1 S106 Variation Application
 3rd October – Country Park Working Group Meeting
 4th October – LGR / Unitary Conference
 4th October – BACH Committee Meeting
 5th October – SCC Full Council Meeting – CGR Item
 10th October – Scribe Training on Budgeting and Planning
 11th October – SCC Highways Meeting
 11th October – PC Meeting
 12th October – LGR Clerks Session
 18th October – Agenda run through meeting
 21st October – Audit Working Party Meeting
 25th October – PC 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. Promotion of Monkton Matters online and at events.
- Attend monthly school council meetings starting from September
- Started New Community Matters Newsletter to update on events in the community for Monkton Matters, facebook and noticeboards.
- Have information pack from Somerset Council about setting up a community transport scheme and passed this to Cllr Paul Elliston about options for Community Transport going forward.
- Researched Stay and Play Groups and costs and liaised with parents about equipment needed, put together a proposal for the Parish Council, who have agreed to help pay for start up costs and offer free hire of the BACH.
- Created a survey for parents to state their preference for Stay and Play Group, day and time now set for Thursdays at 10.30am.

- Unfortunately we had to cancel the Community Quiz at the Tacchi Morris due to insufficient numbers.
- Discussion with Cllr Paul Elliston about issues with the Youth Club, who need support with promotion and to increase numbers in attendance. This was raised at the WMPC meeting and they are happy for this to be supported to increase numbers and increase promotion.

Community Fridge

- Organised and arranged for new pick up location at Priorswood, which the volunteers now collect from on a daily basis along with Monkton and Cheddon Coops.
- Coordinating and managing volunteers, cleaning rotas and pick ups.
- Liaised with volunteers and have arranged new rota to include later opening hours and earlier closing to try to limit the issues we have with young people who arrive on the buses to and from school and also to consider security and safety through the winter period.
- Contacted Fareshare again and awaiting further news about membership.
- Meeting regularly with volunteers to keep them updated and involved.
- Met and recruited new volunteers for the community fridge.
- Met with one of the volunteers to discuss her taking on further responsibility and she covered for me while I was on holiday and all ran well so will look to increase her tasks to decrease mine.
- Replenishing logging forms in community fridge and keeping paperwork up to date.
- Ensuring volunteers photograph donations each day and keeping them stored on the shared folders for Environmental Health.
- Promoting new initiatives via social media for the fridge and the café.
- Responding to facebook messages about issues or queries from the public.
- Responding to complaints and concerns about community fridge users, especially by young people.
- Prepared an online survey to gain generally feedback from the community fridge from users.
- Gathered data from the survey which suggests the fridge is mainly used by locals who walk to the fridge and also had extremely positive feedback from the community. A report was put together and shared with Cllrs and the community.

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. Also 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 Debbie Harris attending regularly to meet clients and run drop ins monthly.
- Joyce from the Village Hall attended the café and was pleased to meet me and I talked to her about how we can support the Village Hall, I plan to attend a coffee morning in the next few weeks.
- A group of young people have become regular attenders of the café and they come after school for a hot chocolate. I have explained what the Parish Council is for and they have raised some concerns about the broken play equipment which I have passed onto the Clerk for feedback or action.
- A member of the public from Bathpool attended the café and raised some concerns about the junction and new bicycle path which is at the exit of their lane, where there are no lines and undergrowth that is a problem visually when exiting their junction. I have passed this to the Clerk who is chasing Traffic Management at SCC.

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
- The group have been in discussion about ideas for the area and Cllr Paul Elliston is putting a plan together to share with the Parish Council at this meeting

Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with one isolated member of the community.
- In the process of obtaining DBS checks for 1 new companion volunteers
- Organisation and promotion of the new litter picking dates going forward this Autumn
- Cllr Paul Elliston met with litter pickers on the last Sunday in September
- Met with Nicky Goss, Village Agent with a lady from the parish who is struggling with isolation since the pandemic who is keen to attend the café and community garden, but needed a quiet introduction to me in the first instance.

General PC

- Attended PC meetings
- Attended CFPC meeting 28/9/22
- Attended 1 agenda run through meeting
- Created communications and clerk community report

- Attended Online Consultation Session – Garden Communities
- Started 'Building CILCA online sessions' – attended 2 this month

The agenda was interrupted to take item 10 'Planning'

267/22 Planning

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

48/22/0055/A Display of 3 No. non-illuminated advertisement/sponsorship signs on Canal Roundabout, A38/525, Bathpool

The Parish Council supports the granting of permission.

48/22/0054/A Display of 3 No. non-illuminated advertisement/sponsorship signs on Monkton Elm Roundabout, A38/535, Taunton

The Parish Council supports the granting of permission.

48/22/0059/A Display of 4 No. non-illuminated advertisement/sponsorship signs on Hyde Lane Roundabout, A38/141, West Monkton

The Parish Council supports the granting of permission.

48/22/0060/A Display of 4 No. non-illuminated advertisement/sponsorship signs on Blackbrook Interchange A358/510 Roundabout, West Monkton

The Parish Council supports the granting of permission.

48/22/0057 Replacement of driveway gates at Warwick House, Sidbrook, West Monkton

The Parish Council supports the granting of permission.

48/22/0063 Erection of an ancillary outbuilding in the garden to the rear of 51 St Quintin Park, Bathpool (retention of works already undertaken)

The Parish Council supports the granting of permission.

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

Noted

The agenda was resumed.

268/22 SCC Report

Cllr Cavill reported on the following:

SCC Finances: Level of overspend this year continues to be a concern.

Gravity Site: The site was once a thriving employment hub, aim that it will become an innovation centre.

Dillington House – break clause in the lease – it is losing money so SCC will end the lease but the events planned until then will take place. Negotiating for March 2023 end to lease.

Flu and Covid Jabs - available at doctors surgeries and pharmacies.

The following questions were asked:

Cllr Gage asked if a car battery manufacturer will go onto the gravity site. Cllr Cavill confirmed that lots of businesses have expressed an interest, multiple uses are being explored.

Cllr Hope reported that shingles jabs are also available for 70 and 79 year olds.

269/22 SW+T Council Reports

Cllr Tully reported on the following:

Planning applications - coming in very quickly, the last Planning Committee meeting was 10 hours long, the next Committee Meeting is expected to last 5 hours. The Staplegrove planning application can go ahead due to phosphate mitigation. Phosphate mitigation proposed by SWT have been agreed by Wessex Water – offered to social and affordable housing providers in the first instance.

Cllr Cavill reported on the following:

CGR - went through SWT and SCC. KC advice from CFPC submitted. Judge will consider the opinion and counter argument, if agreed then Judicial Review, if not matter will progress. SWT fairly confident of the outcome.

Housing Benefits – operated by District Councils, 4 different schemes / software programmes. The proposed scheme for the future Somerset Council may be more generous but it will save enforcement costs so will save money to the Council.

270/22 Neighbourhood Plan Update

Kelvin Tutill reported that following the referendum on 22nd September the Plan will go before full council on 25th October and if approved it will be formally made. Kelvin will attend the Full Council meeting. The original NP took 2 years. Started revision in Spring 2020 and has taken 2.5 years. Assuming approved on 25th October Kelvin confirmed that he will formally step down from his role as NP Delivery Chairman. Kelvin thanked the Council for all the support and particularly the Parish Clerks. Kelvin

confirmed that he is happy to help with advice on planning applications received in the future in relation to the NP. The Council thanked Kelvin for all his hard work over the years with the NP.

271/22 Chairman's Parish Asset Report

Cllr Haskins confirmed that he walked around the Parish. Work is still to be done at Aginhills to repair posts. Cllr Haskins confirmed that he had reported a number of potholes through SCC website. These were reported 10 days ago and have already been marked for repair by the Highways Authority.

More detailed Parish Asset report to come in November.

The agenda was interrupted to take item 5 'Local Government Reorganisation'.

272/22 Local Government Reorganisation

a) Feedback from Parish and Town Council Conference on 4th October.

Cllr Haskins, Cavill and Clerk provided feedback on the Conference and the proposals forming part of the LCN consultation

Cllr Cavill confirmed that planning will not be a LCN function.

County Council quite unclear about LCN so need to feedback thoughts as part of the consultation particularly who WMPC should be included with.

A discussion about the role of LCNs, voting rights, structure, representation from PC on LCN took place. It was confirmed that membership will also include police, health, Unitary Council as well as Parish Councils.

Presentations were received at the Conference from Frome Council, Exmoor and Bridgwater Town Council which were all pilot LCNs.

b) Response to LCN Consultation (<https://somerset.inconsult.uk/LCNs/consultationHome>)

The following comments were made in respect of the three LCN proposals forming part of the consultation:

- Not supportive of any of the three proposals.
- All proposals are town centric.
- WMPC has synergies with North Petherton Town Council as both have a rural and urban element.
- Better to start small and build a bigger LCNs in the future.

An alternative proposed LCN displayed on the screen and a discussion took place. Cllrs confirmed their support for the proposed alternative LCN.

The following actions were agreed:

- Clerk to send map of proposal to North Petherton Town Council Clerk.
- Cllr Cavill to make contact with Cllr David Fothergill put proposal to him.
- North Petherton Town Council to make contact with Thurloxton, Durston, Lyng and Goathurst Councils to gather their views on the proposal.
- Clerk to make contact with Broomfield, Kingston St Mary, Cheddon Fitzpaine, Creech St Michael, Ruishton / Thornfalcon to gather their views on the proposal.
- Alternative proposal to form the basis of the Parish Councils response to the Consultation. Clerk to draft response for submission prior to the deadline on 17th October.

The agenda was resumed.

Public Question Time

Cllr Kate Wilson from CFPC confirmed that CFPC looked at the LCN Consultation at its meeting last night, CFPC weren't 100% happy with any of the proposals. But even if put in own response it needs to work with everyone else. Bit of confusion about LCNs, how they will work and play out.

Paul Elliston reported that a number of transport issues have come up this week:

- Zipp scooters – people being knocked over, broken arms. Cllr Cavill confirmed that these need to be reported and logged with the police. Scheme still under review for another 6 months.
- Issue near Canal roundabout. Area above canal bridge hedging needs to be cut.

Clerk to report overgrown hedge.

- One of the reasons that people don't cycle is because of the lack of secure places to store bicycles in Taunton. Cllr Cavill confirmed that it is being looked at
- Suggestion of one-way system for bicycles - perhaps one way along the canal and one way along river. Cllrs felt that the canal path was wide enough for two way use if used with care.
- Footpath at rear of Farriers Green – complaints received– Clerk confirmed that improvements were being negotiated with SWT.
- Underpass near Obridge – not safe for pedestrians and cyclists which is the reason why people don't use it. Cllr Cavill confirmed that visibility is good, and the path is well lit. Fear of crime rather than actual issues.
- Highways – bottom of Maidenbrook Lane – pedestrians crossing unsafely. SCC have indicated that lights will be installed that will be in use at the beginning / end of the school day.
- Lane signage at Creech Castle junction, all three lanes you can turn right. A number of near misses. Cllr Rigby aware – been looked at to improve.

Clerk to chase install of lights that will be in use at school time and cc CFPC in.

A member of the public requested an update following the meeting that the Parish Council had with SCC Highways today about traffic monitoring and the bus gate.

Cllr Besley provided an overview:

- Bus Gate main point of discussion – detailed traffic measuring exercise will take place either next week or after half term – SCC are using all the machines available. PC put forward the idea that the data should be used to model to see what the best option for stopping traffic flows through Monkton Heathfield.
- Various options discussed including no left turn from WRR onto Yallands – would result in more traffic on Milton Hill – not supported.
- No right turn at A38 – discussed but acknowledged that traffic may use Bawler Road instead but option not discussed as a potential option.
- Requirement for bus gate, Persimmon have paid SCC to deliver bus gate – Andy Coupe is going to look at the ability to spend on other improvements also going to get legal advice about the requirement to deliver.
- Put forward idea of what the community actually want. Bus gate and its significant impact or dissuade traffic using A3259 e.g. traffic calming, build outs etc. SCC do not have the money to do any traffic calming.
- Only position for bus gate could be between Richards Crescent and Bawler Road. Cars would have enough room to turn around.
- The agreed next steps were;
 - AC to come back about legal requirements and whether money can be used for other measures.
 - Traffic consultant – approach to find out what kind of recommendations they can provide – no point in asking them to help us if conclusions cannot be drawn as to what will reduce flow.
 - Followed by consultation to seek residents views, open up consultation for ideas following use of the traffic management company following recommendations. Need to be careful to manage expectations of the community. Could be traffic measures are delivered gradually as money becomes available.
 - Aim is to ensure businesses and residents can work their way around whilst reducing rat running.

Clerk to discuss traffic modelling with consultant to ascertain costings and scope.

Concerns expressed by MOP about a bus gate and rat running through Greenway / Sidbrook. Need to engage a traffic consultant to explore all options.

Clerk outlined email correspondence received from SWT and solicitors acting for Persimmon / Redrow in relation to the proposed S106 Variation application following comments and queries being raised by the Parish Council.

Clerk to respond to email correspondence requesting the information requested again and suggest that a meeting is scheduled to discuss the proposed variation once the information is received.

274/22 Community

a) Update

Assistant Clerk (Community) reported that 7500kg of food has been stopped from going to waste since the fridge opened.

A WhatsApp group has been started for people interested in being involved in arranging community events. Possible Easter event as a starter, other suggestions include a dog show, and bands. It was noted that the 6th May 2023 has been confirmed as the date of the Kings Coronation. Assistant Clerk (Community) to make plans including lighting the beacon, ordering some bunting. It was noted that there may need to be a small charge for entry.

Café – lots of younger people attending, asking for feedback for the Youth Club, Community Fridge volunteer considering becoming a volunteer for the Youth Club, if they need additional help.

Seed Swap on 30th October – same time as litter pick

Quiz night on 2nd November – need a quiz master.

Stay and Play start around 3rd November

Toy Swap – 12th November – toy donations prior. Any toys left could be given to the school for Xmas presents.

Band Night – 14th December - £2.50 per ticket at Tacchi Morris.

b) Community Garden presentation

Cllr Elliston provided a presentation about proposals to expand the community garden at the front of the BACH.

Cllr Cavill suggested keeping the area around the fridge as clear as possible. Allows the fridge to expand in the future if needed.

Cllr Elliston to share proposals with the school to gather their feedback and look into costings and possible grant funding opportunities. Cllr Gage confirmed that the BACH may make a contribution.

Presentation provided by Cllr Ellison

Proposal to make best use of the space.

Area of land behind the school was discussed. The use of the area as a Community Garden was discussed. Clerk to confirm intention with Persimmon / Redrow.

It was noted that a water container would be needed at this location.

c) SWT Free Trees

The SWT Free Trees initiative was discussed. Clerk to order 3 x Beech Trees, 3 x Silver Birch Trees 4 x Wild Cherry Trees and 3 x Crab Apple Trees.

275/22 Country Park Update

The recommendations of the Country Park Working Group were discussed. It was proposed by Cllr Elliston, seconded by Cllr Gage and agreed with all in favour to approve expenditure on the Country Park to the value of up to £5500.00 split 50/50 with CFPC.

Cllr Elliston raised a suggestion received from a member of public that a noticeboard is installed at entrance from the main road.

Clerk to add item to the next Country Park Working Group Meeting Agenda.

276/22 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry.

Kevin Perry sent his apologies in advance of the meeting and sent the following report:

There is nothing of concern or interest to report. The EA monthly report for September has not yet been released, but from our records, rain fall has again been below average.

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 the Primary Schools Academy has given permission for the flag, permission is now being sought from the Diocese.

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 reported that residents are complaining about the play equipment in MH1 particularly in Central Park. Cllr Hope confirmed that he is responding by providing the details of Dan Mawer at Persimmon to report the issues to.

Transportation: Cllr Elliston

Cllr Elliston provided a presentation on Community Transport initiatives.

It was agreed that Councillors would give the contents of the presentation some thought and an item would be added to the agenda for the next PC meeting to discuss the proposals in more detail.

Clerk to contact John Perrett at SCC to see if the S106 money for the Number 12 bus service can be taken out to support a community transport scheme.

Cllr Elliston to contact cycle shops about the proposals.

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 965
- 7902 post reach
- 1356 post engagements
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 279
- 15 new articles added in September
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 308 post reach
- 46 post engagements
- Business directory now live and has details of 15 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 646
- 66,342 post reach
- 51,021 post engagements

Village News Contribution

- Developed by the Clerk's.

Noticeboard Updates

- Updated noticeboards

d) GDPR

Data Audit Reviewed by Clerks

Representatives on outside bodies/Response to Consultations:

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

Cllr Tully reported that the Village Hall Management Committee are recruiting new committee members. Cllr Tully is taking on Chair role from May 2023.

f) The Spital Trust: Cllr Ellis to report.

Cllr Ellis reported that a meeting has taken place and the following queries were raised:

- Why are some of the allotments in a mess, particularly as there is such a long waiting list. Clerk to check the condition of the allotments.
- Request to renew the fence between the car park and allotments. It was noted that the fence was only replaced a couple of years ago.
- An update on what's happening with the bus shelter was requested. Clerk confirmed that Persimmon require a road closure before it can be removed. Date to be confirmed.

g) Any other events at which WMPC was represented;

No other events

h) Consultations

Devon and Somerset Fire and Rescue Community Risk Management Plan Consultation

<https://online1.snapsurveys.com/interview/769bb7ae-a2f9-44ef-a38a-39451587d1f4> (Deadline 30th November 2022)

It was agreed to consider a response to the consultation at the next meeting.

277/22 Finance

a) Quotations and Updates:

CIL projects

- Refurb of St Quintins play area agreed and scheduled to be done by DLO this financial year.
- Refurb of Meadway play area will be part of SWT scheduled maintenance this financial year. No cost to PC.
- Platinum Walk Signage. MetalMofit Limited aren't able to do the sign. Other suggestions of companies?
- Community Fridge Bench
Clerk to contact Parish Lengthsman to see if a bench is available for use in the Community Fridge area.
- Community Fridge CCTV
Quotes to be confirmed.
- 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

- SWT have installed the litter bin at bus stop adjacent to Aldi, invoice received for payment.
- Quote for Farriers Green ramp by DLO accepted, but M Davies no longer in role at SWT so may be a delay.
- Next six months programme agreed with Bethan and will be presented for approval at the November meeting.

Grant requests

- Window now open until 15th October. 3 applications received so far. To be considered by Audit Working Party on 21st October.

Quarter 2 VAT Claim

- Submitted to HMRC - £1,976.71 payable.

Audit Working Party

- Next meeting will take place on 21st October 2022 at 9.30am by zoom.

b) 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

Nationwide	£21.51
PSDF	£103.70
Unity Bank	£55.70

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	120.25	No vat	120.25	d-d	Salaries and expenses	Pension contributions
Employer contributions	90.19	No vat	90.19	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 month 5	1106.16	No vat	1106.16	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
S Rolls Lengthsman services September	157.50	No vat	157.50	bacs	Environmental and Open Spaces	Lengthsman Services
Business all about you Climate Initiative PR WMPC 21	150.00	No vat	150.00	bacs	Environmental and Open Spaces	Environmental / Community
Business all about you expenses	55.15	No vat	55.15	Bacs	Environmental and Open Spaces	Environmental / Community
QSSIT regular maintenance / monthly sub	33.90	6.78	40.68	bacs	IT and Communications	IT
Expenses claim A Shepherd	42.30	No vat	42.30	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim K Welsh	93.60	No vat	93.60	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim K Welsh – Community Café and Fridge	114.25	7.99	122.24	Bacs	Youth and Community	Youth and Community
Audiovisual Direct – Hearing Loop Install	2247.00	449.40	2696.40	Bacs	Community Infrastructure Levy	CIL Expenditure
Expenses claim B Gage	78.53	No vat	78.53	Bacs	Country Park	Country Park
Elancity (Four additional brackets for the SID)	114.12	22.82	136.94	Bacs	Community Infrastructure Levy	CIL Expenditure
Cleveland Containers Limited (BACH Storage Container)	3705.00	741.00	4446.00	Bacs	Community Infrastructure Levy	CIL Expenditure
Expenses claim K Welsh – Stay and Play equipment	£15.00	No vat	£15.00	Bacs	Community Infrastructure Levy	CIL Expenditure
SWT – New litter / recycling bin A38 Bathpool	580.00	116.00	696.00	Bacs	Community Infrastructure Levy	CIL Expenditure
SWT – Grass cutting and dog bin emptying Quarter 2	2163.00	432.60	2595.60	Bacs	Environmental and Open Spaces	Environmental / Community
Spark Somerset – Volunteer DBS Check	13.00	No vat	13.00	Bacs	Youth and Community	Youth and Community
Mano Mano – Stay and Play Equipment	317.95	No vat	317.95	Bacs	Community Infrastructure Levy	CIL Expenditure
Mark Besley – MH1 Tree Watering water / equipment	98.00	No vat	98.00	Bacs	Environmental and Open Spaces	Environmental / Community
To note payment of:						

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
By Card						
Dropbox Subscription	777.60	No vat	777.60	Debit card	IT and Communications	IT
Amazon – Stay and Play Group equipment	23.32	4.66	27.98	Debit card	Community Infrastructure Levy	CIL Expenditure
Amazon – Stay and Play Group equipment	49.92	9.98	59.90	Debit card	Community Infrastructure Levy	CIL Expenditure
Direct Debit						
Invoice Tailored Auto Enrolment 8552 29/9/2022 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Workplace Pension Management
Invoice SWS 110932 2/10/2022 maintain gsuite	59.80	11.96	71.76	DD PAID	IT and Communications	Communications
Invoice SWS 110891 web-lite hosting (MM) and standard mailbox 20/9/2022	23.00	4.60	27.60	DD PAID	IT and Communications	Communications
Invoice SWS 110776 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 Ellis, seconded by Cllr Elliston and all agreed by show of hands

Transfer between accounts

£20,000.00 from Lloyds Instant Access to Lloyds Treasurer Account.

c) Asset Register – Annual Approval

The asset register was reviewed and approved.

d) Budgeting Report

The budgeting report for the accounts to the 30th September was presented, discussed and noted.

278/22 Other matters for report only – items for discussion - no decision

a) Items for next meeting agenda - by Monday 17th October 2022 or Monday 5th November 2022

Noted.

Cllr Ellis reported that the Spital Trust has purchased all Almshouse residents a slow cooker to help to save energy.

Cllr Haskins requested that information about the activities that are on in the BACH is shared as widely as possible and promoted as warm areas / spaces for the community.

Cllr Haskins reported that the Emergency Planning Event is taking place at the Village Hall on Thursday 13th October.

279/22 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2022: 8th Nov, 13th Dec.

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

2022: 25th Oct, 22nd Nov.

Audit Working Party: 21st October 2022 at 9.30am (Virtual)

Annual Parish Meeting: TBC March 2023

BACH committee: 19th January 2023 at 7pm

Budget and Precept Working Party 29th November 2022 at 7pm

Meeting finished at 10.31pm



Signed Chairman:

Date: 25th October 2022