



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 14th March 2023 at 7.00pm.

Present: Cllrs Besley, Ellis, Elliston (from 7.15pm), Gage, Hall, Haskins, Hope and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs K Welsh Assistant Clerk Community, Mr K Perry, Bathpool Flood Warden and Cllr David Fothergill, SCC County Councillor.

395/22 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Cavill, and Cllr Andrew Pritchard, District Councillor.

396/22 To note

- a) Declarations of Interest: No change.
- b) Dispensation Requests: None
- c) Amendments to the Register of Disclosable Pecuniary Interest: None had been notified to the Clerk.

397/22 To adopt the minutes of the Parish Council meeting on 28th February 2023

The minutes from the Meeting of the Parish Council on 28th February 2023, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 28th February, proposed by Cllr Hall, seconded by Cllr Hope and agreed by show of hands.

398/22 To note Clerk's report and Assistant Clerk (Community) Report

Clerk's Report:

Parish Administration:

- Actions from the last meeting / issues arising:
 - Corresponded with Wessex Water regarding the MH1 attenuation ponds.
 - Reported footpath between the canal and Waterleaze to SCC.
 - Hedge at Milton Hill – requested SCC to confirm the boundary / extent of the highway.
 - Liaised with John Southwell at the Environment Agency re Hartnells S106 contribution / permanent pump at Bathpool and holding a joint meeting regarding water flow across the wider catchment.
 - Liaised with SCC regarding the proposal to change the allocated school sports pitch to a community garden.
 - Met with two play park contractors at Monkton Inn and have received two quotes (in finance report).
 - Ordered and received two litter bins for Cricket Ground, met with Lengthsman about installation and liaised with the Cricket Ground.
 - Reported flytipping at Greenway.
- General Admin:
 - Finalised the 2022/23 Annual Report.
 - Published the Annual Parish Meeting agenda on the website and added to noticeboards.
 - Monkton Inn Asset of Community Value nomination approved.
- Finance / Payroll:
 - Making payments / placing orders.
 - Gathered quotes.
 - Managing / inputting Accounts using Scribe.
 - March payroll and finance reports.
 - Continuing to review the Asset Register including format.

Planning:

- Updating Planning Log with planning decisions / conditions weekly.
- Preparation of PowerPoint presentation in respect of planning applications received for PC meeting and submission of agreed response to planning applications.

Highways:

- Reported potholes at Dosters Lane and repair quality. Phone received from SCC Highways confirming that contractors have been overwhelmed with pot hole repairs. Viafix is now used to repair – not cut around or sealed anymore. Some potholes have been marked up for repair, some aren't deep enough. Dosters Lane is on the schedule for patching work in the next financial year.
- SID reports sent to Traffic Management and Police to inform enforcement visits.
- Request made to Traffic Management at SCC for SID to be deployed on Monkton Heathfield Road and Bridgwater Road (near Aldi).
- Reported missing speed sign at Mead Way (near junction with Monkton Heathfield Road). Response received confirming that one sign is sufficient if it is visible, another sign will therefore not be installed.
- Requested Parish Lengthsman to reinstate the black on yellow signs.
- Responded to the TRO notices, requesting an extension of the 20mph speed limit area.
- SID installed at Greenway.
- Reported blocked drain at Dyers Lane.
- Reported damaged bollards at Milton Hill. These bollards aren't adopted. Persimmon responsibility to replace.
- Reported condition of pavements on School Road. Work planned on pavements in the next financial year.
- Remedial work identified on Milton Hill roundabout (WRR), SCC have agreed a price with developer to complete works on the kerb stones. Will take place shortly.
- Investigated why the turning area at the end of School Road wasn't resurfaced – not part of the adopted highway.

MH1:

- MH1 S106 Agreement Variation – continued to chase progress with solicitor. Email communication has now resumed between the PC solicitor and developers solicitors.
- Liaised with Persimmon regarding removal of the travellers. Travellers removed on 6th March and Persimmon are arranging for rubbish to be removed.
- Confirmed with Persimmon the PCs suggestion to dig a large trench to prevent future occupation of land by travellers – response received confirming that this option is being explored.
- Reported damaged fencing near the canal roundabout – Persimmon were aware and have placed an order for it to be prepared.

MH2:

- Design Workshop rescheduled for 9th March.

BACH:

- Invoices and accounts.
- Next BACH Committee Meeting to take place on Thursday 25th May 2023 at 7pm.

Meetings last month:

1st February – Community Café
2nd February – Stay and Play Group
7th February – Agenda run through meeting
8th February – LGR Clerks Session
9th February – Code of Conduct etc Training provided by SWT
13th February – Country Park Events Meeting
14th February – Parish Council Meeting
15th PM, 16th and 17th February – Annual Leave
20th February – Monkton Inn Play Park meetings
21st February - Agenda run through meeting
22nd February – LGR Clerks Session
27th February – Garden Town Delivery Board
28th February – Parish Council Meeting

Meetings this month:

3rd March – Annual Leave
6th March – Country Park Working Group Meeting
7th March – Agenda run through meeting
8th March – LGR Clerks Session
9th March – MH2 Design Workshop
10th March – Annual Leave
14th March - Parish Council Meeting
17th March – MH2 Meeting

21st March – Agenda run through meeting
 21st March – Annual Parish Meeting
 22nd March – LGR Clerks Session
 24th March – Annual Leave – SLCC Graduation Ceremony
 28th March – Parish Council Meeting

Assistant Clerk (Community) Report:

Community - General

- Monkton Matters – keeping MM up to date with new news and events as and when required. Sharing articles on facebook pages.
- Updated Community Matters article and shared on Monkton Matters, facebook and noticeboards.
- Shared Community Transport survey on Monkton Matters and Social Media
- Run Community Café at the Stay and Play and set up stay and play area x twice weekly
- Responded to enquiries/requests via facebook and by email to those in the community.
- Regular trips to Bookers to restock for the community café/garden and fridge.

Community Fridge

- Coordinating and managing volunteers, cleaning rotas and pick ups.
- Keeping in touch with volunteers to keep them updated and involved.
- Recruited three additional volunteer for the Community Fridge
- Ensuring volunteers photograph donations each day and keeping them stored on the shared folders for Environmental Health.
- Responding to complaints and concerns about community fridge users.
- Investigating new shops for donations with volunteers, we now collect from local petrol station (M&S at Staplegrove) and are having some discussions with other local shops
- Prepared regular schedule for BACH bookings and shared on Monkton Matters, Village News and social media
- Submitted application for Emergency Planning – with amendments as requested

Community Cafe

- Running a weekly Community Café at the BACH over the school pick up period. Opportunity to meeting with the public to share concerns and to socialise.
- Meeting place for potential and existing volunteers to support, recruit and get feedback about the volunteering.
- Promote community events here.
- Tony Wearmouth PCSO to drop in and run any events here and Village Agent (New village agent appointed, waiting to hear who) attending regularly to meet clients and run drop ins monthly.
- Ran first 'Repair Café' next one 15/3/23

Community Garden

- Community Garden group meet regularly at the BACH
- Cllr Paul Elliston works with this group regularly who have grown a number of different veg which have supplied the Community Fridge.
- Attended The BIG Dig – supported volunteers with coffee, tea and refreshments – signed up new volunteers to group

Community Events

- Prepared and printed answer papers for the Community Quiz night
- Successful third Community Quiz – with over 45 in attendance.
- Awaiting for Lottery Funding for the King's Coronation – responded to call regarding address differences
- Sourcing suppliers for toilet hire for summer events
- Secured booking for large screen
- Prepared spreadsheets for event planning for the spring/summer
- Liaising with Bethan Turner for promotion of Events
- Contact Tacchi Morris re use of PA System and Stage
- Researching local bands and open mike ideas
- Pulling together craft and food stall holders onto a list for Kings Coronation and Dog Show
- Contacted Collin to make stakes and eggs for egg hunt
- Secured a member of community to be Easter Bunny for the hunt
- Organised marquees for events

Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with a number of clients via the village agent in the community.
- Continue to update spreadsheet with new volunteers
- Prepared Annual Report Blurb
- Planning for APM and preparing Powerpoints
- Preparing personalised certificates for volunteers
- Sourced quotation for boards to advertise APM
- Met with Paul Youd to finalise arrangements for Hot Cross Bun demonstration

Meetings

- Attended PC meetings
- Attended 2 agenda run through meetings
- Created communications and clerk community report
- Attended 'Building CILCA online sessions'
- Attended Cheddar Fitzpaine Parish Council Meeting
- Met with School Council at West Monkton Primary School
- Ran meeting regarding Spring/Summer events in the Parish
- Attended Town and Parish Council Course Online
- Attended MH2 meeting in Clerk's absence
- Attended Quiz Night Event
- Attended Inaugural Meeting of the Garden Town

399/22 Local Government Reorganisation update

Cllr Fothergill reported that it is only 17 days until vesting day. A Service took place at Wells Cathedral on Sunday afternoon to celebrate the work of the District Council before they merge. Many Somerset wide policies are being developed for example for street closure charging and housing.

Tier 3 officers are being interviewed now, the interview process is taking place later than hoped, it should have been done in July but the recruitment of a new Chief Executive has caused the delay. It means that Tier 4s and below will not be in place for vesting day. A temporary structure will exist in the interim. After vesting day the focus will be on transition and transformation. The budget has been set. Reserves being used to get a balanced budget. Will be a real stretch and there is likely to be significant overspend. A centralised telephone number will be in place to contact Somerset Council – the existing SCC telephone number will be used. Cllr Gage requested an update on the CFPC legal challenge. Cllr Fothergill confirmed that the Town Council will come into being on 1st April. If proceedings take place after that that, the Town Council will have to be unwound. A meeting is taking place to approve the parks that will be transfer to the Town Council.

400/22 SCC Report

Cllr Fothergill reported on the following:

School Dates - Consultation underway about the proposed school dates for the next 2 years.

Social Worker Recruitment – campaign opening to recruit people who want to move into social work. The campaign takes place every two years.

Advocate Recruitment – the Council are trying to recruit more advocates. The advocates will sit alongside the 600 + children in care when they need someone, for example, when they attend meetings. The positions are voluntary and are a short term commitment. Those recruited attend two days of training before their details being added to a bank of advocates that are available.

401/22 SW+T Council Reports

Cllr Tully reported that although SWT will no longer exist on 1st April, a number of full days of Planning Committee Meetings are scheduled. SWT are pushing the determination of as many planning applications as possible before 1st April. Cllr Tully expressed concern that training of new Somerset Council Planning Committee Members has not taken place yet. Cllr Fothergill confirmed that although training is scheduled by the end of the month, the training is being delivered by external consultants and the training will not be focused on Local Plans and Neighbourhood Plans.

Cllr Haskins thanked Cllr Tully, Cllr Cavill and Pritchard for their work as District Councillors and all they have done for the Parish.

Public Question Time

Cllr Haskins reported that he had looked at the trees that the Parish Council planted on MH1 and thanks to the watering exercises through the summer all but two have buds

on them. The two that haven't, have been vandalised. Cllr Hope confirmed that a member of the public in Pippin Road will be replanting one of the dead trees.

Cllr Haskins reported that the main issues in the Parish at the moment seem to be flytipping and rubbish which has been reported.

Cllr Tully reported that there are a number of potholes on the ERR and that they are getting worse. It was noted that the ERR isn't adopted, remains the responsibility of Persimmon and the pothole repairs will form part of the remedial works.

Cllr Haskins reported that the gullies in the Parish have still not been cleared. Cllr Fothergill agreed to follow gully sucking up with Highways.

402/22 Planning

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

No applications to consider.

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

403/22 Garden Town Delivery Board

Clerk reported that the next meeting of the Garden Town Delivery Board is scheduled to take place 12th April at 3pm until 4.30pm. Meetings of the Board will take place on a quarterly basis. The proposed terms of reference for the Board were circulated in advance of the meeting and discussed. Clerk confirmed that the Parish Council needed to nominate one Councillor to represent the Parish Council on Board but suggested that a substitute could also be nominated to provide cover if required. It was agreed that Cllr Hall would be nominated and Cllr Tully would act as a substitute. Clerk to forward all relevant information to Cllrs Hall and Tully.

404/22 MH1 Update;

Clerk reported that Taunton Solicitors are now in correspondence with the Developers solicitor, a response is now awaited from them. Clerk to chase progress at regular intervals.

Clerk confirmed that Wessex Water have nominated an Officer to meet with the Parish Council about the MH1 Attenuation Ponds and that a meeting will be arranged in the next couple of weeks. Kevin Perry to be invited to the meeting. Cllr Haskins suggested that photographs are taken of all of the attenuation ponds in preparation for the meeting.

Cllr Haskins reported that a different approach in respect of attenuation ponds is being proposed for MH2 where wet instead of dry ponds will be delivered.

405/22 Country Park Update

Cllr Hall reported that he is meeting with the dry stone walling company to look at the work in the Country Park. Quantock Hills have provided a grant on the condition that their apprentices can help to build the wall.

A quote for fencing materials has been obtained by Cllr Besley for £1300+ VAT. A Working Party will be needed to install the fencing. Cllr Hall is going to double check the quote to ensure that the right amount of materials have been quoted for.

Proposed access drawing shared. Cllr Hall confirmed that the proposed access will enable access for the Academy who would like to take over the running of the Forest School, disabled driver access and disabled access from Maidenbrook Lane. Quotations for the proposed access including the drainage elements are being obtained. The cost of the works will be paid from grant funding. Cllr Gage reported that he has 50 goldfish to go into the pond and had received an offer of 4 horse chestnut trees the trees are quite big and will be transported to the Country Park.

406/22 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry.

Kevin Perry reported on the following:

There is little to report for February. Although January was very wet, February was very dry – only 7mm of rain fell which is only 17% of the long term average and the driest for 30 years.

March has been different again, snow has fallen and melted and there has been quite a lot of rainfall which led to a flood alert on 9th March which was in place for a couple of days. The rivers are dropping back down again now.

Kevin Perry confirmed that he attended a Wessex Water presentation at the Brewhouse last Friday. The Business Plan for 2025-2030 and the Vision for 2050 were presented. Wessex Water have a lot of plans but no ideas were included about how to sort out local issues like sewer problems in Bathpool. Kevin Perry confirmed that he has made contact with one of the Wessex Water Officers who was at the presentation.

Cllr Hall reported that a joint partnership approach to look at the area problem and identify projects / solutions is being explored. A meeting will be arranged for all parties.

Cllr Haskins suggested that this type of issue would be of interest / a point of discussion for our Hestercombe LCN.

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

Footpaths: Cllr Gage

Cllr Gage confirmed that he had nothing to report.

BACH: Cllr Gage

Cllr Gage reported that he had met with a school representative about the utility charges for the BACH. The school are reviewing the charges because of an increase in costs. It is also likely that the school will charge for the sprinkler / fire alarm maintenance. This may increase the running costs of the BACH. Cllr Gage confirmed that this will be discussed by the BACH Committee and reported to PC as required.

Highways

Cllr Besley confirmed that he had nothing to report. Clerk confirmed that she would chase Andy Coupe at SCC.

Cllr Haskins provided a summary of the headlines from MH2 meeting that took place on 9th March. The Developers presented a high level set of plans / drawings. ERR2 has been abandoned. The Plans have been developed with the presumption that the bus gate will be installed on Monkton Heathfield Road. Other principles of the development discussed. It was expressed that highway design in and around the development is a major issue that will have an impact on the parish. It was agreed that once the slides that were presented on 9th March are received from the Developers a meeting to discuss them would be arranged.

Safe Routes to School: Cllr Tully

Cllr Tully reported that young people from Heathfield School who are walking to Creech St Michael are walking across the ERR between the Canal roundabout and Hardys Road roundabout rather than using the crossing point.

Cllr Tully and Haskins reported on the A358 Dualling Scheme following their attendance at the Community Forum on 8th March. The Scheme has been delayed by 2 or 3 months.

Public Open Spaces, Recreation and Children's Play Areas: Cllr Hope

Cllr Hope reported that grass cutting contractors are cutting the grass in MH1 and that a resident from Pavilion Gardens had contacted him expressing concern that maintenance charge increased. Cllr Hope confirmed that he had responded to confirm that the PC are waiting to adopt the POS and that once that has taken place residents of Pavilion Gardens may see a reduction in charges.

Transportation: Cllr Elliston

Cllr Elliston confirmed that he had little to report. The Transport Survey is still live and 44 responses have been received so far. An analysis of the responses will be considered at the next meeting.

Cllr Tully raised disappointment that none of the bus stops in MH1 have bus shelters.

Cllr Elliston confirmed that a focus group for bus users is coming up. Cllr Elliston suggested that Cllr Hope attend as a bus user.

Clerk confirmed that she had forwarded the details to Cllr Hope.

c) Communications Report: Update

Parish Council Website

- Regular updates to Highways (including road closures), Planning, Finance and Parish Council carried out.

Parish Council Facebook Page:

- Page likes / followers now at 1.02k
- 14.7k post reach
- 2800 post engagements
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 295
- 28 new articles added in February
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 2400 post reach
- 510 post engagements
- Business directory has details of 19 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 849

- 942 post reach
 - 569 post engagements
- Village News Contribution
- Developed by the Clerk's
- Noticeboard Updates
- Updated noticeboards

d) GDPR

Nothing to report

Representatives on outside bodies/Response to Consultations:

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

Cllr Tully reported that the Village Hall will be making an application for funding for insulation and the application will be submitted soon.

Cllr Tully reported that someone had recently collapsed at the Merry Monk and needed a defibrillator. The closest defibrillator is at the Tacchi Morris. Cllr Tully confirmed that the Village Hall would be agreeable to a defibrillator being installed on the wall outside the gates of the Village Hall. Clerk to gather quotations for a defibrillator. Village Hall will cover the cost of the installation and ongoing maintenance.

f) The Spital Trust: Cllr Ellis to report.

Email regarding the boundary wall was circulated in advance of the meeting and discussed. It was noted that the Spital Trust would like the Parish Council to make a £750.00 contribution towards the cost of building a stone wall. It was agreed that the Clerk would respond to the request with an alternative proposal that the Parish Council places a bench and plants appropriate hedging at the location and covers the full cost.

g) Any other events at which WMPC was represented;

Assistant Clerk Community reported that ITV West Country are attending the BACH tomorrow, they will film the stay and play group, community café, fridge and garden and will be broadcasting live from the hall at 6.00pm.

h) Consultations

Somerset Statement of Community Involvement Consultation: <https://someset.inconsult.uk/sci/consultationHome> (Closing date 16th March 2023)

Clerk provided an overview of the proposed Statement of Community Involvement which is being consulted upon. It was agreed not to respond to the consultation.

407/22 Finance

a) Finance Report:

Quotations and Updates:

- Grit Bin for Roys Place junction with Bridgwater Road: (CIL Expenditure)

<https://www.gritbins.net/6-cu-ft-grit-bin-175-litre-175-kg-capacity-recycled-black>



175 litre Grit Bin - £79.99 +VAT - available in yellow too.

Asked SCC regarding filling the bin, response received:

For your information, Roys Place is not adopted highway, so if you were to site a grit on land not forming part of the highway, we would have no objection. I would imagine most of the land would be owned by the developer, so you would have to ask their permission. If the grit bin is not on the highway, then SCCH would not have an obligation to re-fill it.

If you wished to site a grit bin on land forming part of the highway, there are several conditions to be met. Initially permission would have to be sought and granted by SCCH, as a grit bin is an obstruction and to give this permission, certain criteria must be met. Essentially, the proposed bin can only be located on a non-precautionary salting route and there must a proven safety need, such as a junction or footway with a known icing problem. Certainly, Bridgwater Road is not on the

salting route now, but you would have to prove there were safety concerns. If the grit bin had SCCH approval, then we would add it to our list of bins to be re-filled.



It was agreed to wait until Roys Place is adopted before purchasing a grit bin for the location.

- Monkton Inn Play Park Equipment (CIL Expenditure)

Darren Greenslade – Darren's Den (located in Wellington, Somerset)

Take down the existing play equipment. Install a 1.5m square x 1.5m high multi play tower. This will have a red cedar shingle roof which will have tongue and groove on the underside. There will be a 3m long stainless steel slide attached to the front of the tower, a set of HDPE plastic steps on one side, the other side of the tower will have a 45 degree climbing wall with resin climbing stones, the back of the tower will have a swing arm attachment and a nest swing attached. There will be rubber grass safety matting installed around the play equipment.

There will be galvanised metal feet on all the posts that are concreted in the ground to prolong the life of the posts. All the bolts and fixings will be stainless steel.

The timber for the structural posts will be 120mm x 120mm. The decking framework will be 50mm x 150mm. The handrails are 50mm x 150mm. The decking is 38mm thick by 150mm wide. All the timber is kiln dried and pressure treated using a micropro brown treatment, and is planed with rounded corners to prevent splinters.

An independent post installation on inspection is also included with this installation.

There will be a 4' high picket fence around the play area with a gate with latch attached.

The waste soil will bring the level of the ground up as discussed and the area will be covered with grass seed.

Total price including installation £12570.00 +VAT = £15084.00

Mortis Play (based in Bridgwater):

Option 1:

QUOTATION

West Monkton Parish Council

Bridgwater Road
Bathpool
Taunton
Somerset
TA2 8FT
GBR

Date
07 Mar 2023

Quote Number
QU-0467

Reference

Play Area
Expiry
14 Mar 2023

Morti Sport & Play Limited

4 King Square
BRIDGWATER
Somerset
TA6 3YF
GBR

VAT Number
304 7259 15

Description	Quantity	Unit Price	VAT	Amount GBP
Robinia Wooden Slide and Play net Structure https://www.mortisportandplay.co.uk/equipment/wooden-slide-playnet-structure-1	1.00	4,752.00	20%	4,752.00
Robinia Swing https://www.mortisportandplay.co.uk/equipment/basket-swing	1.00	2,200.00	20%	2,200.00
Robinia Seesaw Springer for 4 https://www.mortisportandplay.co.uk/equipment/robinia-wood-cross-spring-rider	1.00	1,200.00	20%	1,200.00
The installation of the above equipment	1.00	2,750.00	20%	2,750.00
Delivery of the above equipment to site	1.00	197.00	20%	197.00
Removal and legal disposal of in situ play equipment	1.00	750.00	20%	750.00
Optional Grass Matting- This is not essential as the critical fall height is below 1.5m. Please see link https://www.rospa.com/play-safety/advice/grass for more information	1.00	2,650.00	20%	2,650.00
Discount for local council (CM approved)	1.00	(500.00)		(500.00)
			Subtotal	13,999.00

Company Registration No: 11509265. Registered Office: 4 King Square, BRIDGWATER, Somerset, TA6 3YF, GBR

Description	Quantity	Unit Price	VAT	Amount GBP
			Total VAT 20%	2,899.80
			Amount Due GBP	16,898.80





Option 2:

DRAFT QUOTE

West Monkton Parish Council

Bridgwater Road
Bathpool
Taunton
Somerset
TA2 8FT
GBR

Date
07 Mar 2023

Quote Number
QU-0468

Reference
Play Area Option 2

Expiry
14 Mar 2023

Morti Sport & Play Limited

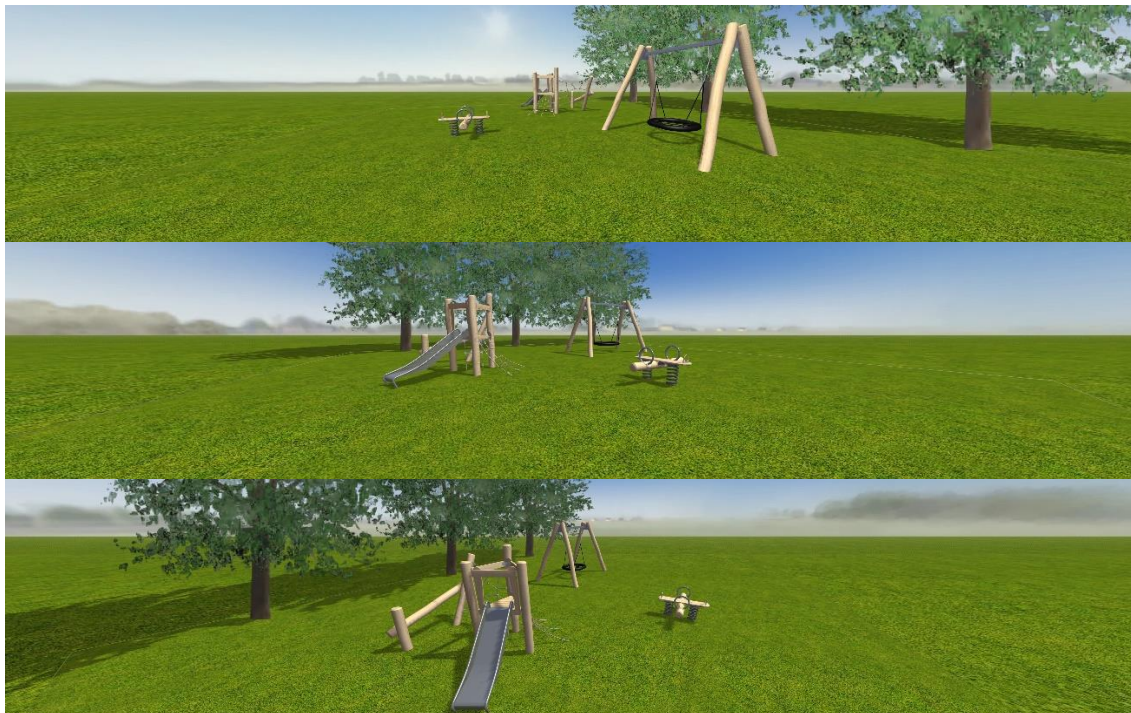
4 King Square
BRIDGWATER
Somerset
TA6 3YF
GBR

VAT Number
304 7259 15

Description	Quantity	Unit Price	VAT	Amount GBP
Wooden Slide & Playnet structure https://www.mortisportandplay.co.uk/equipment/wooden-slide-playnet-structure-2	1.00	6,156.00	20%	6,156.00
Robinia Swing https://www.mortisportandplay.co.uk/equipment/basket-swing	1.00	2,200.00	20%	2,200.00
Robinia Seesaw Springer for 4 https://www.mortisportandplay.co.uk/equipment/robinia-wood-cross-spring-rider	1.00	1,200.00	20%	1,200.00
The installation of the above equipment	1.00	3,200.00	20%	3,200.00
Delivery of the above equipment to site	1.00	197.00	20%	197.00
Removal and legal disposal of in situ play equipment	1.00	750.00	20%	750.00
Optional Grass Matting- This is not essential as the critical fall height is below 1.5m. Please see link https://www.rspa.com/play-safety/advice/grass for more information	1.00	2,650.00	20%	2,650.00
Discount for local council (CM approved)	1.00	(500.00)		(500.00)

Company Registration No: 11509265. Registered Office: 4 King Square, BRIDGWATER, Somerset, TA6 3YF, GBR

Description	Quantity	Unit Price	VAT	Amount GBP
Subtotal				15,853.00
Total VAT 20%				3,270.60
Amount Due GBP				19,123.60



Darren's Den quotation the preferred option, it was agreed to request a diagram of the proposal prior to approval of the quote.

- Mower Service Quotes

Bridgwater Mowers
£180.00 + VAT plus £20.00 for collection and delivery

Hunt Forrest Group
£420.60 +VAT

Accept quote from Bridgwater Mowers.
Proposed by Cllr Elliston, seconded by Cllr Gage and agreed with all in favour.

- Petrol Lawnmower (For Country Park and Community Garden)(CIL Expenditure)
Atco Classic 20S 3-in-1 Self-Propelled Petrol Lawnmower
51cm cutting width
60 litre collection capacity

Mow Direct: <https://www.mowdirect.co.uk/atco-classic-20s-166cc-51cm-3-in-1-self-propelled-petrol-lawnmower.html> £419.00

Acto: <https://www.atco.co.uk/210536047-mc-classic-20s.html> £478.00

Accept quote from Mow Direct
Proposed by Cllr Besley, seconded by Cllr Tully and agreed with all in favour.

- Kings Coronation
Happy Cups
500 cups – £510.00 + VAT (same price for one colour or two colour)

Quote accepted, subject to grant money being achieved, proposed by Cllr Ellis, seconded by Cllr Hall and agreed with all in favour.

- DLO Grass Cutting and Dog Bin Emptying:

Description	Cost
Dog bin emptying x 7, once a week (£7.33 per empty)	£2668.12
Grass cutting – Cherry Grove crossroads x 9	£3852.09
Visibility splay at Dosters Lane x 1 (April)	£342.41
Grass cutting – Monkton Heathfield Road including entrance to footpath to Yallands Hill x 1 (April) x 6 (£171.20 per cut)	£171.20 £1027.20
Grass cutting – front of West Monkton Primary School / BACH Building and the verge in front of the railings x 6 (£214.00 per cut)	£1284.00
Total	£8317.82 + VAT = £9981.38 (Budgeted £12,100) £5321.73 + VAT = £6386.08

Subject to the amendments identified above, the quote was approved. Proposed by Cllr Elliston, seconded by Cllr Besley and agreed with all in favour.

- Generator for Community Events and Emergency Planning
6.87 kVA Portable Petrol Generator | ParkerBrand
£379.99

https://www.generators-direct.co.uk/product/hyundai-dhy6000se-diesel-generator/?qclid=EAIaIQobChMI3sbVzKjb_QIVV4BQBh3NSAxMEAQYBiABEgLiHfD_BwE
£1399.00

https://www.generators-direct.co.uk/product/ford-fg9250e-q-series-electric-start-petrol-generator/?qclid=EAIaIQobChMI3sbVzKjb_QIVV4BQBh3NSAxMEAQYAiABEgIJZ_D_BwE
£799.95

It was agreed that Cllr Haskins would investigate generator options and the approval of the quotation would be delayed until the next meeting.

- Kings Coronation Expenditure.

Clerk confirmed that the outcome of the grant application is yet to be confirmed. Due to the Coronation event only being weeks away it was resolved to delegate the expenditure of the Grant, if it is received, to the Clerk and Assistant Clerk to expediate the required expenditure of it to deliver the Coronation Event. Clerk and Assistant Clerk to ensure best value in all expenditure. Proposed by Cllr Tully, seconded by Cllr Hall and agreed with all in favour.

- Refurb of St Quintins play area agreed and scheduled to be done by DLO this financial year. Progress update requested.
- Refurb of Meadway play area will be part of SWT scheduled maintenance this financial year. No cost to PC. Progress update requested.

- Insulate roof at Village Hall, under discussion, waiting for further info and description of grant chasing efforts from Village Hall Management committee. Info sent, with link to site, to VH committee from Rural Grants Directory section on Village Halls..

- Environmental

ADOPTED - REDACTED

Quote for Farriers Green ramp by DLO accepted, but M Davies no longer in role at SWT so may be a delay. Progress update requested.

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	£12.64
PSDF	£231.30

Payments

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
To authorise payment of:						
A Pritchard litter picking	xx.xx	No vat	xx.xx	d-d	Salaries and expenses	Wages pd into pension, see below
Employee pension contributions	128.94	No vat	128.94	d-d	Salaries and expenses	Pension contributions
Employer contributions	96.70	No vat	96.70	d-d	Salaries and expenses	Pension contributions
A Shepherd Clerks salary SCP31	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Clerk's Salary
K Welsh assistant clerk-community salary SCP 27	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Assistant Clerk Community Salary
HMRC Tax and NI Contributions	1215.23	No vat	1215.23	bacs	Salaries and expenses	Tax and NI Contributions
A Shepherd homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Homeworkers allowance
K Welsh homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Homeworkers allowance
S Rolls Lengthsman services	221.25	No vat	221.25	bacs	Environmental and Open Spaces	Lengthsman Services
Business all about you Climate Initiative PR WMPC 26	175.00	No vat	175.00	bacs	Environmental and Open Spaces	Environmental / Community
Business all about you expenses (Birdwatch Competition prizes)	27.96	No vat	27.96	Bacs	Environmental and Open Spaces	Environmental / Community
Business all about you expenses (Hi Vis Jackets)	760.99	73.00	833.99	Bacs	Community Infrastructure Levy	CIL Expenditure
QSSIT regular maintenance / monthly sub	25.40	5.08	30.48	bacs	IT and Communications	IT
QSSIT Technician Support	30.25	6.05	36.30	Bacs	IT and Communication	IT
Expenses claim A Shepherd (Travel)	33.60	No vat	33.60	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim K Welsh (Travel)	118.80	No vat	118.80	Bacs	Salary and expenses	Clerk's Expenses
Mowgate Limited (Ditching Works)	82.50	16.50	99.00	Bacs	Environmental and Open Spaces	Environmental
Expenses Claim P Elliston (Community Garden)	73.60	14.72	88.32	Bacs	Community Infrastructure Levy	CIL Expenditure

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Heathfield Window Cleaning Services (Cleaning bus shelters and parish signs)	185.00	No vat	185.00	Bacs	Environmental and Open Spaces	Environmental
Water 2 Business (Water rates – Allotments)	40.70	No vat	40.70	Bacs	Allotments	Allotment Hire
Expenses claim A Shepherd (BACH Cleaning Supplies and Community Café sundries)	16.50 5.00	No vat No vat	16.50 5.00	Bacs Bacs	BACH BACH	Cleaning Supplies Community Events / Initiatives
Expense claim A Shepherd (Event Banners)	93.89	18.78	112.67	Bacs	Community Infrastructure Levy	CIL Expenditure
Expense claim A Shepherd (Kings Coronation Screen Deposit)	136.10	No vat	136.10	Bacs	Youth and Community	Youth and Community
To note payment of:						
<u>Direct Debit</u>						
Invoice Tailored Auto Enrolment 9293 28/2/2023 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Workplace Pension Management
Invoice SWS 111881 2/3/2023 maintain gsuite	59.80	11.96	71.76	DD PAID	IT and Communications	Communications
Invoice SWS 111838 web-lite hosting (MM) and standard mailbox 20/2/2023	23.00	4.60	27.60	DD PAID	IT and Communications	Communications
<u>By BACS</u>						
Tor Luxury Toilet Hire Limited (Toilet hire for community events)	161.25	32.25	193.60	Bacs Paid	Country Park	Country Park
Jaydee Living Limited (Litter bins for Cricket Ground)	368.90	73.78	442.68	Bacs Paid	Community Infrastructure Levy	CIL Expenditure
Sophie Glenn (Allotment Refund)	30.00	No vat	30.00	Bacs Paid	Allotments	Allotment Hire

Any other invoices received before the next meeting will be added. Payments by bacs wherever possible.

Resolution: to authorise payments and note payments made during the month described above:

Proposed by Cllr Hall, seconded by Cllr Ellis and agreed with all in favour.

Transfer between accounts

None

b) Budgeting Report (incorporating BACH Accounts)

The budgeting report for the accounts to the 28th February were circulated in advance of the meeting and noted.

408/22 Annual Report 2023 Approval

It was resolved to approve the 2023 Annual Report, proposed by Cllr Hall, seconded by Cllr Gage and agreed with all in favour. Clerk to publish the annual report and share for inclusion in the next Village News edition.

409/22 Other matters for report only – items for discussion - no decision

a) Items for next meeting agenda - by Monday 20th February 2023 or Monday 6th March 2023

Noted

Cllr Gage asked if horse manure was needed for the Community Garden. Cllr Elliston confirmed that it was not required this year. Cllr Besley suggested that the Parish Council needs to consider doing something more radical regarding the MH2 plans if, when they are presented. the Parish Council aren't happy with what is being proposed.

Cllr Tully asked if a TV licence is required for screening the Coronation. Assistant Clerk Community confirmed that she has raised the query with the screen company and a response is awaited.

Cllr Haskins asked if a street party is planned on The Street for the Coronation and warned that the process for street closures can take up to 8 weeks.

Cllr Elliston reported that he may need to give his apologies for the next meeting.

410/22 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2023: 11th Apr, 9th May, 13th Jun, 11th Jul, 8th Aug, 12th Sep, 10th Oct, 14th Nov, 12th Dec

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

2023: 28th Mar, 25th Apr, 23rd May, 27th Jun, 25th Jul, 26th Sep, 24th Oct, 28th Nov.

Audit Working Party: 28th April 2023 at 9.30am

Annual Parish Meeting: 21st March 2023 at 7pm

BACH committee 25th May 2023 at 7pm

Budget and Precept: TBC November 2023

Meeting finished at 9.40pm



Signed Chairman:

Date: 28th March 2023