



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 14th December 2021 at 7.00pm.

Present: Cllrs Besley, Cavill, Ellis, Elliston, Gage, Hall, Haskins (via Zoom), Hope and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Mrs K Welsh Assistant Clerk Community (via Zoom), Mr K Tutill, NP Delivery Group Chairman, Mr K Perry, Bathpool Flood Warden, Cllr David Fothergill, County Councillor, Cllr Mike Rigby, District Councillor and 5 members of the public.

The Parish Council meeting started with a minute of silence following the passing of Gloria Day, a Parish Councillor for many years until her resignation in 2018.

197/21 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Andrew Pritchard, District Councillor, Sammie Millard-Jones, Clerk Cheddon Fitzpaine Parish Council and Lesley Webb, Spital Trust.

198/21 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.

199/21 To adopt the minutes of the Parish Council meeting on 9th November 2021

The minutes from the Meeting of the Parish Council on 9th November 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 9th November, proposed by Cllr Elliston, seconded by Cllr Cavill and agreed by show of hands.

200/21 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 SCC Highways regarding Mount Fancy Cottage flooding / progress with works and Coombe Flooding issues – responses awaited.
 - Reported blocked drains at New Cross.
 - Requested that Persimmon cut the hedge on Brittons Ash / the old Hyde Lane – cut carried out.
 - Chased SWT regarding cutting the hedge along Mead Way, SWT have responded to confirm that it is actually the responsibility of SCC, despite cutting it last year. Reported to SCC.
 - Followed up Persimmon re horse crossing fence and knee high fencing repair at Hardys Road – work scheduled but not taken place yet.
 - Letter drafted and sent to Alison Blom-Cooper at SWT requesting confirmation of SWTs position in relation to the Sports Pitches.
 - Followed up progress with the Taunton Strategic Flood Alleviation Improvement Scheme with SWT and SWT S106 officer to find out status of Hartnells Farm S106 contribution of £450k for off site flood alleviation work at Bathpool. Sum has been paid to SWT who are meeting with the Environment Agency about the onward transfer of funds.

- Liaised and confirmed permission with Persimmon Homes for the planting of 7 beech trees at Dyers Brook, planting took place on 1st December.
- SID Memorandum of Understanding drafted and returned to SCC Traffic Management for signature.
- Community Governance Review to form Taunton Town Council
 - Drafted mailshot and survey
 - Liaised with Sharpcat to arrange printing / posting.
 - Regular posting on websites and Facebook pages to encourage completion of survey.
 - Inputting survey results received in the post.
 - Started to draft headlines of PC consultation response
- Liaised with solicitor regarding Country Park lease / Crown Estate covenant.
- Parish Administration:
 - Updating Planning Log with planning decisions / conditions weekly.
 - WM Liaison Meeting arrangements, agenda and actions.
 - Bus shelter cleaning – carried out a couple of months ago. Would Councillors like the bus shelters cleaned on a regular basis? It was agreed that the bus shelters should be cleaned on a quarterly basis going forward and that the Parish Signs and fingerposts be cleaned.
 - Work on letter / survey to other Parish Council Clerks in Somerset about their experience with Developers delivering their obligations. Limited responses received (2).
 - Attenuation Ponds – correspondence with SCC LLFA and Planning Enforcement, suggested an online meeting to gain an understanding of the extent of the enforcement action.
 - Liaised with SCC regarding issues and the following responses were received:
 - VMS wording – This request is currently with contractor to consider and implement.
 - Milton Hill gritting – Milton Hill and School Road are included on the gritting schedule.
 - Milton Hill roundabout - Milton Hill roundabout is still within the maintenance period and a list of remedial works has been agreed.
 - Allotment renewals sent to allotment holders.
- BACH:
 - Air conditioning service carried out on 7th December.
 - Quote for air conditioning unit in the Activity Hall obtained and is in the finance report.
 - Next Committee Meeting to take place on 20th December at 7pm.
- Meetings last month:
 - 1st November – Agenda run through
 - 1st November – Watercourse Watchers Introductory Meeting
 - 1st November – Joint PC meeting re Country Park MOU with Ben Ashton
 - 2nd November – WM Liaison Meeting
 - 2nd November – Planning Committee Meeting
 - 3rd November – Community Governance Review Meeting at SWT
 - 3rd November – SALC Clerk's Forum
 - 8th November – Get together with neighbouring Clerks re LGR
 - 9th November – PC Meeting
 - 10th November – LGR / SCC / Clerks Forum
 - 16th November – SCC Highways Meeting
 - 22nd November – Open evening regarding CGR at Tacchi Morris
 - 23rd November – Open evening regarding CGR at BACH
 - 24th November – Climate Change Programme Meeting with Bethan Turner
 - 30th November – Budget / Precept meeting
- Meetings this month:
 - 1st December – Dyers Brook Tree Planting
 - 6th December – CGR survey responses inputting
 - 7th December – Agenda run through meeting
 - 7th December – WM Liaison Meeting

7th December – Planning Committee Meeting
8th December – LGR / SCC Clerks Update meeting
14th December – Parish Council meeting
20th December – BACH Committee meeting

Assistant Clerk's Report:

- Actioned decisions made by Council.
- Attended virtual and actual meetings: Cheddon Fitzpaine PC, WM Liaison, SCC Highways, SCC LGR, Kate, Watercourse Watchers, local Clerks, tree planting.
- Distribution of newsletters ref corona virus pandemic, and other information from other agencies.
- Parish administration
 - Ref conversation with E.on regarding changes to charges of variable rates to electricity supply to Phone box (book exchange) in The Street West Monkton. The variable charge is due to increase from 25.4p per kWh to 33.8p per kWh from 1 Dec. They advise not going onto a fixed charge contract because the standing charges associated with such a contract are very expensive compared to the invoice paid, there would be £20.00 plus standing charge with a fixed contract. Completed Western Power update to records.
 - Request A Marchant Ltd to sort out lighting at Phone Box.
 - Painting at St Quintin's play area. Enquiry as to next scheduled refurbishment – SWT advise it will be 2023/2024. A volunteering project + additional table?
 - Opus energy have resolved the case and confirmed there will be no further action taken and no money is owed.
 - Liaison with Clerk and Assistant clerk-community
 - Neighbourhood Plan: Regulation 16 submitted to SWT; information packs distributed to three Village Halls. Dialogue regarding the process of neighbourhood Planning.
- Planning
 - Applications forwarded and powerpoint presentations prepared. Check applications for compliance with NP. Request extensions to consultation period when required.
- Climate change and ecological emergency
 - On-going with B Turner. Develop the next 6 months programme.
 - Set up Watercourse Watchers group, send introductory welcome email and newsletter type update.
- CIL projects:
 - Safer route to school at CP, ongoing.
- Finance / Audit Working Party
 - AWP meeting Friday 21 January 2022 9.00am by zoom.
 - Review of Council status and salaries completed.
 - Financial Regulations updated.
 - Monitor annual leave, Holiday record up to date and in agreement with SLCC templates.
 - Set up Assistant Clerk- com on payroll, set up for working from home - supply laptop and printer, ink, paper, office supplies, membership of SALC and SLCC, calculate annual leave.
 - Prepare budget and precept for 2022/2023

Assistant Clerk – Community Report:

- New Laptop has enabled more work in less time
- Attended Climate Initiatives Meeting
- Attended CGR Public Meetings x 2
- Attended Budget and Precept Meeting
- Attended Planning Meeting
- Attended Agenda Run through meeting for Parish Meeting
- Created Volunteering Policy, Health and Safety Policy and Confidentiality Policy
- Created Volunteer Registration form

- Updated Community Survey using new laptop ready for approval with a covering letter
- Created Poster for Volunteers for Dyers Brook Clearance and advertised on Monkton Matters and on all notice boards in the Parish
- Met with Kevin Perry to finalised the risk assessment
- Risk Assessment complete
- Responded to interests from volunteers for the above
- Visited local Youth Club – discussed Disco and Pizza for Christmas party and responded to various queries from Becky at the group
- Met with Debbie Harris to discuss her role and look at putting together a directory of services for the community.
- Attended online Facilitator Training with Quantock Landscape Partnership
- Facilitated workshop following the above training for Quantock Landscape Partnership about the future of the Quantocks.
- Recruited Becky Popham to be a speaker at the Annual Parish Meeting and also had a discussion with Debbie Harris who is also happy to speak at the meeting.
- Discussed recruitment of volunteers for maintaining trees around the Parish with Alan Hall and will be putting together a poster for this when we are in a position to do so.
- Input of data onto survey monkey for community survey 'Future of your Parish Council'
- Pulled together postcode list to gather information about areas where residents had responded to survey

201/21 Local Government Re-Organisation

a) Update

Cllr Fothergill provided an update. Following the Secretary of State for Housing, Communities and Local Government (now renamed Department for Levelling Up, Housing and Communities DLUHC)) decision to support the move to a single Unitary Council across Somerset the transition programme, lead teams and governance structure have been agreed by all Councils. A LGR Joint Committee to oversee the transition sat for the first time on 5th November 2021 and will meet again on December 17th. A Joint Scrutiny Board is now being formed by approval through the five Councils. The Advisory Board met for the third time in Donyatt on 25th November. It is expected that statutory orders will be laid before Parliament in January 2022 with an agreed vesting date for the new authority as April 2023.

b) Community Governance Review to form Taunton Town Council

Cllr Rigby provided an overview of the Community Governance Review to form Taunton Town Council. The Review incorporates eight surrounding parishes of which West Monkton is one.

Cllr Rigby provided the background to commencing the Review which formed part of the 2019 Liberal Democrat Manifesto that pledged to create a Town Council for Taunton. Forming a Town Council for the unparished area of Taunton also forms part of the One Somerset Business Case. As Somerset moves to a Unitary Council there is a need more than ever to create a Town Council to enable the delegation of functions and services.

Research of the current unparished area of Taunton has been carried out and it is considered that it may not reflect the urban area of Taunton. Eight surrounding parishes have therefore been included in the Community Governance Review. A consultation has commenced which runs until 12th January, a proposal will then be developed by the Working Group and presented to SWT Full Council. There will then be a further period of consultation which is likely to take place in April 2022. The Town Council will be in place from April 2023 with elections in May 2023.

Cllr Rigby confirmed that the model used by Salisbury Town Council is being explored as a model for Taunton.

The following questions were asked by Councillors:

Cllr Besley confirmed that during a recent event, a statement was made by the Mayor of Taunton that if a parish did not want to join the larger Town Council area they didn't have to. Is that correct? Who makes the decision and will the Parish Council survey responses be taken into account when making that decision? Cllr Rigby

confirmed that it would be dependent on the questions asked in the survey, how they were phrased and the level of response. If there is an overwhelming response from local people then they will be listened to.

Cllr Cavill asked if bearing in mind that the SWT Working Party developed proposals previously and QC advice was obtained by SWT and that were both ignored at the SWT Full Council meeting in October, how can it be ensured that the advice of the Working Group isn't ignored again. Cllr Cavill stated that the consultation appears to be an attempted land grab.

Cllr Besley stated that it would be fairer if an independent body decided the outcome of the Review because the Parish Council has little confidence in SWT following their dealings with the Country Park.

Cllr Hall asked if SWT would like a copy of the questions asked in the PC survey with its consultation response.

Cllr Rigby confirmed that SWT would like to see the questions and analysis of the responses received.

Cllr Cavill raised that there was an issue with the SWT consultation survey whereby when someone enters their postcode it automatically populates the answer to the next question with Taunton. This issue remained for a couple of weeks before it was rectified.

Cllr Hope stated that local people in the new development are passionate about the local area and being separate from the Town Council and remaining part of West Monkton parish. Cllr Rigby stated that Taunton has expanded a lot and that Boundary Reviews don't take place very often and that is why it is important to do the review properly whilst the opportunity is available.

Cllr Gage asked what happens to the money that the Parish Council currently holds should the Parish be included in the Town Council area. Cllr Rigby stated, although advice is awaited to confirm if it is possible, that it wouldn't be unreasonable for any money currently being held to be ringfenced for the local community.

Cllr Cavill responded to Cllr Rigby's statement and confirmed that money is divided proportionately if part of the Parish is included in the Town Council area. Cllr Cavill also confirmed that two boundary reviews influencing the unparished area of Taunton have taken place since 1983 and therefore the current unparished area isn't as old as indicated by Cllr Rigby.

Cllr Haskins referred to Salisbury Town Council that Cllr Rigby referred to as a model being used for Taunton Town Council and stated that when it was formed it incorporated just the unparished area of Salisbury. Cllr Haskins also stated that countryside borders the parish forming a boundary between it and the Town. Cllr Haskins also stated that SWT were after West Monkton parish because of what is available to the community within the Parish. The Parish Council has worked and continues to work hard to build the community. Local people do not feel part of Taunton but instead feel part of the community of West Monkton. Cllr Rigby stated that the review was not a land grab and that the opportunity to ringfence money for West Monkton would be looked into. Cllr Rigby also stated that a decision has not been made yet and that the consultation is running to inform the recommendations that the Working Group make to SWT Full Council.

Cllr Cavill asked if a decision on the Town Council could be taken by SWT during the pre-election period and stated that by proceeding with this consultation now has removed the opportunity for a Town Council for Taunton to be in place for 2022 which would have enabled the Town Council to be actively involved in discussions relating to the Unitary Council.

202/21 SCC Report from Cllr D Fothergill

Cllr Fothergill reported on the following:

Coronavirus infection rates: As of 29th November, the number of confirmed Covid cases in Somerset was 68,307 (18% up from 57,072 on 30th September) and the number of Covid-attributed deaths 927. The rate per 100,000 stands at 435.2 (709.7) for Somerset with Mendip at 564.1 (853.9), Sedgemoor at 418.1 (653.5), South Somerset 505.5 (668.3) and SW&T at 276.6 (713.0). The number of total deaths across the County is currently 8% above the 5-year average and the latest R-value for Somerset is between 0.8 and 1.0.

Infection rates in Somerset continue to be very high. With the new Omicron variant it is important, even for those who have had both jabs, to remember to follow Government guidance on wearing masks, to continue to observe Social Distancing and to always ventilate indoor areas.

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 91.3% of the 18+ population having had one dose of vaccine and 88.3%

having had both doses. To date 83% of over 80-year olds have had the booster with 56% of all over 50. Work is focusing on Children aged 12-15 years old where the current vaccination level is 49.7%. In total, in Somerset 126,000 doses (including boosters) are being delivered a week. Following the announcement by the Prime Minister, vaccination centres have been stepped up to meet the massive task of delivering boosters by the end of December. Staff are being redeployed, it is hoped that the Firepool site will have extended opening hours and the 15 minute waiting requirement after the vaccination will be removed to enable more people to be vaccinated more quickly.

Reaching Carbon Zero: A new £7.3 million primary school is set to become Somerset's first net zero carbon school, and only the third 'passivhaus' school in the south west. The new 420-place primary school, which includes a 60-place nursery, will serve the Orchard Grove housing development in Comeytrove has been designed by architect firm Stride Treglown to minimise any environmental impact in line with Somerset's commitment to achieve carbon zero by 2030.

The England coastal path: SCC's Rights of Way team have completed work on a major new section of the English Coastal Path around the Doniford section. The decision to create the footway was part of the original establishment works for the England Coast Path and marks the completion of one of the last pieces of major work on the England Coast Path in Somerset

Applications for school places 2022: 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 by Saturday 15 January 2022. www.somerset.gov.uk/admissions

The following questions were asked by Councillors:

Cllr Hope asked if 40 Commando are supporting the booster vaccination efforts locally. Cllr Fothergill confirmed that 700 military personnel have been redeployed but wasn't sure if that figure included personnel from 40 Commando.

Cllr Tully asked if there was a shortage of vaccinations as it is difficult to book a local vaccination. Cllr Fothergill confirmed that there is not a shortage of vaccinations and that the online booking system is updated regularly with new dates so it is worth checking the system frequently.

203/21 SW+T Council reports from Cllrs Cavill, Pritchard and Tully

Cllr Tully reported on the following:

SWT Full Council - took place last week when the District wide Design Guide was passed.

Woolway Homes, North Taunton – a Compulsory Purchase Order has been approved for a small number of houses.

Flood Project for Taunton – looking at what is in place and suggesting improvements in the North Taunton and Monkton Heathfield area. Cllr Tully to request that a presentation is made to the Parish Council.

Cllr Cavill reported on the following:

District wide Design Guide – as part of the newly approved policy a Design Review Panel has been established which will review proposals for developments of more than 50 houses.

Five Year Land Supply – a housing test for the Taunton Deane area is being carried out and the report is expected to be available in February. The report is likely to put Taunton Deane at below the 75% threshold. This could mean that developers could make an application for development on unallocated areas. Cllr Fothergill confirmed that when the Unitary Council is formed the 5 year land supply will apply to the whole County and that South Somerset and Taunton Deane are the problem areas, mainly due to the ongoing phosphates issue.

Community Governance Review – SWT Councillor for Norton Fitzpaine PC area has written to the Working Group expressing concerns about the parish being included in the review.

Country Park Lease – being discussed by SWT Executive on 15th December.

Public Question Time

A member of the public asked who is responsible for cutting the hedges in MH1 along Leaches Mead and around the balancing pond. When a cut recently took place the trees were cut too. Cllr Hope confirmed that Persimmon are obligated to keep the hedges to 2.4m as part of the maintenance schedule for the development. Cllr Hope

also confirmed that the hedge cutting across the development hasn't been completed yet and that a request to clear up the debris from the hedge cutting has been fed back to Persimmon.

A member of the public asked when a consultation event will take place in relation to the Country Park. Cllr Cavill confirmed that the PC Country Park is for the 30 acres. The Glebe Farm proposal relates to Glebe Farm and the Country Park 30 acres and that they are two separate projects. When the Glebe Farm proposal is submitted a consultation period will commence and the Parish Council can make a comment on the proposal as can members of the public. A consultation on the PC Country Park will take place once the outcome of the Glebe Farm planning application is known.

The member of the public also asked what other options are being considered in relation to the Country Park. Cllr Cavill confirmed that expanding the Country Park and Somerset Wood on to land to the West of Greenway, on the landfill site and on land to the west of Maidenbrook Lane are being explored.

The member of the public also asked who gave advice to Glebe Farm to submit an application incorporating the Country Park with the Glebe Farm proposal. Cllr Cavill confirmed that the advice was given by a SWT Strategic Planner.

The member of the public also asked when the minutes of the Country Park Working Group will be available. Clerk confirmed that as the Working Group isn't a formal PC meeting that only notes are taken as specified in the Groups Terms of Reference. The Working Group does not make decisions but instead makes recommendations to the Parish Councils. These recommendations and the Parish Councils decision in relation to them are recorded in the Parish Council Meeting minutes.

Finally the member of the public asked if the Memorandum of Understanding is available to view. Cllrs Besley and Cavill confirmed that although a Memorandum of Understanding was drafted a final version was not developed or approved.

204/21 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 7th December 2021 (listed on SW+T Council website); and to consider any others to date

48/21/0042 Replacement of buildings at Hyde Lane Business Park, Hyde Lane, Bathpool.
West Monkton Parish Council does not support the application as submitted.

- The red line outline does not match the proposed development.
- Whilst West Monkton Parish Council supports in principle local employment and less use of vehicles, the reality is that the parking is insufficient for the number of staff likely to be employed. Suggest that the secure cycle area is covered to keep cycles dry, and shower facilities are included in each of the units; suggest that reducing the number of units from 5 to 4 would free up more land for parking
- The units themselves at 8 metres high are too tall for the site and would be completely overbearing on the bungalows on the other side of the road (which is narrow).
- To comply with the WM & CF Neighbourhood Plan policies, measures for rainwater capture should be included, lighting should be downlit and LED, and bat boxes should be installed.

48/21/0068 Demolition of garage and erection of single storey side and rear extension at 12 Sylvan Way, Monkton Heathfield.

West Monkton Parish Council supports this application.

- Building right up to the boundary, as proposed, raises issues about future maintenance, which should be addressed.
- To comply with the WM & CF Neighbourhood Plan policies, rainwater capture devices should be installed (e.g. water butts) and measures should be taken to reduce light spillage from the proposed extension. External lighting should be downlit and LED.

48/21/0066/T Application to carry out management works to one Ash tree included in Taunton Deane Borough (West Monkton No.3) Tree Preservation Order 1998 at 56 Acacia Gardens, Bathpool, Taunton (TD777). Application has been withdrawn.

48/21/0074/A Display of 7 No. internally illuminated fascia signs, 1 No. internally illuminated totem sign, 2 No. internally illuminated directional signs, 1 No. internally illuminated height restrictor bar, 1 No. internally illuminated menu board, 1 No. internally illuminated order canopy and 1 No. internally illuminated triple menu board at Drive Thru Coffee Shop, on part of Deane Retail Car Park, Hankridge
West Monkton Parish Council objects to the totem pole, it is too high and irrelevant in view of all the other signage proposed for the site; but supports the rest of the application.

48/21/0075/LB Proposal: Installation of an air source heat pump at The Old Bakery, Greenway, Cheddon Fitzpaine Application Type: Listed Building C
Cllr Haskins declared personal interest in this application.
West Monkton Parish Council supports this application.

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. Amendment(s): Amendments Comprise: Installation of Solar panels on roof of building.
West Monkton Parish Council supports the installation of solar panels on the roof of the building.

48/21/0076/CJ Notification for Prior Approval for the installation of solar voltaic equipment to the roof of Hollywood Bowl, Heron Gate, Taunton
West Monkton Parish Council supports this application.

48/21/0058 Application to fell 10 Alder trees and 3 Poplars included in Taunton Deane Borough (West Monkton No.1) Tree Preservation Order 2011 at Riverside, Bridgwater Road, Bathpool (TD1090) . Decision of Conditional Approval was made by on 18/10/2021
West Monkton Parish Council confirms its support for the suggestion from SWT for planting a mix of beech, oak, hawthorn and maple trees at Hankridge Lakes near to the M5 memorial.

It was resolved to adopt the planning comments as presented by Cllr Besley, seconded by Cllr Gage and all agreed by show of hands.

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

Decisions noted.

205/21 MH developments

a) Update;

Clerk confirmed that the Planning Application for MH2 has been submitted and is likely to be validated before Christmas. It was agreed that the Parish Council would request an extension within which to make observations on the application due to the Christmas period.

b) Tree Planting

Cllr Hall confirmed that a quote had been received from Wee Trees for the required tree planting on MH1 and that Persimmon also have two quotes. Clerk to arrange a meeting as soon as possible to discuss.

c) POS adoption in MH1: Update

No further update.

d) ROSPA Inspections / Play Park Remedials: Update

A discussion took place about the ROSPA inspections following the WM Liaison meeting on 7th December. It was agreed to make reference to the situation regarding the ROSPA inspections in the Parish Councils letter to the MP. Clerk confirmed that a draft of the letter would be sent to Councillors to consider and feedback when it has been developed.

e) Hartnells Farm Development: Update

Clerk confirmed that confirmation is awaited from Persimmon as to whether they will install the play park at Hartnells Farm at the end of Phase 2 or not. There is no time obligation to deliver the play park. A discussion followed about the issues and frustrations with Persimmon and MH1. It was agreed that a press release would be developed about all of the issues for inclusion on Monkton Matters.

f) Feedback from WM Liaison Meeting on 7th December

Frustration was expressed about how ineffective the meeting on 7th December was, in part due to a SWT Officer not being present. It was however agreed that the Liaison Meetings should continue to take place.

206/21 Community Development Projects

a) Sports Pitches: Update

Clerk confirmed that Persimmon had indicated that they would be agreeable to a meeting being arranged to discuss the Sports Pitches to agree a way forward. Clerk to make arrangements.

b) Small Improvement Scheme Project: Update

Clerk confirmed details of the proposed Small Improvement Scheme to improve the footpath width over the Canal on the road through Bathpool. Clerk to send details of the proposed scheme to Cllr Fothergill.

c) CIL Projects

Footpaths / Renewing gates and stiles: Update

Cllr Gage confirmed that the five gates have been delivered to the locations ready for installation by the Lengthsman.

Aginhills Footpath Diversion: Update

Cllr Cavill confirmed that there was no update.

Speed Indicator Device:

Parish Council purchased SID is awaiting installation. Clerk confirmed that the draft Memorandum of Understanding has been sent to SCC along with the dimensions and weight of the SID. SCC are liaising with the Highways Lighting Team to ensure that the SID can be installed on the lighting columns. Enquiries are also being made about locating the SID between Hartnells roundabout and Monkton Elm Garden Centre.

Land next to new Primary School: Agree next steps

Clerk confirmed that following the discussion that took place at the December Planning Committee meeting an email had been sent to Redrow and Persimmon raising queries about the novotel period, restrictions on the use of the land and if permission could be given to conduct a survey of the land before proceeding further with negotiations. A response to the queries raised is awaited.

207/21 Community

a) Update; Cllr Elliston

Cllr Elliston confirmed that there was no update.

b) Community Survey

Following the discussion at the December Planning Committee meeting, Councillors confirmed that they had no proposed additions to the survey.

The method of delivery and gathering responses was discussed. It was agreed to carry out a pilot of the survey on Roys Place and Heathfield Drive and to give the opportunity on the survey for it to be completed online and for further questions to be asked about the responses via a variety of means including a telephone call, a conversation on the doorstep, email, a virtual meeting etc. The responses from the pilot will inform the method of delivery and response gathering for the wider survey of the parish.

c) Approval of volunteering policies

It was resolved to adopt the Volunteering Policies prepared by the Assistant Clerk Community, proposed by Cllr Ellis, seconded by Elliston and agreed by show of hands. Cllrs Cavill and Tully abstained due to not them not being present at the December Planning Committee meeting when the policy documents were discussed and their approval recommended.

Assistant Clerk Community confirmed that a group of volunteers were organised to clear Dyers Brook on Saturday morning.

208/21 Environmental

a) Climate Action Programme for the Parish

Assistant Clerk confirmed that a meeting has taken place with Bethan Turner to develop a schedule of activity in relation to the Climate Action Programme for the Parish for the next 6 months. Bethan will attend the January meeting to provide an overview of the schedule. Assistant Clerk confirmed that the first event planned is linked to the RSPB Big Bird Watch and some expenditure in relation to this is included in the finance report. An endorsement to go ahead with the initiatives in the schedule was approved, proposed by Cllr Besley, seconded by Cllr Tully and all agreed by show of hands.

It was suggested by Councillors that the Somerset Wilder initiative and Bee Hotels could be incorporated into the schedule in the future.

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

Assistant Clerk confirmed that work on the land was still to be carried out by the Lengthsman. Cllr Haskins confirmed that cyclists are still using the area.

c) SWT Free Trees

Clerk confirmed that the seven beech trees were collected and planted on 1st December by members of the Parish Council.

d) Climate Action Major Project Discussion

Cllr Gage put forward the idea that the Parish Council could support a major Climate Change project in the Parish perhaps at the Primary School, Village Hall or Tacchi Morris or any building that is public or provides a community facility. Cllr Tully and Gage agreed to raise the idea with the Village Hall, Clerk to write to the Primary School and Tacchi Morris.

Cllr Elliston drew Councillors attention to the Northleaze Community Solar Project and the opportunity that a similar project may bring in the community whereby an investment in solar panels may generate an income to deliver further climate change projects in the community.

209/21 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

Mr Perry provided his monthly report confirming Bathpool rainfall was only 14mm – making November the second driest month of the year, and the EA have today recorded it was the driest November in Wessex since records began in 1891, with just 22% of our long-term average rainfall. The longer term forecast indicates that the remainder of December will be dry.

The land drainage consent is yet to be received in respect of the Leaky Dams, agreement is also required from SWT and the landowner. FWAG are engaging more widely with the farming community about flood alleviation / defence works which will have a positive impact in Bathpool.

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

Mr Tutill provided an update on the NP review. Currently three quarters of the way through the Regulation 16 consultation which finishes in 10 days. A full report of the responses received will be provided at the January PC meeting.

Ann Rhodes at SWT will formally appoint Ann Skippers as the Examiner in the New Year. The examination should take place within 6 weeks and the Examiner will decide if a referendum is required, if it is likely to coincide with the May 2022 elections.

The briefing prepared by the Assistant Clerk on the NP review was discussed. It was agreed that the briefing should be added to Monkton Matters as soon as possible to aid the public's understanding of the process and where the NP review is in it.

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

Footpaths

Cllr Gage confirmed that he had nothing further to report.

BACH Chairman;

Cllr Gage confirmed that the next BACH Committee Meeting is scheduled to take place on 20th December.

Allotments;

Clerk confirmed that the allotment renewals had been sent out and payments are beginning to be received.

Highways;

Cllr Besley reported that email correspondence had been exchanged with Alyn Jones about placing a SID between Hartnells and Monkton Elm, amending the wording on the VMS signs, the black on yellow signs which the SCC Highways Team are checking are in place as agreed – further signs have also been ordered to make the correct route to be taking by through traffic and also the traffic calming to take place on Monkton Heathfield Road. The scheme is being put into the SCC Audit / Review process this week. At this stage the timescale for implementation isn't known.

Water Resilience;

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

Safe Routes to School;

Cllr Tully raised concern that school children are still crossing at Maidenbrook Lane.

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

Cllr Hope confirmed that he had nothing further to report.

Transportation;

Cllr Elliston confirmed that he had nothing to report.

d) Communications Report - Clerk.

Parish Council Website:

- Information about the Community Governance Review and survey added.
- A358 Taunton to Southfields Community update added
- Information about Monkton Matters and the business directory added
- Climate Change page updated with articles about the Climate Change Programme.
- Highways updates including for Creech Castle works.
- Regular updates to Highways (including road closures), Planning, Finance and Parish Council pages carried out.

Parish Council Facebook Page:

- Page likes / followers now at 666.
- Posts added sharing the news items added to the website.

Monkton Matters

- Tweaks to website.

- 29 new articles added in November.
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- Business directory now live and has details of 6 businesses so far.
- Summary of the November PC meeting added by Cllr Elliston.

e) GDPR

Nothing to report.

f) WMPC Chairman; Cllr Haskins

Cllr Haskins confirmed that he didn't have anything to report but wished everyone a Happy Christmas.

Representatives on outside bodies/Response to Consultations:

g) West Monkton Village Hall Management Committee

Cllr Tully confirmed that the Village Hall is doing well but there is some concern that some Covid-19 restrictions may return which may result in a further closure of the Village Hall.

h) The Spital Trust

Cllr Ellis confirmed that there is not much to report. Investigations are continuing at the three areas of land owned by the Spital Trust which are involved in the A358 dualling plans. The Spital Trust is making enquiries, plans of the pieces of land are available but the ownership documents are over 100 years old. Some solicitor advice may be required.

i) Any events at which WMPC was represented

Cllr Hall outlined the workshop that he attended with Assistant Clerk Community organised by the Quantock Hills AONB about the future of the Quantock Hills and their development.

Cllr Hall confirmed that following the workshop, the Head of the Quantock Hills AONB visited the Country Park. The AONB has £2.1m of funding from the National Lottery and they confirmed that they would be keen to put forward dry stone walling around the pond for part of this funding.

j) Consultations responses to be developed / approved for submission

To note only: Proposed amendments to Environment Permitting Regulations 2016.

Gambling Act consultation – information regarding the consultation has been circulated. Councillors to send any comments on the consultation to the Clerks to collate a response.

210/21 Asset Register

Up to date.

211/21 Parish Council

a) Vision and Objectives

Clerk confirmed that the Vision and Objectives document had been amended to reflect the feedback received from Cllr Elliston.

It was proposed by Cllr Cavill, seconded by Cllr Ellis and all agreed by a show of hands to approve and adopt the Vision and Objectives.

b) To consider adopting a Business Continuity Motion

Clerk outlined how the current legislation requires the Parish Council to meet in person to make decisions. With the increase in cases of the new Covid 19 variant, there is a risk that if new measures / restrictions are put in place the Parish Council may not be able to meet in person and make required decisions.

It was proposed by Cllr Cavill, seconded by Cllr Besley and all agreed by show of hands to adopt a Business Continuity Motion until May 2023 which states that:

'In light of the Coronavirus (Covid-19) pandemic and government advice, this council resolves that:

(a) Should the council be unable to meet for whatever reason, the Clerks be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.

(b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council. A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.

(c) The authority to decide the council's response to planning applications be delegated to the Clerks, in consultation with all members of the council.

(d) The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.

(e) The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure from the project earmarked reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation'.

212/21 Finance

a) BACH Finance to 30th November 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 November 2021.

b) Budget and Precept for 2022/23

Following the Budget setting and precept meeting on 29th November 2021:

Resolution to approve the proposed budget for the year ahead 2022-2023 and to confirm the precept request for £64,517.00 for 2022/2023. WM PC portion of the Council tax will be £30.34 which is 68p less than last year.

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

Based on SWT tax base figures for 2022/2023 this means that for capital expenditure at the CP the split remains 50:50 whilst the maintenance and general running costs will be shared WMPC 70% and CFPC 30%.

c) Quotes

To note: 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. Bollard purchased and installed, and tarmac completed by RW Gale. (£2125.00 +vat 425.00 = £2550.00 see payments table below, CF PC have offered to pay half ex-vat £1062.50)). Top layer of fine to dust gravel to finish the surface will be delayed until pond installation is complete.

Request from Somerset Wood volunteer co-ordinator for supply and installation of trees around the Forest School for planting in January. Tree species have been identified by Forest School consultant Thirza, quote from approved supplier, 'Wee Trees' (=best value). To supply as quoted £782.60 +vat £146.92 = Total £929.52.

Resolution to accept quote from Wee Trees for the Forest School tree planting. Should be shared 50:50 with CF PC. Proposed by Cllr Ellis, seconded by Cllr Cavill and all agreed by show of hands.

An agreement in principle to reimburse the Somerset Wood volunteer coordinator for incidental expenses incurred in the delivery of her unpaid position:

Resolution to reimburse Somerset Wood Volunteer. Proposed by Cllr Tully, seconded by Cllr Besley and all agreed by show of hands.

Claim submitted for period April to November £136.38.

Will be shared 50:50 with CF PC. i.e. £68.19 paid directly to Som Wood Coordinator (See payments table below).

Allens Brook and Leaky dams FWAG scheme: (from Kevin Perry)

- Request from K Darch that the PC carries his legal costs for the setting up of the leaky dams
- Estimated cost of works likely to be about £2500.00

Resolution to support both *in principle*, subject to knowing cost involved. Proposed by Cllr Hall, seconded by Cllr Elliston and all agreed by show of hands.

To accept the quote from Alan Manchip to install air conditioning in the Activity Room at the BACH. Manchip is the preferred contractor, representing good value, local business and have done work at BACH in the past. A number of options are offered on the quote.

Activity Room

Option 1

1 x 12kW suspended cassette system

Price of Materials/Labour £4,297.00 plus VAT (valid for 28 days)

Option 2

1 x 12kW twin wall mounted system

Price of Materials and Labour £3,876.00 plus VAT (valid for 28 days)

Option 3

1 x 10kW wall mounted system

Price of Materials/Labour £3,147.00 plus VAT (valid for 28 days)

Optional Outside Cage

To supply and install 1 x outside cage to the outside condenser unit would be

Price of Materials/Labour £375.00 plus VAT (valid for 28 days)

The maximum quote totals £4672.00 plus VAT. It would qualify as a CIL project because it is a capital investment and of benefit to those affected by the development.

Resolution to accept Option 1 of the quote from Alan Manchip, without a cage and with a timer to enable automatic switch off if the unit is inadvertently left on. Proposed by Cllr Ellis, seconded by Cllr Gage and all agreed by show of hands.

To consider a donation to Crisis Funding following request from Village Agent. Donation is for local people in need. Suggest £1000.00, from Youth and Community budget line. Proposed by Cllr Hall, seconded by Cllr Gage and all agreed by show of hands. Feedback / outline of how the fund is used locally to be requested.

To consider quote and agree a course of action.

Quote from Wee Trees for replacement of dead trees on MH1 site following site inspection and report. To replace 179 trees including stake, guard and ties (species listed on quote) £52588.99 +vat £10099.80 = £62688.00. Planting costs £200 x2 men to plant 15 trees per day.

179 /15 = 11 days @£400 per day £4400.00. Total cost for scheme £67088.00. Persimmon say they have 2 quotes and all three quotes will be considered round the table.

It was agreed to arrange a meeting Persimmon. Parish Council to agree to take responsibility for the trees once planted.

Unfinished business from Nov PC meeting:

Resolution to accept recommendations from AWP (extract from report of the meeting at the end of this document):

- Amendment to Financial Regulations (see AWP report end of this document)
- To continue variable direct debits as listed in AWP report at end of this document.

(Grants approved at Nov meeting and subsequently issued).

Proposed by Cllr Cavill, seconded by Cllr Tully and all agreed by show of hands.

To note the next meeting of the Audit Working Party on Friday 21 January 2022 at 9.00 am by zoom.

To note plans for a Youth Club disco 5 -7pm with pizza on 15th Dec. Pizza van may not be in attendance – suggestion to purchase pizzas from Asda which would be cheaper (Pizza van = £10-12 per pizza). DJ is a policewoman, there will be a charge for the DJ. Costs can be met from YC and community budget line.

Ref legal costs

- To note payment for work done on Crown Commissioners covenant ref lease paid on 8/12/2021 to avoid any delay on the work – CF PC having agreed to pay their share on 6/12/2021.
- To note advice below from Wellers Hedley regarding future costs. Extract from email from Frances Webster at Wellers Hedley:

...would suggest that we agree an amended scope of work as follows:

1. **Deed of Covenant** – estimate 3 hours (£787.50 plus VAT and disbursements). This time allowance will cover our time spent reviewing the restriction on the title, liaising with the Crown, reviewing the draft Deed of Covenant and the 2018 Transfer, making any necessary amendments to protect the Councils' interests and reporting to and advising the two Councils on the extent and implications of the obligations therein. Please note that I already have £225 WIP allocated to this matter.
2. **Reviewing draft lease prepared by STW** – estimate 6 hours (£1350 plus VAT and disbursements). This time allowance will cover a review of the title register and the draft lease, negotiating with the solicitors acting for STW as to any pertinent amendments that we consider to be necessary and reporting our recommendations to the two Councils. I would estimate that this will involve one to two rounds of review at this stage. We will also register the lease with land registry and deal with any preliminary requisitions raised, providing these are straightforward to resolve.
3. **Preparing Underlease to Charity** – estimate 5 hours (£1125 plus VAT and disbursements). This time allowance will cover our time spent taking up-to-date instructions from the two Councils, preparing a draft lease, negotiating with the Charity's legal representatives and dealing with straightforward amendments proposed by the parties. I would estimate that this will involve one to two rounds of review at this stage

Resolution to proceed with legal work from Wellers Hedley within the amended scope of work, proposed by Cllr Hall, seconded by Cllr Cavill and all agreed by show of hands.

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	£ 0.67, Nov 9th statement
Nationwide	£3.11 Nov 30 th statement
PSDF	£1.64 Nov 1st statement
SALC community grant in two payments 1500 +2544.66	£4044.66

Payments

payee	Payment ex vat	Vat	Total	How paid	Budget line
A Pritchard litter picking	██████	No vat		d-d	Wages paid into voluntary 'nest'
Employee pension contributions	112.52	No vat	112.52	d-d	Pension contributions
Employer pension contributions	52.89	No vat	52.89	d-d	HMRC
A Shephard Clerks salary SCP30	██████	No vat		bacs	salary

P Cavill assistant clerk2 salary SCP 34	██████	No vat		bacs	salary
K Welsh assistant clerk-community salary SCP 26	██████	No vat		bacs	salary
HMRC month 9	851.55	No vat	831.55	bacs	Employer/NIC/PAYE
A Shepherd Homeworkers allowance	27.00	No vat	27.00	bacs	Homeworkers allowance
P Cavill homeworkers allowance	27.00	No vat	27.00	bacs	Homeworkers allowance
K Welsh homeworkers allowance	27.00	No vat	27.00	bacs	Homeworkers allowance
A Crome YC expenses claim (Tuck shop)	38.10	No vat	38.10	bacs	Youth club
RW Gale install bollard and tarmac at CP	2125.00	425.00	2550.00	bacs	CIL to be shared with CF PC (£1062.50)
Parish Online annual subscription	150.00	30.00	180.00	bacs	Sundry admin
E.G.White topping at Memorial Wood	270.00	54.00	324.00	bacs	CPvol
Reimburse Som Wood volunteer coordinator expenses (50:50 w CF PC)	68.34	No vat	68.34	bacs	CPvol
QsslT supply and set up laptop	1120.65	224.13	1344.78	bacs	IT
e.on supply to BT kiosk 1/4 to 30/11	27.34	1.37	28.71	bacs	lighting
S Rolls Lengthsmans Services in Nov		No vat		bacs	Lengthsmans services
B Turner Environment initiatives/comms Nov invoice	175.00	No vat	175.00	bacs	environment
Burnham Portaloo at CP	88.00	17.60	105.60	bacs	CP vol
Cllr A Hall expenses claim CP wood, varnish, keys, mileage	169.09	No vat	169.09	bacs	CP vol
Cllr G Hope expenses claim wood for banner, cable and ties	93.81	5.60	99.41	bacs	Env
Cllr B Gage mileage for Christmas trees	196.09	No vat	196.09	Bacs	env
QSS IT annual subscription for End Point security	24.99	5.00	29.99	Bacs PAID	IT
Grant to Tacchi-Morris for LED lighting project	3500.00	No vat	3500.00	Bacs PAID	grants
Grant to WM scouts	1770.00	No vat	1770.00	Bacs PAID	grants
Viking Order stationary ink mouse	99.66	17.90	117.56	Dcard PAID	Sundry admin

Viking Order accident book ink	34.28	6.86	41.14	Dcard PAID	Sundry admin
Viking Order HP printer + inks (2 inks to follow when they are next in stock)	(180.44) 126.54	(34.09) 25.31	(204.53) 151.85	Dcard PAID	Sundry admin(dec)
Viking mobile first aid kit for volunteering	11.39	2.28	13.67	Dcard PAID	Equip
Viking Order PPE- hard hats signage buckets	99.79	19.96	119.75	Dcard PAID	Equip
Bulk Workwear hi viz vests and goggles for volunteers	306.39	61.28	367.67	Dcard PAID	Equip(Dec)
Safety Warehouse gloves	49.25	9.85	59.10	Dcard PAID	Equip
Sharp Cat CGR survey	2886.36	577.27	3463.63	Bacs PAID	Env
CP Legal fees Crown covenant Wellers Hedley	368.00	73.60	441.60	Bacs PAID	CIL(Dec)
<i>Cost of SID device, invoice expected</i>	<i>1919.00</i>	<i>383.80</i>	<i>2302.80</i>		

Any other invoices received before 14th Dec 2021. Payments by bacs wherever possible.

Resolution: to make payments described above:

Proposed by Cllr Ellis, 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

Viking stationary ink and mouse 99.66 +vat17.90 = £117.56

Viking ink and accident book 34.28 +vat 6.86 =£41.14

Viking printer and ink, paper 180.44 +vat34.09 =£204.53(Dec)

PPE Viking hard hats etc 99.79 +vat19.96 = £119.75

PPE Bulk Workwear hi viz, goggles 306.39 +vat61.28 = £367.67 (Dec)

PPE Safety Warehouse gloves 49.25 +vat9.85 = £59.10

2. To note: Payments by bacs/transfer:

Grant award to Tacchi-Morris for LED Lighting project £3500.00

Grant to W Monkton Scouts £1770.00

Qss IT security annual subscription £24.99 +vat£5.00 = £29.99

Sharp Cat for CGR survey 2886.36 +vat 577.27 = 3463.63

Wellers Hedley covenants CP 367.46 +vat 73.60 = £441.06

3. To note: Payment by direct debit

Invoice 6767 Nov 25th Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, (now RollPay) for the servicing plan.
Tailored auto enrolment pension deductions: £79.45
Invoice SWS 109180 to follow Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes) April fin sheet)
Invoice SWS 109146 Monthly invoice for web life hosting (MM) £23.00 +vat4.60 = £27.60
SWS 109159 Balance for Business directory of MM £125.00 + vat 25.00 = £150.00
Microsoft office £9.48

4. Cheque

Nil

5. Transfer between accounts

e) WMPC Bank reconciliation

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

WMPC Receipts

Shows receipts between 1 Nov and 30 Nov includes interest from bank accounts.

WMPC Expenditure details ref green financial sheet which shows only totals – details below

Sundry admin: Viking orders ink and set up home office 43.79 + 66.50, Viking orders 117.56 + 41.14 = 158.70, Microsoft payment 9.48. Total £278.47

In Dec column Parish Online annual sub 150.00 +vat30.00= £180.00 Printer (Asst clerk-com)and inks £151.85 (part of 204.53, inks x 2 to follow)

Equipment (new Line) all PPE purchases hard hats 119.75, gloves 59.10 first aid kit 13.65 Total = £192.50

In Dec column hi viz and goggles £367.67

CP vol: Reimburse Vol Coordinator expenses, £68.34; EGWhite topping in Aug 270.00 +vat54.00 = £324.00;

Burnham Portaloo 105.60; A Hall CP wood, keys etc 169.09; Total £667.03

CIL: in Nov column Glasdons bollard for CP safer route to school 228.50

In Dec column R W Gale 2250.00 (issue invoice to CFPC for half ex vat = £1062.50) Wellers Hedley CP covenants 441.06 Total 2991,60

Comms: SWS on direct debit gsuite (vat breakdown above) 71.76, SWS MM hosting on direct debit (vat breakdown above) 27.60 total = 99.36 Balance for set up of Business Dir on MM 125.00 + vat 25.00 = £150.00.

Total £249.36

Grants: Climate res: T-M for LED lighting project £3500.00 + £670 of scouts, Total £4170.00. Well-being WMScouts £1100.00 (Nov column)

IT annual subscription for End point security £29.99 (Nov column).

Env in Nov column Business all about you 225.00 + sharp cat for cgr survey 3463.63. Total 3688.63

In Dec column Business all about you 175.00 B Gage exp 196.09, G Hope exp 99.41 Total 470.50

213/21 Other matters for report only – items for discussion - no decision

a) Christmas office closure – 29th – 31st December 2021

Noted

b) Items for next meeting agenda – by Monday 3rd January 2022

Noted

Confidential Session

214/21 Community Transport

It was agreed to defer this item until the next meeting.

215/21 Country Park Update

Cllr Hall provided an update on progress with the pond and forest school and photographs were shared at the meeting. A soakaway / drainage for the Forest School area needs to be installed.

Cllr Cavill confirmed that SWT Executive are discussing the lease of the Country Park tomorrow evening.

Cllr Hall confirmed that the Glebe Farm planning application is expected to be submitted to SWT this week.

Clerk drew Councillors attention to the draft Press Release prepared by Mike Batsch. It was agreed to feed back any comments directly to Mike Batsch.

216/21 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2022: 11th Jan, 8th Feb, 8th Mar, 12th Apr, 10th May, 14th Jun, 12th Jul, 9th Aug, 13th Sep, 11th Oct, 8th Nov, 13th Dec.

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

2022: 25th Jan, 22nd Feb, 22nd Mar, 26th Apr, 24th May, 28th Jun, 26th Jul, 23rd Aug, 27th Sep, 25th Oct, 22nd Nov.

Audit Working Party: 21st January 2022 at 9.00am (Virtual)

Annual Parish Meeting: 29th March 2022

BACH committee 20th December 2021 at 7pm

Budget and Precept Working Party TBC November 2022 at 7pm

Meeting finished at 10.50pm

Signed Chairman:

Date: