



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 13th July 2021 at 7.00pm.

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

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, and attending virtually – Jason Woollacott, Parish Councillor, Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden, Mr K Tutill, NP Delivery Group Chairman, Cllr David Fothergill, County Councillor.

The agenda was interrupted to take item 17 'Country Park – Update'.

108/21 Country Park: Update

Cllr Haskins welcomed Jason Woollacott, Cheddon Fitzpaine Parish Councillor to the meeting who outlined the concerns of CFPC regarding the timeline in relation to the sharing of the vision document in respect of the Country Park.

It was agreed that the final vision document would be circulated by email to all Parish Councillors as soon as it is received and a date would be identified for a CP Management Group meeting in advance of the joint PC meeting to discuss the vision document on 21st July.

The agenda was resumed.

109/21 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Andrew Pritchard, District Councillor. A message was received stating that Cllr Tully's son had explained Cllr Tully had had a double hip replacement and was convalescing in Dorset.

110/21 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.

111/21 To adopt the minutes of the last meeting of the Parish Council on 8th June 2021

The minutes from the previous Meeting of the Parish Council on 8th June 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 8th June, proposed by Cllr Ellis, seconded by Cllr Besley and all agreed by show of hands.

112/21 To note Clerk's report and Assistant Clerk's report

Clerk's report:

- Actions from previous meetings and other issues raised during the month:
 - Attempted to make contact with Chainsaw Carver but no response received, continuing to follow up. Any other recommendations?
 - Circulated information about the Homefinder Policy consultation
 - Requested a site meeting with Persimmon regarding Hartnells Farm development and positioning of fence / boundary with Mead Way.
- Other Parish Administration:
 - Updating Planning Log with planning decisions / conditions weekly.

- Community Website development with Somerset Web Services including developing articles for categories and making contact with organisations / businesses to ask if they would like to contribute an article.
- Heathfield School regarding Hedge on boundary with Farriers Green which is encroaching on the footpath. Heathfield School have committed to carrying out work to cut back the vegetation.
- WM Liaison Meeting arrangements, agenda and actions.
- SCC Highways Meeting arrangements, notes and actions.
- LGR correspondence with Parish Councils.
- Request for new Dog Bin at Gotton, met with SWT at the proposed location.
- Thanks received from Creech St Michael PC for the new Bristol Gate to replace previously padlocked gate.
- Submitted agreed responses to 5G and Ruishton NP consultations.
- Development of additional Assistant Clerk's proposed roles / responsibilities
- BACH:
 - Preparation for CCS Hallmark Status visit.
 - Meeting with the school regarding car park, some measures identified to prevent parent using the car park and walking across it.
 - Committee Meeting to take place on 20th July
- Meetings last month:
 - 1st June – WM Liaison Meeting
 - 1st June – Planning Committee Meeting
 - 4th June – SLCC Branch Meeting
 - 8th June – Parish Council Meeting
 - 10th June – Virtual Parish Surgery
 - 14th June – Country Park meeting with SWT
 - 14th June – Joined Kingston St Mary PC meeting regarding LGR
 - 22nd June – Meeting with School regarding use of BACH Car Park
 - 23rd June – SCC / Parish Council Forum re LGR
 - 23rd June - SCC Highways Meeting
 - 23rd June – A358 Community Forum
- Meetings this month:
 - 5th July – Country Park meeting with SWT
 - 6th July - WM Liaison Meeting with SWT
 - 6th July – Planning Committee Meeting
 - 8th July – Parish Surgery
 - 13th July – Parish Council Meeting
 - 19th July – Country Park meeting with SWT
 - 20th July – BACH Committee Meeting
 - 21st July – SCC / Parish Council Forum re LGR
 - 23rd July – Audit Working Party Meeting
 - 23rd – 24th July – CP Consultation Events
 - 28th July – SWP Recycle More Briefing

Assistant Clerk's report:

- Actioned decisions made by Council.
- Attended virtual meetings of Cheddon Fitzpaine PC, Parish Surgery, WM Liaison, Highways, SCC LGR updates.
- Distribution of daily and weekly newsletters ref corona virus pandemic.
- Parish administration
 - Ordered new noticeboard for School Road Co-op 19.3.2021 stated delivery time was 6 – 8 weeks. Checked progress with order Monday 17 May, 3-4 weeks more. Phoned 22/6/21 – noticeboard delivered 24th June 2021.
 - On-going liaison with Lengthsman's Services regarding jobs and priorities in the parish.

- Julian Grant is new SWTC appointment for bins, Chris Poole is new appointment for grass cutting. Met Julian at M Elms bus shelters and discussed options for bins for each shelter – he will try to source a bin with a recycling compartment. Quote in Finance Report.
- Drafted job spec for assistant clerk community development officer.
- Organised purchase of strimmer and Lantra training for its use. Ordered x 2 chainsaw combi kits protective wear.
- Neighbourhood Plan
 - Finalised proof reading amendments to Main Document suggested by Mike Batsch, and contributions from other Councillors. Document now 'finished'. Submitted to A.Rhodes for informal comment 17 June.
 - Finished updating 'Basic Condition statement', 'Sustainability Audit' 'Change' document, ready for approval before onward progress.
- CIL projects:
 - Keep Shaun up to speed with footpaths project including supply of materials such as postcrete.
 - T-M accounts (within project sum agreed).
- 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, meeting with Bethan and Amy for update and moving forwards to competition details and prizes. Cups discussed, the trophies held by WM PC will not be awarded, but small trophy cups purchased for the event. Bethan to buy decorative ribbon.
- Finance / Audit Working Party
 - Purchased bean bags, first aid kit, accident book, Sharpie pens for Youth Club (within grant agreed).
 - Made donation to Crimestoppers as agreed
 - Ordered picnic tables, have been delivered to 2 Hill Farm Cottages. Earth anchors ordered not yet delivered.
 - Sent in Unity Trust Bank application, application successful. Opened internet access to the account.
 - End of year AGAR submission of required documents and publication of dates of Electors Rights
 - Paid for logo to enable forward progress with Monkton Matters.
 - Prepared detailed first quarter bank reconciliation
 - Made first quarter vat reclaim

113/21 SCC Report from Cllr D Fothergill

Coronavirus infection rates: The up to date number of Covid cases in Somerset confirm a significant rise. The figures currently stand at 145 per 100,000 in Somerset. The number of cases has risen significantly in the last 4 weeks. The number of total deaths across the County is currently 19% below the 5-year average.

Despite significant progress and even for those who have had both jabs it is vitally important to remember, to observe Hands-Face-Space and to Ventilate indoor areas at all times.

Road map out of lockdown: The final stage out of lockdown delayed until July 19th (with a July 5th review) is subject to Government assessment on four key criteria:

- the vaccine deployment programme continues successfully
- evidence shows vaccines are sufficiently effective in reducing hospitalisations and deaths in those vaccinated
- infection rates do not risk a surge in hospitalisations which would put unsustainable pressure on the NHS
- the assessment of the risks is not fundamentally changed by new variants.

By this date the Government hopes to be in a position to remove all legal limits on social contact and to reopen remaining premises, including nightclubs. The final easing of restrictions on large events, performances and life events such as weddings will also be subject to the analysis of the outcomes from certain pilot events.

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 programme roll-out: Somerset continues to have one of the highest vaccination rates in the country with the latest figures showing over 700,00 doses (both 1st and 2nd). Take up rates of both doses is very high: 80+ (96%), 75-79 (100%), 70-74 (98.3%), 65-69 (90.4%), 60-64 (95.2%), 55-59 (91.7%) and 50-54 (84.5). First dose rates are currently 45-49 (84.9%), 40-44 (90.4%), 35-39 (81.6%), 30-34 (71.5%) and 25-29 (44.2%).

One Somerset: An announcement on the future of local government in Somerset is expected from the Government before the Parliamentary summer recess on 22nd July. For more information visit:

www.onesomerset.org.uk

Consultation on A38 Burnham to Bristol airport upgrade: Proposals to make improvements to one of Somerset's key roads are being shared with the public. Somerset County Council and North Somerset Council are working in partnership on a number of proposed schemes on the A38 Burnham-on-Sea to just outside Bristol. The scheme seeks to improve journey reliability times, road safety and better connect local communities – whether by car, public transport or active travel. The public are invited to comment on these plans using the interactive map on the engagement website, <https://a38mrn-engagement.com>. The feedback will help inform the A38 Major Business Case that will be submitted to Government for approval later in the year.

Tackling Somerset's Childminder shortage: The number of registered childminders in the county has decreased by over 31% since September 2015. In response, Somerset County Council has been working hard to boost numbers and is tackling the shortage of childminders across the county. In addition to a 'Golden Hello' grant worth £250.00, guidance and training is being offered to newly registered childminders which supports them through Ofsted registration and beyond. Anyone interested in attending an information session on Wednesday 21 July (6.30-7pm) is urged to register through: <http://www.eventbrite.co.uk/e/childminding-in-somerset-virtual-information-session-tickets-157986252133>

Pioneering Climate adaptation website: A new web-based app gives the opportunity to explore the impacts of climate change on the Somerset Levels. The app, created as part of the Adapting the Levels project to help local people turn individual ideas into plans for collective action, focusing particularly on the challenges of flooding and drought. Adapting the Levels has worked with SCC, Somerset Wildlife Trust, Farming and Wildlife Advisory Group, Parish and Town councils, businesses and communities to create draft pathways, which are available to explore online. Everyone is invited to view the pathways, comment and add ideas, by visiting

www.adaptingthelevels.co.uk

Investing in Children and Young people: An ambitious and innovative approach to improve the life chances of Somerset's highest needs children has given the green light. The ten-year programme will deliver a new way of working which will address the needs of Somerset's most complex children and young people who are cared for by the Council. The council will be seeking a strategic partner(s) to provide up to 10 new small homes in Somerset, linking these to foster carers and therapeutic education to provide a seamless service that will help children and young people to grow and flourish. Combining foster care and small homes will offer young people the experience of a stable home environment and the opportunity to live with a family when they are ready. Skilled therapists from different agencies and teachers will work together to provide wraparound support designed to meet their individual needs.

Special Educational Needs Survey: Parents, carers, children, young people and practitioners are being asked to complete a short confidential survey to help shape services for children and young people with special educational needs and/or disabilities (SEND). Together with NHS Somerset Clinical Commissioning Group and the Somerset Parent Carer Forum, SCC are keen to hear views of children and young people who have SEND, their parents, carers and families, and the practitioners who support them. The short survey will close on Friday 9 July. www.somerset.gov.uk/360survey

Cllr Fothergill was asked if there would be a repairs programme in place to repair the damage to the roads, caused by the increased use of the 'back lanes' particularly Maidenbrook Lane, Goosenford, and Greenway during the closure of the A3259 at Yallands Hill.

114/21 SW+T Council reports from Cllrs Cavill

Cllr Cavill reported on the following:

Garden Town Design Guide Consultation – currently live and briefing events are taking place. The consultation runs until 19th August 2021.

Carbon Zero Policy – 54 new zero carbon properties have received planning approval in the SWT area and 28 more are proposed for Taunton. The properties will be built by SWT and used as a showcase to developers.

Phosphates – 93 Planning Applications are currently being held up in the Taunton Deane / West Somerset area due to phosphates. It has been nearly 12 months since the letter was received from Natural England and although a calculator has been agreed, mitigation sites haven't all been established yet. Progress is slow and some developers are walking away from the area.

Taunton Town Council – involved in the establishment of the Town Council – consideration is being made about incorporating areas of neighbouring parishes in the Town Council. This would require a boundary review.

Retrofitting existing Council House stock – involved in a task and finish group established to retrofit homes.

West of Greenway – Option agreements fell due in December and the landowners have decided to market the land. There may be a risk to the acquisition of land for the Somerset Wood.

The agenda was adjourned

Public Question Time

Cllr Gage reported that the grill in front of the telephone box to stop water from going inside it is blocked and needs to be cleaned.

Cllr Gage reported that he had asked the Lengthsman to cut the hedge at New Cross to improve the view from the bench.

Cllr Gage reported that some of the wooden bollards at New Cross were missing. Clerk confirmed that the missing bollards had been reported to SCC Highways.

Cllr Gage reported that the vegetation along the footpath between Aldi and Creech Castle was overgrown. Clerk confirmed that the issue has been reported to SCC Highways.

Cllr Gage reported that water quality test kits may be available from Wessex Water for the Parish Council to check the quality of water in streams.

Cllr Gage requested an update regarding the attenuation ponds in MH1. Despite the heavy rainfall on 4th July, the attenuation ponds had no water in them.

Cllr Gage requested that an Officer from Wessex Water attend a future PC meeting.

Cllr Haskins reported that he had received correspondence from Airband with Wayleave documents that weren't correct.

Cllr Haskins reported that he had cut the area of grass on the green triangle at the end of The Street in West Monkton following complaints about the condition of the area. It was suggested that an area of wildflowers or similar could be included on the green triangle.

Cllr Hope reported that the hedge at the end of School Road needs cutting as it is growing into the pavement.

Cllr Hope asked who is responsible for replacing the bollards on Bridgwater Road near the school where the road thins. Clerk confirmed that it is the responsibility of the developer.

Cllr Elliston raised that members of the public have enquired about adding wildflowers to road verges, in particular the ERR.

Cllr Besley raised the matter of the ragwort along the ERR.

Clerk raised a question received from a member of the public in advance of the meeting that asked what measures will be put in place for when the WRR opens to ensure its use.

Clerk to make enquiries.

Clerk to follow up with Planning Enforcement and copy Cllr Cavill in. Clerk to make enquiries and request Wessex Water Officer attendance at a further meeting.

Clerk to request permission from SWT.

Clerk to report to SCC Highways.

Clerk to check that bollard replacement is on the list of MH1 issues.

Item to be added to the August Planning Agenda to discuss.

Clerk to chase Persimmon about the removal of ragwort.

Clerk to respond to confirm the measures being investigated by SCC Highways.

115/21 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 6th July 2021 (listed on SW+T Council website); and to consider any others to date

The following recommendations from the WMPC Planning Committee on 6th July were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Besley, seconded by Cllr Elliston and agreed by show of hands.

48/20/0031 Demolition of bungalow and outbuildings with the erection of 4 No. dwellings with associated works at The Orchard, Blundells Lane, West Monkton. (Extension to make comments until 6th July)
Parish Council supports amendments to the application, noting that the reconfiguration and layout of the four dwellings has been done in consultation with the SWTC Placemaker.

It was noted that some of the NP policies did not seem to have been addressed.

WM&CF NP Policy H5 Buildings and climate – emerging policy:

No evidence shown of:

- Materials used – carbon emission - need more information
- Orientation for maximum solar gain - not clear, roof strength to accommodate pv units not indicated
- Water resilience – not indicated
- Ground source or other heating
- EV charging points

Policy R1 Dark skies

Lighting information not given: All lighting on site should be downlit and LED

Policy R2 Green spaces and wildlife

Biodiversity measures eg swift boxes bat boxes not shown

Policy R3 Flood attenuation

Water butts or other rainwater capture solutions should be installed to collect rainwater runoff from roofs not indicated in plans. Noted that road will be semi permeable. The stream running along the road boundary of the site and draining water from West Monkton towards A3259, is frequently full and so rain water runoff must be dealt with, so that the stream is not overloaded to cause flooding at the junction of Blundells Lane with the A3259.

It was noted that phosphate mitigation measures had not been included in the application.

48/21/0038/VSC Variation to Section 106 agreement on application 48/05/0072, to amend Clause 12, Mortgagee in Possession of the Agreement, and replace with mortgage exclusion clause to enable the applicant to borrow on a Market Value Subject to Tenancy (MV-STT) basis on 17, 19, 21 and 23 Bishops Close, 42, 44 - 57 inclusive, 59, 61, 63, 65, 67, 69, 71, 73, - 86 inclusive, 88, 90 Hardys Road, 6 - 7 inclusive, 25-28 inclusive Schofield Close, 2, 4, 6, 8 Ginger Place, 22, 24, 26, 28 Leaches Mead, Taunton

The Parish Council has no comment to make on this application, but as a general note appreciates being informed about a variation to S106 agreements, which has not always been the case.

48/21/0039/T Application to fell one Ash tree and to carry out management works to one Ash tree included in Taunton Deane Borough (West Monkton No.1) Tree Preservation Order 2001 at 64 Mead Way, Monkton Heathfield (TD897)

The Parish Council has no comment to make on the proposed tree works.

48/21/0040 Change of use and conversion of first floor of garage to holiday let accommodation at 24 Burlinch, Burlinch Lane, West Monkton

The Parish Council supports this application.

Relevant NP Policies

H2 Materials

The Parish Council noted that the materials used are climate resilient and sustainable.

H5 Building and Climate change – emerging policy

It is suggested that measures should be in place to encourage water resilience, to re-use rainwater, install ground source or other heating, and pv panels. Add permanent biodiversity measures e.g. bee bricks, bat boxes, swift boxes.

R1 Dark Skies

All external lighting must be LED and downlit, and movement activated.

R2 Green space and wildlife

Noting that the surrounding area has been environmentally sympathetically restored, it is expected that the green surroundings will be enhanced and protected to maximize the potential to deliver Somerset Pollinator Action Plan

R3 Flood attenuation

Water attenuation measures should be in place such as water butts to collect rainwater runoff from roof, and phosphate mitigation.

R6 Trees and hedgerow

Protection of existing trees and hedgerows has been well demonstrated on the site, NP recommends use of native British species in future planting.

48/20/0050 Erection of a 66 bedroomed care home (Class C2) with associated parking, access and landscaping at Heathfield Industrial Park, Hardys Road, Bathpool

The amendments to the fenestration and materials were discussed. In a vote by show of hands, the majority of the Parish Councillors supported the amendments. There was one abstention.

14/21/0024 Application for Outline Planning with all matters reserved, except for access and landscaping, for the erection of up to 35 No. dwellings with associated works, formation of access, landscaping, ground engineering and drainage works on land to the west of Derham Close, Creech St Michael

In view of the fact that Creech St Michael Parish Council had not received this application from SWTC, and had deferred it's consideration until August, it was agreed to defer comments invited from West Monkton PC, (as an adjacent Parish to a significant planning application) until the August WMPC Planning Committee.

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

Decisions noted.

116/21 MH developments

a) Update

Cllr Cavill confirmed that SWT have reported that a planning application in respect of MH2 is expected from the developers shortly.

b) Poor condition of MUGA at Hob Close

Clerk confirmed that following the WM Liaison meeting on 6th July, the condition of the MUGA was reported to SWT Health and Safety who have since responded to say that it is the responsibility of the developer.

ROSPA inspection reports requested from Persimmon, who have replied to indicate that the reports are out of date and invalid. This information has been passed to SWT and a response is awaited to confirm whether the play areas should be open to the public without valid ROSPA inspection reports.

A discussion followed about whether the Parish Council should commission ROSPA inspections of the MH1 play areas. It was agreed that the Clerk would obtain a quote to carry out the inspections and circulate it to Councillors with a view to it being approved by email. Proposed by Cllr Besley, seconded by Cllr Cavill and all agreed.

c) Hartnells Farm Development and related sewer works on Heathfield Drive: Update

Cllr Cavill confirmed that work is continuing in relation to the sewer works as it is not yet operational.

Cllr Fothergill to find out from SCC Highways if the contractor is required to undertake any remedial work on Heathfield Drive.

d) Feedback from WM Liaison Meeting on 6th July

Clerk confirmed that the Hartnells Travel Plan information has been received following the meeting.

Clerk also confirmed that information about the S106 agreement in relation to the retail units has been passed to Simon Fox to investigate if a variation has taken place.

Clerk confirmed that an invitation to future WM Liaison meetings has been sent to representatives of Persimmon and Redrow. A response is awaited.

e) Regeneration of former Taunton Land Rover site, Bridgwater Road.

Clerk confirmed that an update had been received from Savills. The Planning Application is almost ready and is expected to be submitted in a week or so. Savills will advise the PC when it is submitted. Savills also confirmed that the consultation resulted in a few queries about the types of activities that will take place in the proposed units and also confirmed that a number of people had been in touch expressing an interest in operating businesses from the proposed units. All of the responses to the consultation will be included in the Statement of Community Involvement which will accompany the Planning Application.

117/21 Community Development Projects

a) New Assistant Clerk – Community Development Officer Role

The proposed job description that was circulated in advance of the meeting and discussed at the July Planning Committee meeting was discussed.

Cllr Elliston suggested two amendments regarding the essential experience / skills required for the role.

Clerk to amend and send to Cllr Haskins for final sign off following which the role will be advertised.

Proposed by Cllr Ellis, seconded by Cllr Elliston and agreed with all in favour apart from Cllr Gage who abstained from voting.

b) Sports Pitches

Cllr Cavill confirmed that the situation remained the same. In order for the FA to support the change of use of the pitches from senior football to rugby and cricket, they need to be satisfied that there will be an adequate supply of junior football pitches for future need.

Cheddon Fitzpaine PC have identified a potential piece of land near Tudor Park which could be used for parking, and provision of a toilet, adjacent to the Waterleaze football ground. Cheddon Fitzpaine PC are starting to make enquiries about acquiring the piece of land and developing a plan to satisfy the FA.

c) Additional pedestrian crossing of A38 at Bathpool

Cllr Fothergill confirmed that this proposed additional pedestrian crossing or footpath widening can be put forward as a Small Improvement Scheme in September / October. Cllr Fothergill confirmed that each County Councillor can only put forward one scheme for their whole area.

d) CIL Projects

Footpaths / Renewing gates and stiles: Update

Assistant Clerk confirmed that the Lengthsman still has three gates / stiles to replace. The Lengthsman will do this work as soon as he is able to.

Tacchi Morris Grant Application: Update

Assistant Clerk confirmed that the end of project information has been received from Tacchi Morris. The cost of the project came within £300.00 of that budgeted. It has been agreed with Tacchi Morris to keep the £300.00 available to them until September for launch. If the remaining £300.00 is not spent it would be returned to the CIL pot for spending on other CIL projects.

Aginhills Footpath Diversion: Update

Cllr Cavill provided an update. Relevant land owners have been invited to the Country Park consultation event on 24th July so that they can see how the Country Park plans are linked to the footpath diversion.

118/21 Community

a) Update; Cllr Elliston

Cllr Elliston confirmed that he did not have much to report. The community are in some dismay with the ongoing road chaos in the parish. Cllr Elliston asked if the Parish Council would be willing to engage someone like British Beekeeping or another similar organisation to design some ideas for wildflower areas on road verges. Cllr Cavill to find some contacts and pass them to Cllr Elliston. The issue of working on the highway was discussed and the requirement for those working on the highway to hold a specific qualification.

Cllr Elliston also reported that there had been some thefts from gardens in MH1, youths messing around on equipment at the Cricket Club and incidents of joggers being intimidated. All issues have been reported to the police.

b) Community Website Update

Clerk provided an update on the community website.

Cllr Elliston reported that he was developing a directory of local businesses for inclusion as an article on the website and requested confirmation of the best way to send this information to Somerset Web Services for inclusion and whether an excel document was acceptable. Clerk to check.

c) Funding opportunities

Clerk confirmed that the funding which is available to Parish Councils for projects that enable reconnecting communities and opening up safely is being administered by SALC and Expressions of Interest can be submitted in August. It was agreed that an item would be added to the August Planning Committee Meeting agenda to discuss and inform the Expression of Interest that the PC would submit.

119/21 Environmental

a) Climate Action Programme for the Parish – update

Clerk summarised the report provided by Bethan Turner, All About You showing the level of engagement on Facebook on Climate Action communications.

Clerk confirmed that the PC originally commissioned Bethan Turner to work with the Parish Council for a period of 6 months. This period has come to an end. Clerk asked if the Parish Council would like to continue to use Bethan Turner so that she can continue to support the planting initiative and support the Parish Council with the launch and ongoing management of the Monkton Matters website. It was proposed by Cllr Besley, seconded by Cllr Elliston and agreed with all in favour to continue to use Bethan Turner's services for a further 6 months.

b) Co-op noticeboard – update

Assistant Clerk confirmed that the noticeboard has been delivered and is awaiting installation.

c) Defibrillator – update

Clerk confirmed that the defibrillator is with Tacchi Morris and is awaiting installation by an electrician.

d) Land next to Old West Monkton Primary School – update

Clerk reported that a member of the public had been in contact expressing concerns that the area is becoming overgrown again and the brambles are beginning to get out of control. Assistant Clerk to request that the Lengthsman spray the brambles and keep the area strimmed.

e) Picnic Benches – update

Assistant Clerk confirmed that the picnic benches have been delivered and are awaiting installation.

120/21 Local Government Re-Organisation – update

Clerk summarised the responses received from Parish Councils who have all responded to confirm their willingness to enter a dialogue about forming an LCN. It was agreed that an SCC Officer should be in attendance at a joint meeting with all PCs; Clerk to respond to Carlton Brand at SCC to confirm and then arrange a convenient date for a meeting to take place.

121/21 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

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Mr Perry reported that more than twice the normal rainfall for July fell in a couple of days. This resulted in a sharp rise in river levels but everything was ok.

Mr Perry also reported that all the MH1 attenuation ponds remained dry throughout the rainfall.

Mr Perry reported that he is in dialogue with FWAG about leaky dams and has registered his attendance at the Wessex Flood Warden Resilience Day and other events relating to the EA Alert System and Somerset Water Forums.

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

Mr Tutill summarised the supporting documents that have been developed to accompany the reviewed NP. It was proposed by Cllr Gage, seconded by Cllr Ellis and agreed with all in favour to approve the Change Record, Basic Conditions Statement, Sustainability Audit and NP Revisions Consultation documents.

Mr Tutill confirmed that the reviewed NP cannot be formally submitted until the HRA has been done, Ann Rhodes at SWT has requested the HRA.

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

Footpaths

Cllr Gage reported that he had requested a further 5 gates to replace existing ones at identified places in the Parish.

BACH Chairman;

Cllr Gage reported that he has spent a long time on the phone with BT trying to sort out the account and ensure that the correct charges are applied for telephone / broadband in accordance with the order made. BT are going to refund an additional £96.00 + VAT, the monthly cost will be £37.45+VAT for 24 months.

Cllr Gage also reported that he had a meeting with the school to discuss the utility bills. The bills have now been received and the school are proposing that a payment of £100.00 per month is paid for electricity, water and heating. It was proposed by Cllr Gage, seconded by Cllr Cavill and agreed with all in favour that a payment of £100.00 per month is paid to the school for utility costs.

Allotments;

Clerk confirmed that there was nothing to report.

Highways;

Cllr Besley reported that the notes from the meeting with SCC Highways and the road and traffic issues document containing the SCC comments have been published on the PC website and shared on Facebook. Cllr Besley has requested members of the public send him any comments or observations.

Cllr Besley also reported that flooding is being experienced on Bridgwater Road because the drains between 128 Bridgwater Road and Roys Place are blocked. Clerk to report to SCC Highways.

Water Resilience;

Cllr Cavill confirmed that there was nothing to report.

Public Open Spaces/ Children's Play Areas and Recreation,

Cllr Hope reported that the recent rainfall has caused significant growth of clover which is stopping the self closing gates on play parks to operate.

Cllr Cavill requested confirmation that the proposed modifications and comments on the CP lease were agreeable. Councillors confirmed that they were.

Cllr Cavill requested a resolution to accept the Forest School quoted costs circulated by Cllr Hall. It was proposed by Cllr Gage, seconded by Cllr Ellis and agreed with all in favour to accept the quote.

Cllr Cavill reported that a site meeting is taking place at the Country Park next week to discuss the Safe Routes to School footpath that will be placed at the bottom of the Country Park.

Safe Routes to School;

In Cllr Tully's absence there was nothing to report. It was noted that the WRR is expected to open as planned on 25th July.

Community Liaison /Transportation;

Cllr Elliston confirmed that he had nothing further to report.

Local Government Re-Organisation;

Cllr Cavill confirmed that there was nothing further to report.

d) Communications Report - Clerk.

Clerk confirmed that there was nothing to add to the report that was circulated in advance of the meeting.

e) GDPR

Nothing to report.

f) WMPC Chairman; Cllr Haskins

Cllr Haskins confirmed that he had nothing further to report.

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 confirmed that there was nothing official to report but that following the replacement of the kitchens the cost of the insurance has increased.

i) Any events at which WMPC was represented

No other events.

j) Consultations responses to be developed / approved for submission

No consultations.

122/21 Assets

a) Asset Register

Up to date.

123/21 Finance

a) BACH Finance to 30th June 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 30th June 2021. Clerk to liaise with the school about establishing a direct debit / standing order arrangement with the school for the monthly utility services costs.

b) Quotes

- Quotes, grant applications, other
Installation of two litter bins, one on either side of the road at the Monkton Elm bus shelters – litter is being left around the bus shelters. Black, two compartments, flap openings
Cost for SWTC to supply and install £920.98 +184.20 vat

Installation of another the same at Gotton crossroads: supply and install coat the same
Accept quote from SWTC
Proposed by Cllr Besley, seconded by Cllr Gage and all agreed by show of hands
- Having identified the need for a bus shelter cleaner, quotes sought from local companies to clean all 10 bus shelters in the Parish once a month. Only one company quoted.
Quote no1 £15 per stop but £25.00 per stop first clean of 2xMerry Monk because they are dirtier than the rest.
Cost = £170.00 first time thereafter £150.00
Resolution to accept quote of £175.00 for an initial clean of the shelters. Cllrs to review the cleanliness of shelters before instructing further cleaning once every two months.
Proposed by Cllr Elliston, seconded by Cllr Ellis and all agreed by show of hands.
- To note the Unity Bank Savings Account is now open. To agree to the transfer of £84000.00 to the savings account.
Proposed by Cllr Elliston, proposed by Cllr Ellis and all agreed by show of hands.
- To note the next meeting of the Audit Working Party on Friday 23rd July 2021 at 9.30 am by zoom.

c) Receipts and payments

Receipts

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Interest Lloyds	£1.61 June statement
Nationwide	£ 3.22 May, 3.11 June
PSDF	£ 2.04 May, 1.61 June
First quarter vat reclaim (made 5/7/2021)	£2382.16 to follow

Payments

payee	Payment ex vat	Vat	How paid	Budget line
A Pritchard litter picking	42.00		bacs	wages
Tailored auto-enrolment pension contributions	79.45		d-d	Pension contributions
A Shephard Clerks salary	xx.xx		bacs	salary
P Cavill assistant clerks salary	xx.xx		bacs	salary
HMRC month 4	449.01		bacs	Employer/NIC/PAYE
A Shepherd Homeworkers allowance	27.00		bacs	Homeworkers allowance
P Cavill homeworkers allowance	27.00		bacs	Homeworkers allowance
S Rolls Lengthsmans Services	231.45		bacs	Lengthsmans services
B Turner Environment initiatives/comms	125.00		bacs	environment
SLCC Community Governance course	1260.00		bacs	training
NBB picnic tables for FG	1050.00	210.00	bacs	Sports and general
A Shepherd Clerks expenses first quarter	94.08		bacs	Clerk's expenses
PCavill assistant clerk's expenses first qtr	17.35		bacs	Clerk's expenses
SWTC first qtr. dog bin empty/grass cutting	4045.23	809.04	bacs	Dog bins/grass cutting
M Besley sprays for CP	262.20		bacs	CPvol
T-M café refurb final	1208.80	225.73	bacs	CIL
Lantra training x 4 brush cutter incl certificates)	608.00	121.60	bacs	training
Bridgwater mowers materials for strimmer	31.00	6.20	bacs	Sports and general
SALC annual subscription	1067.32		bacs	subscriptions

Any other invoices received before 13 July 2021 £ to follow, to be paid by bacs wherever possible.
for invoice

Expected before next meeting:

Came & Co insurance for mower (8th August) (last year £324.00) no vat, to be paid by bacs, (Sports and General)

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

Payments made since last meeting of WMPC.

1. To note: Payments made using debit card

Purchases for B Popham Youth Club total £110.94

From Argos: Bean bags £75.00 +vat 15.00= £90.00

From Amazon: First Aid kit £7.49 +vat1.50 = £8.99

Sharpie pens £7.50+vat1.50=£9.99

Accident report book £2.46 +vat 0.49 = £2.95.

RiggingUK anchors for picnic tables and safety wear for strimmer 126.90 + vat25.38= £152.28

2. To note: Payments by bacs/transfer:

West Country Crime Stoppers £400.00 no vat

WMPC Climate Resilience grant £500.00 no vat

Oliver Scott logo for Monkton Matters £80.00 (no vat)(Comms)

Bridgwater Mowers Stihl brush cutter £275.83 +vat 55.17 = £331.00 (Sports and General)

3. To note: Payment by direct debit

Invoice 9886 June 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 subject to confirmation

Invoice SWS108366 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes) April fin sheet)

Microsoft annual subscription 59.99 renewal for 1 laptop, new subscription for the other laptop (free for first year) 59.99.

ICO annual subscription to be deducted 12/7/2021 £35.00

4. Cheque

Nil

d) WMPC Bank reconciliation

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

WMPC Receipts

Shows receipts between 1 June and 30 June. Includes interest from three bank accounts.

WMPC Expenditure details

Env: Business all about you £125.00 (no vat) plus picnic tables (NBB Recycled Furniture) 1050.00 +210.00vat =1260.00.
Total on the fin sheet =£1385.00.

Dog bin emptying/grass cutting £4045.23 +809.04vat=£4854.27

Youth Club in June column of July fin sheet three bean bags £75.00+15.00vat = £90.00, plus accident book, sharpie pens, first aid kit: Youth Club total = £110.94 (incl vat)

Sundry admin in July column: ICO 35.00 (no vat)

IT in June column for July fin sheet 119.98(x2) Microsoft subscriptions

Lengthsman 137.50 no vat

CIL project footpaths (Lengthsman) 50.00 no vat

Sports and general: Rigging UK earth anchors chainsaw combi set £126.90+vat25.38=£152.28 and stihl brush cutter 275.83+vat55.17 = £331.00, plus materials (fuel etc) £31.00 +vat 6.20 =37.20. Total on the fin sheet =£520.48.

Training: second installment of Community Governance course 1260.00 + Lantra training x 4, 608.00+vat 121.60 = 729.60.
Total in fin sheet £1989.60.

CIL: T-M refurb final accounts £1208.80 +vat 225.73 = total £1434.53.

124/21 Other matters for report only – items for discussion - no decision

Items for next meeting agenda – by Monday 2nd August 2021 - noted.

125/21 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month

2021: 10th Aug, 14th Sep, 12th Oct, 9th Nov, 14th Dec

Planning Committee

First Tuesday in the month

2021: 3rd Aug, 7th Sep, 5th Oct, 2nd Nov, 7th Dec

Parish Surgery

Second Thursday in the month at 7pm (virtual), to return to face to face at 8.30am at the BACH from July.

Audit Working Party: 23rd July 2021 at 9.30am (Virtual)

Annual Parish Meeting: 30th March 2022

BACH committee: 20th July 2021 at 6.30pm at the BACH

Budget and Precept Working Party November 2021 TBC

Meeting finished at 10.15pm



Signed Chairman:

Date: 10th August 2021

Adopted - Redacted