



West Monkton Parish Council

## ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 12<sup>th</sup> October 2021 at 7.00pm.

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

**In attendance:** Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Mr K Tutill, NP Delivery Group Chairman, Mr K Perry, Bathpool Flood Warden, Cllr Mike Batsch, Cheddon Fitzpaine PC and 5 members of the public.

### **159/21 To receive any apologies (with reasons), introductions with responsibilities**

Apologies were received from Cllr Tully, Cllr Gage, Cllr David Fothergill, County Councillor, Cllr Andrew Pritchard, District Councillor and Sammie Millard-Jones, Clerk Cheddon Fitzpaine Parish Council.

### **160/21 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.

### **161/21 To adopt the minutes of the Parish Council meeting on 14<sup>th</sup> September 2021**

The minutes from the Meeting of the Parish Council on 14<sup>th</sup> September 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 14<sup>th</sup> September, proposed by Cllr Hope, seconded by Cllr Hall and agreed by show of hands.

### **162/21 To note Clerk's report and Assistant Clerk's report**

Clerk's Report:

Actions from previous meetings and other issues raised during the month:

- Followed up progress with remedials on MH1 play areas following RoSPA inspections and about reimbursement of the cost. Response awaited.
- Community Fund application finalised and submitted. Confirmation of stage 1 funding application successful.
- Bridgwater Road Cones followed up with Persimmon who confirmed that "This element forms part of the Local Centre/School area works as I'm sure you know and the road narrowing design was agreed with SCC. Unfortunately vehicles kept hitting the bollards and they haven't yet been replaced as we are waiting to establish what alternative design might be acceptable with SCC. In Essence the approved build outs are not wide enough for standard bollards with the required 450mm clearance from the road. I've a catch-up meeting with SCC this week and I will raise this with them".

Other Parish Administration:

- Updating Planning Log with planning decisions / conditions weekly.
- Reported road condition of School Road to SCC. Response received confirming: "We are very aware of the defects you have listed, but the location is difficult due to the school, the shop and most recently the extensive works along the A3259 western relief road. To plan any works such as large scale patching or repair of the damaged kerbing, requires a closure which will not be permitted during the school term and unfortunately, except for safety repairs, we were not allowed to undertake work during the recent summer holidays due to the works on the A3259. Also any closure will affect the Co-op store, deliveries to which incidentally have caused the kerbing problem which has exposed a complex drainage arrangement. None of these repairs can be undertaken this financial year due other planned works already programmed, so we do have a patching and surface treatment scheme for School Road, which

will include the kerbing / drainage repairs works next financial year. Until this time we will have to continue keeping the surface safe through reactive pothole repairs or small patching works. Until that time, if you become aware of any suspected safety defects, please use the on-line link below to report any problems”.

- Followed up SCC re works at New Cross to install small drainage works. Response received confirming: “This scheme has just been submitted to our contractors in the hope that it can be included in this year’s list of programmed works. Unfortunately our contractors are still working through delayed schemes from last year resulting from Covid-19 and together with staff shortages, this is having an big impact on the smaller non-urgent improvement schemes, such as this one in Gotton. When I get a programmed date for this scheme, I will contact Mr Jelley with the update”.
- Report of hedge needing cutting on Mead Way again, SWT responsibility – reported accordingly. Information also included in next Village News edition reminding people to cut their hedges where they grow onto a pathway.
- Aginhills resident has been in contact requesting confirmation of who is responsible for cutting the grass verges along the WRR. Contacted Persimmon as not yet adopted. Response awaited.
- Pooling of water at Yallands Hill at entrance with Country Park / ROW reported to SCC Highways.
- Report of overgrown hedges and dead trees in the Farriers Green Park boundary – reported to SWT who have confirmed that the hedge will be cut and trees investigated in September following up, SWT confirmed that Farriers Green is on our autumn schedule, which we have started to implement this week. All the hedges and footpaths will be cut in the next few weeks.
- Followed up agreement of locations for SID with SCC Traffic Management
- Bus shelter at Hankridge Farm has been removed, perch seat remains.
- Responded to Wessex Water following their email about the MH1 attenuation ponds raising the Parish Councils concerns. Response received: Thank you for your email, your concerns have been noted and will be highlighted to our local inspector on his return from leave. At this time due to the extent of the adoption process and the different stages each phase are at they will all need investigating in their own rights. We can ask the inspector to complete checks on the areas and provide us with a full report on whether he believes the site is working correctly, however this will not be a quick process and will need to be completed in conjunction with working with the developer. Should you be able to provide more information on the area’s you have immediate concerns about we can work from there. Also should you have any further details you feel may aid us in moving these sites forward or may be of interest please feel free to forward them to our Wessex Water Development West Team.
- Monkton Matters website final tweaks and launch.
- WM Liaison Meeting arrangements, agenda and actions.
- Amended allotment tenancy agreement for 2022 to include reference to bonfires, on agenda for approval.
- CP Management Group meeting and actions including drafting MOU to seek legal advice on.
- Interview arrangements for Assistant Clerk 2 / Community Development Officer and gathering references.
- Coombe flooding, emailed FWAG as suggested by the Environment Agency, response awaited.
- Junior sports pitch enquiries with SCC and West Monkton Primary School.

BACH:

- Amended utilities agreement received from School for approval.
- PPS / PPL Annual Review
- Welcome Screen back on and updated with new classes and information about Monkton Matters website.
- Next Committee Meeting to take place on 19th October at 7pm.

Meetings last month:

- 1st September – LGR – SCC/Clerks Forum
- 7th September – WM Liaison Meeting
- 7th September – Planning Committee Meeting
- 8th September – Virtual meeting with Wellers Hedleys regarding CP Lease
- 9th September – Parish Surgery

9th September – SALC Clerks Forum  
 13th September – SCC Highways meeting  
 14th September – Parish Council Meeting  
 15th September – LGR – SCC/Clerks Forum  
 21st September – CP Management Group Meeting  
 24th September – SLCC Branch Meeting  
 28th September – CCS Safeguarding Training  
 29th September – Assistant Clerk / Community Development Officer Interviews

Meetings this month:

4th October – Agenda run through  
 5th October – WM Liaison Meeting  
 5th October – Planning Committee Meeting  
 7th October – Somerset Unitary Town and Parish Council Conference  
 7th October – A358 Dualling Scheme Community Forum  
 7th October – SWP Briefing  
 11th October – SCC Highways Meeting  
 12th October – Parish Council Meeting  
 13th October – LGR – SCC/ Clerks Forum  
 22nd October – Audit Working Party Meeting  
 26th October – Parish Council Away Day  
 27th October – LGR – SCC /Clerks Forum  
 28th / 29th October – Annual Leave

Assistant Clerk's Report

- Actioned decisions made by Council.
- Attended virtual and actual meetings: Cheddon Fitzpaine PC, WM Liaison, SCC Highways, SCC LGR, Parish Surgery (last one).
- Ongoing dialogue regarding CP Management Group/delivery of CP Grant scheme.
- Distribution of newsletters ref corona virus pandemic.
- Parish administration
  - Painting at St Quintin's play area. Enquiry as to next scheduled refurbishment – SWT advise it will be 2023/2024. Martin Davies (SWT) suggests Probation Services may be able to do the painting – I've asked that the metal railings are included. Waiting to hear from Martin. Update requested 27th Sept 2021.
  - Opus energy- estimated invoice received for box at Brittons Ash Green – ordered keys from Fisher and Co to gain access to read meter. Box inspected by Richard of John Marchant Electricians – there is no meter in the box, the box is fully equipped for outside event lighting. Sent John Marchant letter plus photos of box and its surroundings to Opus. After phone call to Amy, (total 9 calls) they have registered our complaint and will investigate. Two further calls received chasing payment. Invoice will not be paid, wrongly issued and attributed to WMPC.
- Neighbourhood Plan: Confirmation from A Rhodes that Habitat Regulation Assessment (HRA) and Strategic Environmental Assessment (SEA) are complete and Revised NP can now be submitted for Regulation 16.
- CIL projects:
  - Safer route to school at CP ongoing.
- Planning
  - Applications forwarded and powerpoint presentations prepared. Check applications for compliance with NP. Request extensions to consultation period when required.
- Climate change
  - On-going with B Turner.
  - Wildflower seed Initiative, ongoing, expecting invoice from M Elm for plant packs distributed and contribution to vouchers. Bethan has purchased decorative ribbon and cups. Competition results published, prizegiving 2nd Oct.
  - Hi viz vest handout and Bike marking on 9th Oct.

- Finance / Audit Working Party
  - Availability of Grants given breathing space by Bethan on community FB pages.
  - Grant application received by Scouts will be considered at next AWP meeting 22nd Oct.

### **163/21 Feedback from meeting with SCC Highways on 11<sup>th</sup> October 2021**

Cllr Besley reported that the 20 mph / weight restriction signs / works are complete and that a large vehicle activated SID is to be placed in the Merry Monk area on the grass verge. Enforcement action by the police cannot take place for 3 months.

SCC have data on the volume and speed of traffic prior to the works and will carry out further recording shortly and share the records with the PC.

SCC are in dialogue with Persimmon about old A3259 traffic calming, the details that have been submitted by Persimmon are not sufficient and more information has been requested before the proposals are given consideration.

The addition of a raised table and zebra crossing at Yallands Hill could be discussed with Persimmon for inclusion. SCC suggested that the PC consider offering a financial contribution for this extra measure. It was agreed in principle that the PC would make a financial contribution to enable the inclusion of a raised table and liaise with Persimmon. Proposed by Cllr Hall, seconded by Cllr Cavill and agreed by show of hands.

The Creech Castle work is proceeding well and to plan.

The land upon which the obscured Milton Hill roundabout signage is located is believed to be in the ownership of Persimmon. Persimmon are checking with their land department.

The use of Milton Hill rather than Yallands Hill by vehicles was discussed but SCC confirmed that it is difficult to find a solution without there being consequences at other locations.

A further meeting with SCC Highways to be scheduled to take place in 8 weeks' time when data collected on speed of vehicles by SCC will be available.

Cllr Besley confirmed that a summary of the meeting had been added to Facebook, Clerk to add summary to Monkton Matters.

### **164/21 SCC Report from Cllr D Fothergill**

Cllr Fothergill sent his apologies in advance of the meeting but sent the following report:

Coronavirus infection rates: As of 30th September, the number of confirmed Covid cases in Somerset was 42,800 (26.6% up from 33,812 on 29th August) and the number of Covid-attributed deaths 839. The rate per 100,000 stands at 320.2 (459.1) for Somerset with Mendip at 379.8 (358.2), Sedgemoor at 292.3 (673.0), South Somerset 298.2 (410.5) and SW&T at 321.7 (417.1). The number of total deaths across the County is currently 15% below the 5-year average and the latest R-value for Somerset is between 0.7 and 0.9.

Infection rates in Somerset continue to be high. It is therefore important even for those who have had both jabs to remember to observe Social Distancing and to Ventilate indoor areas at all times.

Somerset Coronavirus Support Helpline: A single phone number continues to be available for anyone in Somerset who needs Coronavirus-related support. 0300 790 6275, is open seven days a week from 8am to 6pm.

Vaccination programmes roll-out: Somerset continues to have one of the highest vaccination rates in the country with the latest figures showing over 95% of the adult population having had one dose of vaccine and 90.2% having had both doses. Work is now focusing on Children aged 12-15 years old via the school's immunization service and the third booster jab which is due 6 months after the second.

Local Government Reorganisation: Following the Secretary of State for Housing, Communities and Local Government (MHCLG) decision to support the move to a single Unitary Council across Somerset the transition programme, lead teams and governance structure have been agreed by the five current Councils. On 17th September the Councils responded to the Governments request to look at possible ward boundary changes with a maximum of 85 Unitary Councillors being elected. Whilst a number of options were presented it was almost universally felt that these gave sub-optimal outcomes at such an important stage. A cross-party and cross-authority request was therefore also submitted requesting more time, more flexibility in the warding parameters and involvement of the Local Govt Boundary Commission ahead of a Unitary election. It is still expected that statutory orders will be laid before Parliament in the late Autumn and a vesting date of the new authority as April 2023.

Somerset LGR Conference: The first Town, Parish and City conference focussing on Local Government Reorganisation in Somerset is due to take place on 7th October with over 100 different Councils already signed up

to attend. The one-day conference will give Councils the opportunity to hear first-hand the transition programme and input their own thought on how the move to a Unitary structure could develop.

**Somerset Youth Parliament:** Somerset's Youth Parliament is seeking nominations from young people aged 11 to 18 wishing to become a Member of Youth Parliament (MYP). Nationally, over 300 elected representatives work with central and local government to make sure young people's voices are heard. Supported by Somerset County Council, Somerset MYPs campaign on a range of issues, advise, represent, give grants and are consulted by decision makers. 11- to 18-year-olds who live in or attend school or college in Somerset can put themselves forward to be the county's next MYPs. To do this, they should complete a short online form available here [www.somerset.gov.uk/myp](http://www.somerset.gov.uk/myp) by Friday 5 November. Elections and voting will take place in December 2021 with newly elected MYPs taking up office on 1 March 2022 and serving a two-year term.

**Young People's views on climate change:** 11 to 18-year-olds in Somerset are invited to attend two virtual events in October to help shape Somerset County Council's Climate Emergency Strategy. Somerset Youth Parliament is running two free sessions via Zoom on Monday 11 and Monday 18 October, 6.15pm to 8pm, to learn more about the county's plans, listen to key speakers including Rebecca Pow MP (Parliamentary Under Secretary of State at the Department for Environment, Food and Rural Affairs) and have an opportunity to ask questions and contribute their own thoughts and ideas. To book a place at one of the virtual events email Kate Darlington at: [kdarlington@somerset.gov.uk](mailto:kdarlington@somerset.gov.uk)

**Applications for school places 2022:** For all children moving from primary to secondary school, or middle to upper school, in September 2022 applications for secondary school places opened on 13th September 2021 and must be submitted before Sunday 31 October 2021. All children starting school for the first time in September 2022, as well as those moving between infant and junior or first and middle school applications must be submitted between Monday 27 September 2021 and Saturday 15 January 2022.

[www.somerset.gov.uk/admissions](http://www.somerset.gov.uk/admissions)

**National Award (1):** SCC has won a prestigious national award in recognition of its ground-breaking work in supporting the set-up microbusinesses. Leading local government publication the MJ awarded Somerset an achievement award in the Delivering Better Outcomes category, for its Community Micro-enterprise project. This supports Micro-providers who then provide help and support on the ground in local communities for people who need it.

**National Award (2):** Ann Adams, Service Manager at Somerset County Council's Support Services for Education (SSE), was a finalist in the outstanding lead governance professional category at the National Governance Association's (NGA) Outstanding Governance Awards 2021. The category recognises individuals leading and managing governance across several schools.

Clerk to add items of interest from the SCC report to Monkton Matters.

### **165/21 SW+T Council reports from Cllrs Cavill, Pritchard and Tully**

Apologies were received from Cllr Pritchard and Tully.

Cllr Cavill reported on the following:

Recycle More – roll out will take place in the area from November.

Local Government Reorganisation – In March 2021 a Working Group was established by SWT to discuss and develop recommendations for consideration by SWT Full Council in respect of the formation of Taunton Town Council. A Special Full Council has been arranged to take place on 19<sup>th</sup> October at 6.15pm to discuss options in relation to the formation of a Town Council. Two of the options being considered relate to the inclusion of the parishes that border the currently unparished area of Taunton in the community governance review.

The following actions were agreed by the Parish Council in relation to the options being considered by SWT:

- A letter would be drafted to be sent to all SWT Councillors outlining the concerns about West Monkton being incorporated in the community governance reviewed to form Taunton Town Council. Clerk to develop and circulate a draft with a view to a final version being circulated to all SWT Councillors on Friday.
- If SWT decide at the Full Council meeting on 19<sup>th</sup> October to include West Monkton within the proposals, a mailshot is developed to be sent to all households in the Parish outlining the proposal and the consultation. The mailshot would include a summary of the consultation and details of an open evening for members of the public to attend. The cost of the mailshot was approved. Proposed by Cllr Besley, seconded by Cllr Elliston and agreed by show of hands.
- Consider a press release, if appropriate.

*The agenda was adjourned*

### **Public Question Time**

A member of the public raised congestion due to parked vehicles on Mead Way and asked the Parish Council to submit a request for a single yellow line on Mead Way.

Clerk to submit a further request for single yellow lines to be added to Mead Way.

A member of the public requested access to the SCC Highways data for the old A3259 and any further data that is collected in the future.

Clerk to request a copy of the SCC data.

A member of the public requested clarification about who is accountable if the road infrastructure agreed with planning approval is not sufficient. Cllr Cavill confirmed that the developer is only accountable to deliver the agreed infrastructure.

A member of the public raised the proposed gateway feature on Mead Way and his concerns about the parking of vehicles on Mead Way making visibility / access difficult for vehicles turning into Mead Way from the A3259. The member of the public was concerned that the addition of a gateway feature may make the existing problem worse. Cllr Besley confirmed that the detailed designs of the proposed gateway is awaited from Persimmon.

A member of the public suggested that once the Creech Castle works are complete, there is an indication that work will commence on the Wickes roundabout and therefore traffic disruption affecting the Parish could continue. The member of the public also suggested that any consultation with parishioners about the Town Council proposals should include a public meeting / evening so that the proposals can be explained. Finally the member of the public confirmed that members of the community feel that the electronic signage on the WRR and A38 should refer to 'Monkton Heathfield' and not 'West Monkton' and that the sign turning left from the WRR doesn't mention Monkton Heathfield at all.

A member of the public who resides at the beginning of Milton Hill near the junction with the old A3259 expressed his concern that vehicles are using and turning into the road at high speeds and requested that bollards are added at the entrance to Milton Hill from the old A3259 to mirror those added at Greenway on the opposite site of the road. The impact of bollards was discussed and the view of SCC Highways was relayed; that an intervention on Milton Hill will have unintended consequences elsewhere.

### **166/21 Planning**

#### **a) To consider recommendations from the WMPC Planning committee on applications received by 5<sup>th</sup> October 2021 (listed on SW+T Council website); and to consider any others to date**

48/21/0049 Erection of a single storey extension to the front with construction of ramped access to front door at Musgraves Cottage, Blundells Lane, West Monkton

West Monkton supported the first application for the extension of this dwelling, and strongly supports this current application. The proposal is not detrimental in any way to the appearance of the building, in fact it is totally in keeping with it. The cottage is not visible at all from the highway and there are no footpaths nearby.

48/21/0055 Notification for prior approval for the installation of 1 No. 15-metre-high monopole supporting 6 No. antennas, 4 No. equipment cabinets and development works ancillary thereto on land at Yallands Hill, Monkton Heathfield

- West Monkton Parish Council wishes to draw attention to the fact that the tall trees to the north of the site are within the curtilage of the houses in Meadway, and may have been planted as part of a landscape requirement of the Meadway development.

- West Monkton Parish Council wishes to draw the attention of the Planning Authority to the following resolution made by West Monkton Parish Council in 2019.  
'Although West Monkton Parish Council is not in a position to ban or allow 5G to go ahead in the Parish, it does not stop the Parish Council exercising caution in its endorsement of 5G until more evidence becomes available. Under the Precautionary Principle, the burden of proof rests with the telecoms industry to prove that 5G is not harmful to humans, animals and plants.  
West Monkton Parish Council has a social responsibility to protect the public and environment from exposure to harm from 5G wireless radiation. Until there is consensus amongst independent scientific advisory groups that 5G radiation does not pose threat of harm to humans, animals and plants, WMPC invokes the Precautionary Principle and does not endorse the rollout of 5G in the Parish'.

The following recommendations from the WMPC Planning Committee on 5<sup>th</sup> October were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Besley, seconded by Cllr Hall and agreed by show of hands.

48/21/0059 Erection of a single storey extension to the side and erection of extension to garage (including raising of roof to construct first floor) with conversion of first floor into ancillary accommodation at 17 Hardys Road, Bathpool

Parish Council comments: West Monkton Parish Council supports the grant of this application; but wishes to make the following comments.

SWT Biodiversity checklist indicates that for roof work, it may be necessary to have a bat and nesting birds survey done. Between this house in Hardy's Road and the Bridgwater Road there are some mature trees. Local residents report sightings of bats in this area of the estate, and therefore West Monkton Parish Council suggest that an ecologist's survey should be carried out.

As a means to show net biodiversity gain, West Monkton Parish Council recommends installation of bird, bat and bee shelters in the extension work.

West Monkton and Cheddon Fitzpaine Neighbourhood Plan comments:

NP Policy R1 Dark Skies. External lighting should be downlit and warm white LED.

NP Policy R3 Flood attenuation. The area of roof will increase in this proposal therefore means of rainwater capture from the roof should be included – water butts, swale or other approved method.

48/21/0057 Various external alterations and erection of cycle stands at the former PC World, Hankridge Way, Taunton

Parish Council comments: West Monkton Parish Council supports the grant of this application, with no further comments.

10/21/0026 Erection of additional garage to the front of Oak House, Greenway, Monkton Heathfield

Parish Council comments: West Monkton Parish Council supports the grant of this application.

West Monkton Parish Council notes that, knowing the site, the drawing of the proposed third garage may not be to scale, and suggests that the outside wall of the proposed garage may be in front of the building line of the houses in Meadway.

It is assumed that the inclusion of the original drawing notes on the site drawing in the 'As proposed' is an error and the Parish Council suggests that confirmation is obtained. For the sake of clarity, West Monkton Parish Council would recommend that no trees are removed during the building of the proposed third garage and any addition planting should use UK bred plants and comply with the SCC Somerset Pollinator Action Plan.

West Monkton Parish Council would suggest that materials used match the existing building.

The SWT Biodiversity check list indicates that when work is proposed involving roofs, there may be a need for an ecologists survey. It is known that bats forage in Greenway, and there are tall trees within in the curtilage of this dwelling. Therefore West Monkton Parish Council recommends that an ecology survey is carried out, and to ensure net biodiversity gain, Councillors may wish to recommend the installation of bat or bird boxes.

The Parish Council also suggests the following comments on the West Monkton and Cheddon Fitzpaine Neighbourhood Plan (NP) policies:

NP Policy R1 Dark Skies: external lighting should be downlit and warm white LED

NP Policy R3 Flood attenuation: the extra roof area will generate increased need for rainwater capture and installation of water butts or other rainwater capture method is recommended.

48/21/0062 Erection of a single storey extension to the rear with alterations to the roof of Walford Lodge, Bridgwater Road, West Monkton

West Monkton Parish Council: The Parish Council supports the grant of this application.

The Parish Council notes the Conservation report which states that the distance of the Lodge from the main building Walford House and the intervening landscape should be considered as neutral contributors to the overall significance of the front part of the Lodge as a listed building.

West Monkton Parish Council endorses the Bat Survey which has been done, also including nesting birds. The survey indicates that bats do not use the building for roosting and therefore bats would not be adversely affected by the proposed extension. No further measure or license is required by Natural England.

West Monkton Parish Council supports the lighting recommendations that were made in the survey (which largely correspond with West Monkton and Cheddon Fitzpaine Neighbourhood Plan (NP) Policy R1 Dark Skies, including the survey suggestion that the external lighting should be PIR.

West Monkton Parish Council endorses the suggestion to enhance biodiversity by the installation of a bat box in the trees on the boundary and a sparrow terrace on the north elevation of the new extension.

48/20/0056 Erection of a workshop for Bathpool Car Sales, Riverside, Area E, Bridgwater Road, Bathpool  
Current use is for car sales and car hand-washing. The proposal is to demolish the existing buildings and erect a metal clad building in the area closer to the main road, currently without any building on it and used for car washing.

Parish Council comments: West Monkton Parish Council objects to the grant of this application on the grounds that insufficient information has been provided and responses on the application form are incorrect (see acreage of site and numbers of employees).

The Parish Council notes that neither the application form nor any submitted report indicates how oil and other aspects of car workshop activities will be dealt with – no detail of oil waste storage/disposal or other waste storage/disposal. The surface of the site, known by the Parish Council looks to be largely porous, which raises questions about land contamination both in its current function and for the future proposed use of the site. Drainage from the site either currently or in the future is not explained, drainage into existing drainage systems raises the question of contamination and the potential for pollution owing to the proximity of the flood relief channel for the River Tone raises environmental concerns.

The dimensions of the proposed building are provided but no details of staff facilities have been included.

Should the building be erected it is recommended that the building is insulated, and solar panels are installed on the roof to ensure well-being and adequate working conditions for the staff.

With reference to West Monkton and Cheddon Fitzpaine Neighbourhood Plan (NP) Policies:

NP policy R3 Flood attenuation; no details of rainwater capture from the roof are provided. Water attenuation is significant as the site lies adjacent to the R Tone flood relief channel.

With reference to NP Policy R1 Dark Skies, no information about internal lighting of the proposed building nor information about how the outside yard will be lit have been provided. In accordance with NP Policy R1 it is required that all lighting is LED (warm white) and down lit, so that bats in the area are not negatively impacted by the proposals.

No details are offered about demolition of the existing building which involves concrete, metal and various other materials. The potential for environmental contamination is clear and the Parish Council suggests the process should be monitored.

No information has been provided if any trees are to be removed when the new building is erected, trees in the location have an important screening role and potential foraging for bats and birds nesting sites. It is recommended that no trees are removed during the delivery of this application.

West Monkton Parish Council would wish to receive more details about the application before making any recommendations.

48/21/0054 Demolition of buildings adjoining eastern boundary, change of use and adaptation of remaining buildings for convenience store (use Class E) with ATM and childrens day nursery (use Class E) and erection of a single storey building for a pharmacy (use Class E) with provision of car and bicycle parking at the former Land Rover Garage, Bridgwater Road, Bathpool

Parish Council comment: Having already submitted comments on this application, West Monkton Parish Council wishes to make it clear that it supports the grant of this application.

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

Decisions noted.

**167/21 MH developments**

**a) Update;**

Clerk confirmed that the MH2 planning application expected to be submitted mid / late November. Clerk reported that an update had been received from Natural England in respect of the ragwort. Although the complaint was filed late an inspector did attend and met on site with Persimmon on Friday last week. A two week enforcement notice was issued. Work to remove ragwort has commenced this week. Persimmon have stated that they don't own all the land and therefore won't be clearing all of ragwort. Further call scheduled with Natural England towards the end of the week to let them know progress on the ground. Clerk confirmed that the advice from Natural England is to submit a complaint form as early as possible in May for further enforcement action to take place.

**b) ROSPA Inspections / Play Park Remedials**

Clerk confirmed that Persimmon confirmed at the Liaison Meeting that fencing around the pieces of equipment to be repaired / replaced was expected to be erected within 10 days. Clerk to request an update from Persimmon.

**c) Hartnells Farm Development: Update**

No update.

**d) Feedback from WM Liaison Meeting on 5<sup>th</sup> October**

Cllr Elliston agreed to attend the MH1 inspection with SWT / Persimmon on 25<sup>th</sup> October in Cllr Hope's absence. Clerk to send Cllr Elliston and Hope the up to date list of issues. Clerk outlined the proposal put forward by Simon Fox at the Liaison meeting to have separate MH2 Liaison Meetings with attendance from the Developers / SCC Highways when required. Councillors were agreeable with the proposal.

**168/21 Community Development Projects**

**a) Assistant Clerk 2 / Community Development Officer Recruitment: Update**

Cllr Haskins confirmed that reference had been received back in respect of both candidates. It was proposed by Cllr Hall, seconded by Cllr Haskins and agreed by show of hands that Kate Welsh would be offered the permanent position. If the phase 2 community grant funding application is successful, the other candidate would be offered a 6 month fixed term contract.

**b) Sports Pitches: Update**

Cllr Hall confirmed that a meeting had taken place with Simon Fox, SWT, Brendan Dix, FA and Gary Parsons from Sports England on 11th October. The proposal that the West Monkton Primary School pitch is available as a junior pitch was outlined and that further investigations are being made about other pitches that may come forward.

General agreement that work on the ground works could get underway using the S106 funding. The same groundworks are required for the pitches so there is no need to vary the S106 at this stage. In the interim, the FA are going to see what interest / use there is of the junior pitch that is available and review need once groundwork is done. If need is satisfied then work can commence to move forward with a variation of the S106 agreement.

Cllr Hall is working with the Cricket Club / Rugby Club about their needs to develop a report for Sports England. A survey of the ground is needed to establish the works required to enable quotes for the work to be obtained. The outcome of the survey will be shared with SWT to see if they are able to require Persimmon to do some

works in addition to the S106 funding. Simon Fox to look into the mechanism whereby the S106 funding can be paid to SWT and for PC to draw from that.

The quote to obtain a survey was agreed. Proposed by Cllr Elliston, seconded by Cllr Ellis and agreed by show of hands.

**c) Small Improvement Scheme Project: Update**

No update.

**d) CIL Projects**

**Footpaths / Renewing gates and stiles: Update**

In Cllr Gage's absence, Cllr Haskins confirmed that three further gates had been delivered. Assistant Clerk confirmed that post crete for the installation of the gates had also been ordered.

**Aginhills Footpath Diversion: Update**

Cllr Hall confirmed that there was no update, Cllr Cavill to chase progress.

**Speed Indicator Device: Consider purchase**

Clerk confirmed that the SID had been delivered and that a chaser email had been sent to SCC to get locations for the SID agreed. Clerk to ask Cllr Fothergill for help with chasing progress.

**169/21 Community**

**a) Update; Cllr Elliston**

Cllr Elliston confirmed that he did not have much to report in addition to the road / traffic concerns already expressed / discussed.

**b) Community Survey: Update**

Cllr Elliston confirmed that there was nothing to report.

**c) Community Website Update**

Clerk provided an update. A tick box has been added to ensure that those submitting an article are writing in their own words, using their own content and their own pictures.

Articles are beginning to be added by the community.

The business directory is awaited – Clerk to follow up progress.

Clerk to request that thicker font is used for each article to make the text easier to read.

**d) Community Funding Application: Update**

Clerk confirmed that the outcome of stage two of the application is awaited.

**170/21 Environmental**

**a) Climate Action Programme for the Parish**

Clerk confirmed that a report provided an update on Facebook engagement levels had been circulated in advance of the meeting.

Assistant Clerk raised the Queens Green Canopy and the proposal to give a free tree to households to support the campaign. Bethan Turner to be asked to developing the marketing material. Assistant Clerk confirmed that a further schedule of work from January for Bethan would be developed shortly for approval.

**b) Land next to Old West Monkton Primary School – update**

Assistant Clerk confirmed that the Parish Lengthsman had strimmed and sprayed the land with herbicide. It was noted that it could do with further work. Assistant Clerk to ask the Parish Lengthsman to strim / spray the area again.

Cllr Elliston raised the land behind the new Primary School. Clerk confirmed that a response had not been received from Redrow and that she would send a chaser.

**171/21 Local Government Re-Organisation – update**

Nothing further to discuss.

## **172/21 Reports, including recent developments, matters to consider and decisions to be made:**

### **a) Bathpool Flood Warden: Mr Kevin Perry**

Mr Perry reported that September rainfall was slightly above average but that there were no problems with the river levels.

The issue with the flap gates from the Old River Tone into the new River Tone reported at the last meeting were sorted within 48 hours.

There has been a further incident of garden waste including fence panels being left on the river bank, this has been reported to the Environment Agency who are taking enforcement action.

Mr Perry is attending the Somerset Prepared Events which are taking place at the moment. Mr Perry has taken the opportunity at the events to raise the MH1 attenuation ponds. The response received indicated that West Monkton isn't the only place with problems with attenuation ponds.

Alun Griffiths is in the process of doing the piling platform as part of the Creech Castle works, which incorporates 5 pipes through it. The work should be completed in February / March then the concrete culvert will be reintroduced.

A meeting has taken place with FWAG regarding leaky dams. Paperwork is being developed at the moment but it is hoped that three leaky dams will be in place before winter. FWAG representatives are also linking up with and talking to other Parishes.

On other matters, Mr Perry confirmed that he had reported the overgrown pavements on Hyde Lane to SCC and that it was confirmed at the public consultation event arranged by Alun Griffiths, that the foot bridge at Creech Castle will remain following the works.

Finally Mr Perry confirmed that he will be attending the Water Forum event on 19<sup>th</sup> November.

### **b) NP Delivery Group Chairman: Mr K Tutill / Assistant Clerk; Update.**

Mr Tutill reported provided an update on progress with the Neighbourhood Plan. The HRA and SEA have come back satisfactorily. Ann Rhodes at SWT has recommended that the Parish Councils proceed with the Regulation 16 submission. Documents are being prepared to enable this to happen. Mr Tutill requested authorisation to proceed with the submission. Submission was authorised, proposed by Cllr Elliston, seconded by Cllr Cavill and agreed by show of hands.

### **c) Councillors with roles of responsibility (not all Councillors will have a report to make)**

#### **Footpaths**

In Cllr Gage's absence there are nothing to report.

#### **BACH Chairman;**

In Cllr Gage's absence there was nothing to report.

#### **Allotments;**

Clerk outlined the proposed updated tenancy agreement for use from 1<sup>st</sup> January 2022. The agreement has been updated to include a clause about considerate small bonfires by allotment holders. The proposed tenancy agreement was approved.

#### **Highways;**

Cllr Besley raised the hedge along Mead Way next to the post box which is overgrown. Clerk confirmed that the hedge is the responsibility of SWT to cut and that it had been reported to them.

#### **Water Resilience;**

Cllr Cavill and Hall confirmed that there was nothing to report.

#### **Safe Routes to School;**

In Cllr Tully's absence there was no report.

Cllr Cavill provided an update on the safer route to school through the Country Park. SCC have agreed that a central pillar only is required, with no barriers, at the Maidenbrook end entrance. A quote has been obtained from RW Gale for the tarmacking work and Assistant Clerk has applied for the S171 licence. More gravel / dust is going to be required on the pathway and a JCB and roller will also be required. This will mean that the cost of the path will exceed the budget.

#### **Public Open Spaces/ Children's Play Areas and Recreation;**

Cllr Hope confirmed that he had nothing to report.

#### **Transportation;**

Cllr Elliston reported he has a meeting with representatives of Wivey Link on Friday to find out more information about how they operate to inform any community transport proposals that the Parish Council develops.

**d) Communications Report - Clerk.**

The Communications Report had been circulated in advance of the meeting. Clerk had nothing further to report

**e) GDPR**

Nothing to report.

**f) WMPC Chairman; Cllr Haskins**

Cllr Haskins reported on the following events:

A358 Dualling Meeting – attended a meeting with representatives of Parish Councils affected by the A358. Some of the Parish Councils have formulated a well-informed response to the consultation. The cost of delivering the project is closed to being unviable, if this happens it will mean that the whole project won't take place including the Henlade bypass element.

LGR Conference on 7<sup>th</sup> October – an interesting conference attended by representatives of Town and Parish Councils. Further meetings will take place in the future.

**Representatives on outside bodies/Response to Consultations:**

**g) West Monkton Village Hall Management Committee**

In Cllr Tully's absence there was nothing to report.

**h) The Spital Trust**

Cllr Ellis reported that correspondence had been received by the Trust in respect of the dualling of the A358, indicating that the Trust owns some land included in the proposal. This is being looked into by the Trust.

**i) Any events at which WMPC was represented**

No other events.

**j) Consultations responses to be developed / approved for submission**

Responses to the NALC / DEFRA Local Nature Recovery Strategies and SWT Free Trees consultations were discussed and agreed at the Planning Committee meeting. The responses were approved for submission.

**173/21 Finance**

**a) BACH Finance to 30<sup>th</sup> September 2021.**

Clerk summarised the BACH Finance report circulated in advance of the meeting which confirmed the income and expenditure in relation to the BACH up to the 30<sup>th</sup> September 2021.

Clerk outlined the agreement received from the Primary School in respect of the BACH utilities. The terms of the agreement were accepted. Cllr Gage authorised to sign the agreement on behalf of the Parish Council, proposed by Cllr Hall, seconded by Cllr Ellis and agreed by show of hands.

**b) Asset Register – Annual Approval**

The WMPC Asset Register, circulated in advance of the meeting was approved. Proposed by Cllr Ellis, seconded by Cllr Hope and all agreed by show of hands.

**c) WM finance**

CIL projects

- Anticipated costs of supply and installation of Safer Route to School at Country Park on target for estimate up to a maximum of £12,000.00 (CIL Project). Extant quotation from RW Gale for footpath surfacing (2123.00 +vat) awaiting agreement from J Fellingham.
- To note Tacchi Morris refurb CIL project now formally closed. Total cost £16101.51 (ex vat).
- Does WM PC wish to have a display table for Remembrance Day 11 Nov in the BACH lobby? Any thoughts on Tommy statue for the lobby? (the one at the CP was donated privately). Support to purchase a wreath or other items from the British Legion if necessary:

It was agreed not to purchase the Tommy silhouette. Use wreath to lay at CP ceremony on 11 Nov.

- Climate Initiative. Hi viz vests purchased 'Safe to School' initiative £697.51 incl vat of 91.40. Cups purchased for Seed competition, within £2000.00 budget agreed for Seed initiative.

#### d) 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	£ 0.70	Sept 16 <sup>th</sup> statement
Nationwide	£	to follow Sept 31st
PSDF	£	to follow Sept 1st statement
Refund on cancelled dropbox subscriptions	£77.33	(shown in Oct fin sheet)
Second half of Precept	£31754.57	
Second quarter vat reclaimed (not yet received)	£3034.71	

Transferred £10000.00 from Business account to Treasurer's account

##### Payments

payee	Payment ex vat	Vat	Total	How paid	Budget line
A Pritchard litter picking	To follow			d-d	wages
Tailored auto-enrolment pension contributions	79.45			d-d	Pension contributions
A Shephard Clerks salary	To follow			bacs	salary
P Cavill assistant clerks salary	To follow			bacs	salary
HMRC month 7	To follow			bacs	Employer/NIC/PAYE
A Shepherd Homeworkers allowance	27.00			bacs	Homeworkers allowance
P Cavill homeworkers allowance	27.00			bacs	Homeworkers allowance
A Shepherd second qtr expenses	144.60		144.60	bacs	
P Cavill second qtr expenses	48.93		48.93	bacs	
S Rolls Lengthsmans Services in Sept				bacs	Lengthsmans services
B Turner Environment initiatives/comms Sept	175.00		175.00	bacs	environment
Youth Club sweets (Adam Crome)	37.38		37.38	bacs	grant
SWT 2 <sup>nd</sup> qtr grass cutting dog bin emptying	2735.94	168.00	2903.94	bacs	env
Burnham portaloo at CP	88.00	17.60	105.60	bacs	CP vol
<i>Cost of SID device, invoice expected</i>	<i>1919.00</i>	<i>383.80</i>	<i>2302.80</i>		
<i>Ragwort clearance at CP</i>					

Any other invoices received before 12 October 2021 £ to follow, to be paid by bacs wherever possible.

Resolution: to make payments described above:

Proposed by Cllr Ellis, seconded by Cllr Elliston and all agreed by show of hands.

Payments made since last meeting of WMPC.

1. To note: Payments made using debit card  
Upgrade to Dropbox Business Advanced Plan £540.00 +vat 108.00 = £648.00. Refund on existing subscriptions 39.55 +36.78 = 77.33. (shown in Oct receipts column of fin sheet)
2. To note: Payments by bacs/transfer:  
Keys from Fisher and Co for electrical meter box, plus others: goods and carriage 71.23+vat14.25 = 85.48(Env)  
Viking orders, stationary, ink, memory sticks: 131.73+vat26.35 = 158.08 and 34.26 +vat 6.85 = 41.11(SA)  
Miller plant hire for track 2000.00 +vat 400.00 =2400.00 (CIL)  
Castle Hill Quarry co ltd stone for track x3 invoices 4237.11 +vat 847.43: 369.47 +vat 73.89: 1126.95 +vat225.39 Total 5733.53 +vat 1146.71 = 6880.24 (CIL)  
Bethan Turner Hi viz vests exp reclaim 612.11 +vat91.40 =703.51 (Env)  
Bethan Turner Cups expenses claim £107.31 no vat (env)  
A Manchip Fit defib at T-M £120.00 +vat 24.00 = £144.00 (T-M refurb CIL)  
Habitat Aid bluebell bulbs 160.42 +vat32.08 = 192.50 (CPvol)  
Bradford Terram for track 360.00 +vat 72.00=432.00 (CIL)  
SWT Bollards for track 398.86 +vat79.77 = 478.63 (CIL)
3. To note: Payment by direct debit  
Invoice 10360 Sept 25th Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, for the servicing plan.  
Tailored auto enrolment pension deductions: £79.45  
Invoice SWS108849 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes April fin sheet)  
Survey Monkey annual subscription £320.00 +vat64.00= £384.00  
SWS 108718 Annual registration of domain name 20.00 + vat 4.00 = 24.00  
SWS 108726 Bus Dir for MM 125.00 +vat 25.00 = 150.00  
SWS Monkton Matters balance, web lite hosting, mailbox 173.00 +vat34.60 = 207.60
4. Cheque  
Nil
5. Transfer between accounts  
16<sup>th</sup> Sept 2021 £10000.00 from Lloyds Business account to Treasurers Account.  
22<sup>nd</sup> Sept 2021 £10000.00 from Lloyds Business account to Treasurers Account.

#### **e) WMPC Bank reconciliation**

Bank reconciliation and budget check: please check on green financial sheet. Ask any questions by email. Bank reconciliation for 1st October is complete and balanced.

General notes on spreadsheet

Each column heading is dated first of the month.

Each monthly receipt column is a snapshot of what has been received in the month prior to 1st of the month.

Each monthly expenditure column itemizes payment that will be made (i.e., paying the last month's bills) after 1st of the month. These are the monthly list of payments for approval.

Bank statements for 1st of the month provide the figures shown on the financial sheet (bottom left - hand corner).

Specific notes for WMPC October financial sheet

WMPC Receipts

Shows receipts between 1 Sept and 31 Sept. Includes interest from bank accounts.

WMPC Expenditure details ref green financial sheet

(Incl Sept figures)

Sundry admin: Dropbox upgrade per annum 648.00, two Viking orders, 158.00 and 41.11, Survey Monkey 384.00. Total 1231.19

Env: Keys for meter box 85.48, Bethan claim 703.51, Bethan 175.00, Window cleaning 170.00, M Besley 172.80, set up MM 870.00. Total 2176.79

CIL: Miller 2400.00, Castle Hill 6880.24, Manchip 144.00, Bradfords terram for CP track 432.00, bollards for track 478.63, grass seed 88.99, postcrete 54.00, Mowgate hedge cutting 672.00. Total 11149.86

Sundry Admin: Upgrade dropbox 540.00+ vat108.00 = 648.00, Viking 158.08, Viking 41.11. Total 847.19 (Access trophy cabinet replacement keys 20.00 +vat 4.00 = 24.00 in Sept column of fin sheet)

CPvolunteers Toilet hire 88.00 +vat17.60 = 105.60, expenses reclaim B Gage (diesel, padlocks chain) 159.97, Bluebells 192.50. Total 458.07

**f) To note the next meeting of the Audit Working Party on Friday 22nd October 2021 at 9.00 am by zoom.**

**g)The Budget setting/Precept meeting date was agreed 30th November at 7.00pm at the BACH.**

**174/21 Other matters for report only – items for discussion - no decision**

**a) Items for next meeting agenda – by Monday 1<sup>st</sup> November 2021**

Noted

### **Confidential Session**

#### **175/21 Country Park Update**

Cllr Mike Batsch, Cheddon Fitzpaine Parish Council, attended the meeting and provided an update on work taking place at the Country Park.

The chestnut fencing for the Forest School has been installed and the steel work and foundations for the structure are complete. The cedar roof for the structure is expected to arrive in approximately 6 weeks following its fireproofing. The work on the pond is expected to commence in mid-November and should be completed in December apart from the planted-out coir matting which will be added in the Spring. A payment schedule has been agreed with the contractor and the deposit has been paid following approval by Cheddon Fitzpaine Parish Council at its meeting on 11<sup>th</sup> October. Some additional expenditure on additional brackets and the redesign was also approved by Cheddon Fitzpaine Parish Council at its meeting; these costs will be split with the Parish Council.

Arrangements are underway for a Remembrance Service in the Country Park at 2pm on 11<sup>th</sup> November 2021.

Rev Mary Styles will conduct the service and representatives of SCC, SWT, the Royal British Legion and the three local Primary Schools will attend along with local residents who lost relatives in the War.

Cllr Mike Batsch tabled information about a Giant Poppy Memorial at the meeting and confirmed that the creator of The Memorial is looking for a permanent location to place it, conversations are taking place with the creator to see if the Country Park could be that location.

Bluebell bulbs have arrived and will be planted as soon as possible by volunteers.

#### **176/21 Dates of forthcoming meetings:**

Parish Council:

Second Tuesday in the month

2021: 9th Nov, 14th Dec

Planning Committee

First Tuesday in the month

2021: 2nd Nov, 7th Dec

Audit Working Party: 22<sup>nd</sup> October 2021 at 9.00am (Virtual)

Annual Parish Meeting: 30th March 2022

BACH committee: 23<sup>rd</sup> November 2021 at 7pm at the BACH

Budget and Precept Working Party 30<sup>th</sup> November 2021 at 7pm at the BACH

Meeting finished at 10.32pm



Signed Chairman:

Date: 9<sup>th</sup> November 2021

Adopted - Redacted