



West Monkton Parish Council

ADOPTED

Minutes of the virtual meeting of the Parish Council held on Tuesday 14th April 2020 at 7.00pm.

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

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Ms J Pearson, Clerk to Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden and Cllr David Fothergill, County Councillor.

62/20 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Andrew Pritchard, District Councillor.

63/20 Declarations of Interest, Dispensation Requests, amendments to the Register of Disclosable Pecuniary Interest

- 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.

64/20 To adopt the minutes of the last meetings of the Parish Council

The minutes from the previous meetings of the Parish Council on 10th March 2020, 25th March 2020 and 1st April 2020, having been previously circulated, were taken as read.

- a) It was resolved to adopt the minutes of the Parish Council meeting on 10th March 2020, proposed by Cllr Hall, seconded by Cllr Besley and all agreed by show of hands.
- b) It was resolved to adopt the minutes of the Extraordinary Parish Council meeting on 25th March 2020, proposed by Cllr Hope, seconded by Cllr Elliston and all agreed by show of hands.
- c) It was resolved to adopt the minutes of the Extraordinary Parish Council meeting on 1st April 2020, proposed by Cllr Ellis, seconded by Cllr Hall and all agreed by show of hands.

65/20 To note Clerk's report and Assistant Clerk's report

Clerk's Report:

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

- Annual Report finalised, published and copy sent for inclusion in Village News
- Plan for proposed additional streetlights at Elms Estate sent to SCC Highways Lighting team for quotation.
- Fly tipping reported in A38 layby, now cleared.
- New bus route, including emergency timetable published.
- Dyers Cycle Lane signs – SCC have confirmed that they will carry out a site visit to assess the area and propose a suitable sign / location.
- Village signs – information has been passed to Parish Lengthsman about the signs to install when he is able.
- Climate Change Workshop – group who were supporting the workshop for the Annual Parish Meeting have offered to help organise a virtual workshop instead. It was agreed that the preference is a face to face workshop.
- Coronavirus actions – lots of information shared on the PC website and Facebook page, spent time reading new legislation and guidance and establishing the use of Zoom for PC meetings.

BACH:

- Premises Licence for BACH granted with effect from 1st April
- BACH closed and hirers offered a refund or credit for cancellations. Refunds / credits processed.
- School currently using the hall and have agreed to clean and water plants during use.
- Preparing end of year accounts for Internal Audit
- Next Committee Meeting scheduled for 16th April has been postponed.

Meetings last month;

- 12th March – Joint CSM / WMPC meeting with Highways, notes from meeting circulated
- 16th March – JPP Tour / Meeting
- 25th March – Extraordinary Virtual PC meeting
- 31st March – Meeting with Canal and Rivers Trust
- 1st April – Extraordinary Virtual PC meeting

Meetings this month:

- 7th April – Planning Committee Meeting
- 7th April – SWT Liaison Meeting
- 14th April – Parish Council Meeting
- 17th April – Audit Working Party Meeting
- 29th April and 1st May – SLCC Webinar Training: Preparing to Meet Website Accessibility Guidelines

Assistant Clerk's Report:

- Actioned decisions made by Council.
- Logged responses to informal targeted consultations to organisations and groups identified by A Rhodes. Large amounts of information on some of the newer sections. Progressing slowly, need to allow time for consultation on 'Issues and Options' to become closer to completion.
- Further dialogue with Bus Shelters Ltd confirming enquiries ongoing ref land ownership. Completed Land Registry search enquiry form – is dealt with manually, application is in hard copy and submitted by post.
- Collating consultation responses regarding outdoor gym equipment. Confirmed that Martin Davies DLO will allow installation at Farriers Green and DLO will take over Rospa inspections once installation is complete.
- Completion and submission to SWTC of Issues and Options Survey following PC comments collated on Issues and Options Consultation Document.
- Dialogue with C Thackray regarding quotes for grass cutting for 20/21.
- Distribution of daily newsletters ref corona virus pandemic

66/20 SCC Report from Cllr D Fothergill

Cllr Fothergill provided an update on the Somerset position in relation to the Coronavirus Pandemic. An analysis by The Times detailing the impact on the virus on authority areas in the Country shows Somerset is fourth from bottom. Somerset is therefore the fourth from least affected in the country, Somerset is the lowest reporting county in the country, there have been 37 deaths to date, 46 people are currently hospitalised. 7 people on ventilators in Somerset hospitals, both Musgrove and Yeovil District hospitals are coping well, both below 45% capacity. Not seeing any major issues in service delivery at the moment, a single phone line has been launched, moved 75 homeless people into temporary accommodation. PPE has been an issue. First consignment delivered by the Army last week, second delivered this weekend. Approximately enough supply for a week has been delivered. No care home is in need of PPE in Somerset. Coronavirus is in 17 of care homes. £15.6m of funding has been provided by the Government but the anticipated costs are expected to be over £28m. The hope is that the lockdown has had a good impact in Somerset compared to others, despite this Somerset still has to plan for worst. As a result, Somerset may not have herd immunity and therefore the second wave may hit Somerset harder. Police say everyone has been well behaved over the weekend, only 18 fixed penalty notices issued so far.

Alun Griffiths have stood down workforce at Junction 25 because social distancing couldn't be guaranteed. Utility workers can't get in as required for the Creech Castle Improvement works to start, therefore the project has been delayed until July and then a further decision will be taken. Work on the WRR is also on hold as the workforce not available. Not sure if funding for Creech Castle improvements can be rolled forward to the next financial year.

Road repairs are still being carried out, but the Redhill work scheduled for 6th April to add a drain to take water from the field to an existing drain did not take place.

67/20 SW+T Council reports from Cllrs Tully, Pritchard and Cavill - no decisions

Cllr Tully reported that recycling lorries haven't been able to cover all of their rounds due to parked cars. If rubbish carts can't get through same problem will occur with ambulances and fire engines. No revenue from car parks during lockdown.

68/20 Coronavirus Pandemic update

a) Update on Community Groups

Cllr Elliston confirmed that he had little to report. The Community Facebook group were in the process of registering themselves with SPARK and get the relevant training / guidance. Contact has been made with Taunton Foodbank, they have confirmed that they have seen an increase in need, some from the Parish but would like to come back to the Parish Council next month once they can see the pattern of need in the Parish.

b) Update from Village Agent

The Village Agent, Christine Brewer did not join the meeting.

c) The Local Authorities and Police and Crime Panels Regulations 2020

Clerk confirmed that the new Regulations allow for virtual meetings of Parish Council to take place but they don't include a provision for Annual Meetings to take place, the Annual Meeting of the Parish Council won't therefore take place until May 2021 and as such the annual appointments from this year will continue unchanged for a further 12 months. This was noted and Parish Councillors confirmed that they were content to continue with their appointments for a further 12 months.

Public Question Time

Members of the public present at the meeting did not ask any questions.

69/20 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 7th April 2020, (listed on SW+T Council website); and to consider any others to date

The following recommendations from the WMPC Planning Committee on 7th April were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Besley, seconded by Cllr Hall and all agreed by show of hands.

48/20/0013 Erection of single storey infill extension to front, alterations to porch roof and installation of window to side of Capricorn, Sidbrook, West Monkton (consultation period extended to 8 April 2020). Parish Council comment: the application is not detrimental to the street scene; the PC supports the application.

48/20/0017 Erection of single storey extensions to the front and rear of Illyria, Swingbridge, Bathpool, Taunton. Parish Council comment: the PC supports this application. With reference to WM&CF Neighbourhood Plan Policy R3, there is an opportunity to include the installation of a water butt for recycling rainwater run-off from the garden room roof.

08/20/0009 Notification to remove 10 metres (possibly 20) of hedgerow on land to the south of Aginhills Drive, Monkton Heathfield. Parish Council comment: the PC supports this application with the request that if it is suitable for purpose, could bio-degradable polythene be used for the reinstatement of the hedge.

48/19/0069 Reserved matters Hartnells Phase 2

Ben Smith Persimmon confirms that the hedge adjoining Meadway will be retained and a chain link fence put through it. Amendments have been made to drawings. PC suggests that the fence should be weldmesh – not chain link - for greater structural integrity, and it should be 1.8 metres high.

Clusters on affordable houses although stated satisfactory by Housing Enabling, appears to not be compliant. Policy indicates clusters of no more than 15. If you check Affordables plan for this application and also the Affordables plan for 48/18/0036(Phase 1) then 15 social and affordables either side of the road in Phase 1 back onto social and affordables 2 bungalows and 9 houses in Phase 2. Taken as a whole, this would appear not to be compliant with Policy.

Landscape Plan 1206. Landscaping in the corner of Phase 2 showing 9 trees with oak in the centre. The Oak is very acceptable, but could the other trees be edible fruit trees such as pear, apple, cherry?

Materials Plan 1201. Parish Council requests a greater mix of white render, brick walls, red tiles and grey tiles. The mix in MH1 is acceptable but Phase 2 Hartnells (the west side) is showing a preponderance of brick walls and red roof tiles. Please vary the mix.

Travel plan. Parish Council congratulates the developers on the production of the Travel Plan and the appointment of the Travel Plan Co-Ordinator. The Parish Council would wish to be in contact with the Travel Plan Co-ordinator to provide as much support as possible for this role, so please could contact information be provided?

Parish Council notes the report from the Local Lead Flood Authority regarding comments from the SUDs inspection/attenuation basins and seeks reassurance that the SUDS scheme on the Hartnells site has been inspected and pronounced sound. The Parish Council seeks reinforcement of the banks of Dryers Brook against erosion where the drain from Hartnells discharges into the ditch.

When will play and open space be delivered?

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

Noted

70/20 MH Development

a) MH1: Update

i. Sports pitches

Clerk confirmed that an email had been received from Andrew Penna at SWT confirming that the officers at SWT are dealing with matter and indicating that delivery of the sports pitches is a priority.

ii. Open Spaces Transfer / Management

Clerk confirmed that SWT had sent a list of outstanding work required to the MH1 Open Spaces to Persimmon requesting confirmation of the how / when the work would be completed. A further inspection will then follow. The notice served by Persimmon offering the handover of the open spaces to SWT has been rejected and SWT have requested that notice is served again when the spaces are complete.

Clerk confirmed that Blenheims are still awaiting a response from Persimmon which raised queries about the Transfer of the Public Open Space, a follow up email has been sent.

Cllr Hope confirmed that he had emailed Mike Hicks at SWT with the list of issues / work outstanding on MH1, Mike Hicks has suggested a site meeting to go through issues, date awaited.

b) Hartnells Farm Development: Update

Assistant Clerk confirmed that the comments on the reserved matters planning application will now be submitted. Cllr Tully confirmed that Planning Committee meetings are taking place virtually.

A conversation followed about Attenuation Ponds at Hartnells and other areas in the Parish. Clerk confirmed that Dan Martin's team at SCC will be carrying out an inspection of all MH1 attenuation ponds, it was agreed that the outcome of the inspection should be received before the Parish Council receives the handover of the Public Open Spaces.

Cllr Gage suggested inviting Wessex Water to a future meeting to provide an overview of how drainage is working in the Parish. Clerk to invite Wessex Water to a future meeting.

Cllr Hope queried who has the ongoing responsibility for the water tanks after the Public Open Space is handed over. Clerk to request confirmation from Persimmon.

c) Retail units: Update

Clerk confirmed that the marketing of the retail units has been raised with Andrew Penna, SWT, despite a Greenslade Taylor Hunt board being displayed on the Redrow site details are not available on request and no information is available on their website. Andrew Penna requested that he is copied into future emails with Redrow and Persimmon about the marketing of the retail units.

Cllr Hope raised the email which was circulated detailing comments on a Facebook post about the Persimmon Retail units. It was agreed that the Clerk would forward the email to Persimmon (with the names removed) for comment.

d) MH2: Update

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Clerk confirmed that the MH2 Persimmon consultation is live, but it isn't clear when the end date is. CSM Parish Council have requested further information from Persimmon. It was noted that it wasn't clear from the plans whether the road between the two roundabouts at Langaller will be kept open. It was agreed that the Clerk would request a virtual meeting with Persimmon to enable them to summarise the plans. It was also agreed that the Clerk would write to Persimmon expressing the Parish Council's concerns about the level of consultation and the need for a public exhibition.

Clerk confirmed that Andrew Penna at SWT had confirmed that work to develop the MH2 Design Principles is continuing although the SWT Executive meeting on 22nd April has been cancelled. Confirmation of the revised meeting date / process for approval of the design principles is awaited.

e) Land South of Langaller House: Update

Clerk confirmed that Andrew Penna at SWT had indicated that the consultation in respect of the development will go ahead but it will be targeted and invitations to comment on the proposals will be sent to Parish Councils and statutory bodies. The consultation period will be 4 weeks. If the Parish Council wishes to make the consultation more widely available, Andrew Penna requested that the Parish Council coordinate any comments received from members of the public and include comments in the Parish Council response to the consultation.

f) Feedback from Liaison Meeting with A Penna

Nothing further to report, all feedback covered in other agenda items. A Penna thought the Joint Panel bus tour with the Leader and PFH Planning was useful, and suggested that another tour might be equally helpful in setting the scene for members of the Planning Committee.

71/20 Environmental

a) Local Electricity Bill Resolution

Assistant Clerk outlined a proposed resolution including the background to it. It was resolved to adopt the resolution, proposed by Cllr Besley, seconded by Cllr Gage and all agreed by show of hands.

Resolution: That West Monkton Parish Council:

(i) notes that the Local Electricity Bill

- aims to address the current situation, whereby the very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so,
- if made law, would make these financial costs proportionate to the scale of a renewable electricity supplier's operation and empower councils, together with their communities, to sell locally generated renewable electricity directly to local people, businesses and organisations, and
- would result in revenues received by councils or community organisations that set up local renewable electricity companies, which could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities.

(ii) accordingly resolves to support the Local Electricity Bill, supported by a cross-party group of 116 MPs during the 2017-19 Parliamentary session; and

(iii) further resolves to write to the local MP asking them to support the Bill in Parliament and to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or info@powerforpeople.org.uk) expressing its support.

72/20 Reports, including recent developments, matters to consider and decisions to be made:

a) Councillors with roles of responsibility

Footpaths: Cllr Gage.

Nothing to report, no problems, all getting walked heavily. Cllr Ellis reported that issues have been reported to her by SCC Footpath Liaison Volunteer (M Ellis). Cllr Ellis to pass issues on to Cllr Gage.

BACH: Cllr Gage.

Nothing to report

Allotments: Cllr Haskins (Clerk)

Nothing to report

Highways: Cllr Besley

The planned A3259 work didn't take place.

Flooding: Cllrs Cavill and Hall

Cllr Hall reported that him and Kevin Perry, the Bathpool Flood Warden have been looking at leaky dams on Allens Brook. Landowner is happy with the proposals.

Safe Routes to School: Cllr Tully.

Nothing to report

Public Open Spaces, Recreation and Children's Play Areas: Cllrs Hope and Cavill.

Nothing to report. Cllr Elliston reported that a bench in Farriers Green linear park has been damaged – Cllr Cavill to raise with SWT.

Community Liaison/Transportation: Cllr Elliston

Cllr Elliston reported that the number 12 bus service is up and running. Bus driver a little confused about route. Followed up with John Perrott who is going to confirm with the drivers. Cllr Elliston reported that a number of the rumble bars on the roads / pavements in MH1 are loose and require attention – Cllr Elliston has reported these to Cllr Hope to raise with Persimmon. Cllr Elliston also reported that he had received complaints about bonfires, also concerns about what to do with green waste, a number of people are dumping garden waste in hedgerows instead. Fly tipping also particularly bad. Cllr Fothergill reported that recycling centres are not allowed to open based on social distancing requirements and that no centres are open in the country. Green waste collection isn't seen as a priority at the moment because the focus is on refuse waste and recycling. Can only have two people in the cab rather than three so reduced capacity.

b) Communications Report

Clerk confirmed that regular updates and news items were added to the Parish Council website and Facebook page during the course of the month.

c) GDPR

Nothing to report.

d) WMPC Chairman

Nothing to report.

Representatives on outside bodies/Response to Consultations:**e) West Monkton Village Hall Management Committee**

Cllr Tully reported that the Village Hall remains closed until it is safe to reopen.

f) The Spital Trust

Cllr Ellis reported that the Trust is carrying out business by email, someone has been appointed to go into the empty bungalow, a lot of work is required to the bungalow before it can be occupied.

g) Any other events at which WMPC was represented

None.

h) Consultations submitted

Taunton Public Spaces Protection Order – it was agreed that the Assistant Clerk would formulate a draft response and circulate to Parish Councillors for comment before its submission.

Taunton Unparished Area – it was agreed that an item would be added to the agenda for the next Planning Committee meeting.

73/20 Assets**a) Asset Register**

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Up to date.

74/20 Finance

a) Quotes

Updates

- Signage for Church - cheque has been banked by SCC
- Bus Shelters Ltd - WMPC application for license to obstruct the highway with a bus shelter is with SCC legals.
- Enquiry made to Land Registry (paper application) to establish ownership of verge on which concrete base needs to be placed.
- Outdoor gym equipment – agreed installation at Farriers Green and subsequent ongoing ROSPA inspections by DLO. Friends of Farriers in favour. No decision made on which types of gym equipment will be installed. Fresh Air fitness supplier and installer of 3 pieces/5 people for £4k has postponed further installations for the time being.

Quote

- Grounds Maintenance for West Monkton Parish Council 1/4/2020 – 31/3/2021: please note this year's quote includes the dog bin emptying in with the grounds maintenance

1) flail of visibility splay at Dosters Lane	1	£272.64	
2) Yallands Hill to Monkton Elm	8	£817.92	
3) Cherry Grove crossroads	8	£136.32	
4) Greenway/Meadway and Sidbrook crossroads	8	£272.64	
5) Phone box in West Monkton	8	£136.32	
6) Church Hill along to the Gables gate	8	£272.64	
7) Bollards on northerly side of A3259 including entrance to footpath to Yallands Hill one off cut in June x1	1	£136.32	
8) Empty Dog Bin x8 (Empty twice a week)	832	£4,492.80	
		£6,537.60	Plus VAT

The quote was considered and it was agreed to not cut numbers 5 and 6 above this year to enable re-wilding Proposed by Cllr Besley, seconded by Cllr Gage and all agreed by show of hands.

b) Receipts and payments

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

Receipts

Interest Lloyds	£to be advised
Nationwide	£38.59
PSDF	£29.39

CIL payment Meaningful Proportion (collected between 1/10/19 and 31/3/2019 = £8801.39

Breakdown: Summercourt 5121.58; Gotton Farm 1281.86; Springdale (part) 1847.07; Southview 550.88.

Precept first half £31659.77

Payments

Bus shelter cleaning and litter picking

Mr A Pritchard, all his pay after tax => employee voluntary contribution to pension via Tailored auto-enrolment (£xx.xx to be paid by direct debit)) shown on bank statement

Tailored auto-enrolment pension contributions (£xx.xx to be paid by direct debit)) together - £xx.xx

Clerks salary (after tax) £xx.xx to be paid by bacs

Asst Clerk (after tax) £xx.xx to be paid by bacs

HMRC month 11 £99.10 to be paid by bacs

Homeworkers allowance Clerk	£27.00 to be paid by bacs
Homeworkers allowance Assistant Clerk	£27.00 to be paid by bacs
Fourth quarter expenses Clerk	£174.07 to be paid by bacs
Fourth quarter expenses Assistant Clerk	£107.90 to be paid by bacs
Lengthsmans services	£ no invoice this month
Grant VH hire for Small Frys Group March	£57.75 to be paid by bacs
Payment to CSM for bus (Joint Panel tour)	£31.00 to be paid by bacs

Any other invoices received before 14April 2020 £ to follow, to be paid by bacs wherever possible

Resolution to make payments as described above (invoices to be paid by bacs where noted)

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

Payments made since last meeting of WMPC

1. To note: Payments made using debit card

Monkton Elm Tree stakes for MCP 37.38 +vat 7.47 = £44.85

Viking stationary supplies flip chart etc 42.51+vat 8.50 = £51.01

2.To note payments by bacs/transfer:

Zoom subscription 11.99 +vat 2.40 = £14.39

Sharp Cat covid19 letter all residents 1639.66+vat 327.93 = £1967.59

3. To note payment by direct debit

Invoice 7473 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Tailored auto enrolment direct debit: AP voluntary contribution xx.xx; xx.xx employer contribution for AS and xx.xx employee contribution for AS = total £xx.xx

Invoice SWS 105929 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

4. Cheque

nil

c) WMPC Bank reconciliation

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

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 April financial sheet

WMPC Receipts

Receipts received up to 31st March are shown on the year end sheet (in the thirteenth column) in the year end accounts document. Receipts received after 1st April and up to 1st May are shown in the May column.

First half of the precept for 20/21 £31659.77

Half year's payment of CIL 8801.39

WMPC Expenditure

Clerks homeworkers allowance based on HMRC guidelines for 2020/21 27 per month x 2 = £57.00

d) BACH finance

The BACH Finance Sheet, providing the position in relation to the BACH finances to the end of the 2019/20 financial year was circulated in advance of the meeting and its contents noted. Clerk confirmed that the final

month of the year had seen a number of refunds provided to hirers as a result of cancellations during the Coronavirus Pandemic.

e) To note next Meeting of Audit Working Party 17th April 2020, 9.15am

Noted

Cllr Hall raised the need to spray the Country Park with herbicide to take out the docks and ragwort. The cost would be up to £300. Expenditure agreed.

75/20 Other matters for report only

Items for next meeting agenda – by Monday 4th May 2020

No other matters reported.

Confidential Session:

76/20 Country Park

Cllr Tully requested to leave the meeting in order to avoid the fettering of his discretion in relation to this matter as a member of the SWT Planning Committee. Cllr Tully expressed his protest at being excluded from the discussion but left the meeting.

Cllr Hall provided a presentation providing an update in relation to the Country Park.

77/20 Dates of forthcoming meetings

Future meeting dates will take place virtually through Zoom on the following dates, it was agreed that Parish Surgery meetings will not take place during lockdown. Clerk to add a post to the PC website and Facebook page requesting members of the public to contact the Clerk if they have any issues to raise.

Parish Council:

Second Tuesday in the month

2020: 12th May, 9th Jun, 14th Jul, 11th Aug, 8th Sept, 13th Oct, 10th Nov, 8th Dec.

Planning Committee

First Tuesday in the month

2020: 5th May, 2nd Jun, 7th Jul, 4th Aug, 1st Sep, 6th Oct, 2nd Nov, 1st Dec.

Annual Parish Meeting: TBC

BACH Committee: TBC

Audit Working Party: 17th April 2020 9.15am, 19th June 2020 9.15am

Budget and Precept: TBC November 2020

There being no further business, the meeting closed at 9.40pm.



Signed Chairman...

Date: 12th May 2020