



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 24th October 2023 at 7.00pm.

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

In attendance: Mrs A Shepherd, Clerk, Mrs K Welsh, Assistant Clerk Community, Mrs Bethan Turner, Business All About You.

147/23 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllrs Gage and Besley.

148/23 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.

149/23 To adopt the minutes of the Parish Council meeting on 10th October 2023

The minutes from the Meeting of the Parish Council on 10th October, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 10th September, proposed by Cllr Hall, seconded by Cllr Cavill and agreed by show of hands, Cllr Ellis abstained due to not being present at the 10th October PC meeting.

150/23 Chairman's Parish Asset Report

Cllr Haskins reported on the following:

- Most of the graffiti has been removed from bus shelters / bins / other structures. A young person was found to be responsible for some of the graffiti and they have painted over the fence near the primary school. Assistant Clerk Community to add an item to Monkton Matters reporting the efforts that have taken place to remove the graffiti.
- A lot of debris has been washed from verges into roads following the recent heavy rainfall. There is a need for Somerset Council to do road sweeping.
- The boxes for the marquee poles are being made, once they are completed the pole boxes will be stored in the storage container.
- Meeting with Kevin Perry, Bathpool Flood Warden on Thursday to take a look at the Old River Tone in preparation for a meeting with the Environment Agency.

Public Question Time

There were no members of the public present at the meeting.

Cllr Cavill reported on the following:

Acacia Gardens double yellow lines extension – Traffic Management are coming out to take a look at the proposal once the schools are back.

Dyers Lane lighting – if the PC would like additional street lights it will have to cover the cost. The drain at Dyers Lane has been cleared.

Farriers Green to School Road footpath / land – offers a safer route to school but is not being maintained. Somerset Council are looking into it, it isn't clear if the land has been transferred to education (and therefore education is responsible for maintenance) or if the land is still a Somerset Council asset. Answer expected before the next PC meeting.

Cllr Tully raised the bus stop at Milton Hill and how it is poorly lit. The road damage and sunken manhole covers from heavier use by traffic were also noted.

Clerk and Cllrs to report road damage at Milton Hill to Somerset Highways

Cllr Hall reported that the Poppy of Honour is being dedicated on 9th November and its permanent home will be confirmed as the Somerset Wood. Reed and Holland have agreed to design a permanent structure for the Poppy of Honour at no cost. The design can then be used to apply for grant funding.

Cllr Hope asked the details of the developer who built Canal View. Cllr Cavill confirmed that Strongvox were the builders. Cllr Hope raised the play area in Canal View and clarified whether the play area falls outside the MH1 POS and its management arrangements. It was confirmed that separate arrangements for the management of the Canal View play area exist. Cllr Hope suggested that the Management Company is asked if the play equipment is checked regularly as required.

Bethan Turner, Business All About You raised the noticeboard outside the Co-op, the locking mechanisms have been getting stuck. Assistant Clerk Community confirmed that Cllr Haskins has fixed the problem. Bethan agreed to go and tidy up the noticeboard now that access has been re-established.

151/23 Planning

a) To consider any planning applications (listed on Somerset Council website)

No notifications of planning applications received.

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

Noted

152/23 Sports Pitches; To consider quotations received for fencing around dog walking area and dual use bin

Cllr Hall reported that the gates to the dog walking area have been installed today by Tony Benger Landscaping and the sign providing information about the proposed future use of the land has been erected. Tony Benger Landscaping will now complete the rest of the fencing at the entrance to the Sports Pitch land on behalf of Persimmon. Item to be added to Monkton Matters to keep the public updated on progress and to encourage observation of boundaries and picking up dog mess.

A quotation for the fencing to contain the dog walkers was discussed. It was proposed by Cllr Cavill, seconded by Cllr Tully and agreed with all in favour to accept the quote provided by J Downs Contracting Limited to erect the fence.

It was agreed that a quotation will be submitted to Persimmon for clearance of the site of £550.00. A party of litter pickers to be available to clear the rubbish on site in approximately two weeks. Once the site is cleared ploughing can take place.

It was agreed that regular posts should be added to Monkton Matters providing an update on progress in respect of the delivery of the sports pitches.

It was also agreed that a similar monthly update on all the achievements of the PC should be added to Monkton Matters.

The contractor who will be carrying out the ground works, drainage and seeding for the pitches is expected to commence work in April.

A quote has been obtained for all the other ground works required. It was noted that planning permission would need to be obtained prior to commencing the other ground works. It was also noted that the hedge next to the ditch needed to be cut back to avoid the need to cut into the bank to install the Wessex water access track. Glen Warren has quoted £50.00 per hour to cut the hedge.

It was agreed that the specification for the other ground works would be sent to alternative contractors to obtain quotes including Beau Tar and RW Gale.

It was noted that a quote for the fencing along the Parish Council ownership boundary of the site was needed.

Clerk to make contact with the Carden Group about the land adjacent to the sports pitches and register the PCs interest with GTH.

The reimbursement of Cllr Gage's expenses including the purchase of a gate and posts for the sports pitches was approved.

153/23 MH Developments

a) MH2 Update; Feedback from MH2 Teams Meeting on 20th October.

Cllr Haskins reported that the MH2 Teams Meeting was cancelled. Clerk confirmed that a face-to-face meeting will instead take place on either 1st or 8th November at 6/6.30pm. Clerk to confirm details as soon as possible.

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Cllr Haskins reported that Cllr Besley has arranged to meet with Rebecca Pow MP on Friday 27th October at 3.15pm to discuss the MH2 Highways Proposals. CSM PC have been invited. An agenda and notes to keep the meeting structured and focused will be prepared. Cllrs Cavill, Hall, Besley and Haskins and the Clerk to be in attendance only. Feedback from the meeting will be reported to the PC at its next meeting.

The National Highways comments in respect of the proposals were discussed. Clerk confirmed that she has sent an email to National Highways requesting some clarity about the submitted comments and upon which plans of the proposal they are based.

b) MH1 Update; POS / Sports Pitch transfer update. Discuss Managing Agents. S104 Agreement Execution.

Clerk confirmed that the MH1 Public Meeting is taking place on Monday 30th October from 3pm until 7pm at the BACH. Slides have been prepared for the meeting.

Clerk reported that Persimmon have confirmed that there has been a delay in receiving quotations and placing orders in respect of the play equipment remedials. Persimmon have asked if the PC would accept an undertaking from the Developers to complete the required works in the play areas to avoid a delay in the transfer of the POS. A discussion followed. The PC agreed its preference for the undertaking to include a financial penalty or bond if the work isn't completed by a certain date or agreement from Persimmon that they will replace the equipment rather than repair it. Clerk to prepare the cost of replacing the equipment with better quality equipment to discuss with the developers prior to the public meeting on Monday.

It was noted that Persimmon have agreed to undertake a tree survey of all the older trees in the public open space in MH1.

Clerk raised the Managing Agents for the MH1 Management Company. Alternative Managing Agents have been contacted but none have expressed an interest. It was agreed to engage Blenheims to act as the Managing Agents for the Management Company for the first year. Proposed by Cllr Hope, seconded by Cllr Hall and agreed with all in favour.

Clerk to make contact with Blenheims and request a list of FAQs in preparation for the public meeting on Monday.

Clerk outlined the required S104 agreement execution. The agreement relates to the Wessex Water adoption of infrastructure which includes the apparatus that falls in the Drainage Easement Strip on sports pitches. As the land belongs to the Parish Council it must also execute the agreement. The agreement will need to be signed by two Councillors in the presence of the Clerk as specified in the Standing Orders. It was proposed by Cllr Cavill, seconded by Cllr Ellis and agreed with all in favour that Cllrs Haskins and Hall sign the Deed on behalf of the Parish Council in the presence of the Clerk.

The Somerset Council Monitoring Fee in respect of the MH1 POS DoV and Transfer was discussed. Clerk to email Somerset Council and copy in Cllr Cavill questioning the fee.

c) Hartnells Farm Development Update

Cllr Hall reported that the play area equipment is being installed at Hartnells. Clerk to circulate pictures of the equipment that has been installed.

Cllr Haskins and Clerk reported that Persimmon have advised that there is no safe way of delivering the crossing point that was proposed on Monkton Heathfield between Greenway and the Milton Hill turning. Cllr Cavill to follow up with Somerset Council.

154/23 Highways Update

In Cllr Besley's absence there was no further Highways Update.

155/23 Community

a) Update;

Assistant Clerk Community reported the following:

Café – Continuing to be busy with school children, parents, knit and crocheters and community garden volunteers. We had a fire alarm with the school on the 12th October and we all followed protocol and gathered in the car park, checking all rooms before we left.

Knit and Crochet Group – Pulling together garlands and wreaths to decorate noticeboards and to display wreaths at Tacchi Morris, West Monkton Village Hall and the BACH until the remembrance service on the 10th November.

Loss and Bereavement Group – No one turned up for the October group, however we did not advertise and now we have Vicar Jim Cox on board for November, bereavement group is going to be relaunched across all social media platforms and noticeboards.

Stay and Play Group – Attendance still good on both days. We have our one-year anniversary on the 16th November.

Baby Bluebirds Theatre Company who has been given funding to run workshops and 5-week courses to help parents to up skill and to support their children with maths homework through fun music/arts activities came and spoke to parents about the courses and also initiated some singing at sessions. Workshops after half term will be delivered possibly at Stay and Play on a Wednesday as the committee room is available. Final details to be organised.

Litter Pickers – Our group of litter pickers continue to keep our parish tidy and have used the stickers across the parish to tackle dog mess and littering. We have also ordered some Hi-Viz vests for our volunteers as current vests have 'school' on them.

School Council – I have contacted Helen Newstead, Headteacher at West Monkton Primary School to inform her that I have not received an email to organise restarting of school council meetings from link staff member. I am still attempting to make contact with staff at Heathfield Community School, Bethan is going into school on Tuesday 17/10/23 to give prizes for Bike Safety Competition and will look to get a contact for pupil participation at the school.

b) Community Events update; D-Day Event 6th June 2024

Assistant Clerk Community report on the following:

Community Quiz continues to be popular, both November and December quizzes now fully booked.

15/12/23 - Christmas Carol Singing Event at the BACH – I have emailed both Rev Jim Cox and Helen Newstead at West Monkton Primary School and Rev Jim has the 15th Dec in his diary at 3.30pm but I have not received a response yet from the school.

15/12/23 – Festive Volunteer Event – List of invitees was circulated and I have now a full list of those to be invited to this event. I will look to send the invite out before the end of the month, I have asked for replies by 30th November at the latest.

6/6/24 – 80th D-Day Celebration (3pm to 11pm) – Following a meeting with Alan I have contacted a number of providers for quotes for toilet blocks and marquee hire, stage hire, event paramedics, event lighting and a security company for overnight security for 3 nights. I have also contacted David Fothergill to see if he is available to compere, Thatchers Cider for bar, Military Wives for Choir, Singer for solo performance, Taunton Carnival Committee and Bus Company re: Park and Ride.

Cllr Hall reported that a further meeting with Jo Comer has been arranged on 14th November. Cllr Hall attended the Somerset Armed Forces Covenant meeting last week which was useful to get contacts. Costs and plans are being developed. The event adds to the need for the Yallands Hill crossing point.

c) Community Fridge update; Expansion and Grant Spend

Assistant Clerk Community reported that pick-ups are continuing from Coops, Aldi, Tesco, Lidl and M&S regularly with some intermittent pick-ups from Sainsbury and Asda. Upright freezer was delivered on 19/10/23 to the BACH and is located in the corridor until the new shed is built. Users of the fridge who particularly need support with food will be prioritized for frozen food. Cllr Haskins is developing drawings for the new Community Fridge shed, these will be shared at the next PC meeting.

d) Community Garden update

Assistant Clerk Community reported that she has met with Chris Scurlie and we have agreed to promote the garden meet each Wednesday over social media platforms as well as promote general jobs that need doing for any other days. Promoting of a well-being area is also taking place and have asked if anyone in the community would like to look at this and work with us to create a space within the garden. Picnic benches for the garden have been ordered and will be delivered this week.

Expenditure of the SALC Grant Money was discussed. It was agreed to proceed with the purchase of two A Boards at a cost of £49.95 each. Quotes received for machinery to maintain the garden including a self-propelled lawn mower, hedge cutter and strimmer were discussed. It was noted that the prices provided by Western Bolt were slightly higher but the Councillors expressed a preference to obtain the items from a local supplier. It was agreed that Cllr Haskins would liaise with Western Bolt to see if they can reduce their quotation by at least £50.00 and / or provide the required safety equipment. On that basis the purchase of the equipment from Western Bolt was agreed, proposed by Cllr Hope, seconded by Cllr Hall and all agreed by show of hands.

The reimbursement of Paul Elliston for the purchase of tools for the community garden was also agreed, proposed by Cllr Cavill, seconded by Cllr Tully and all agreed by show of hands.

It was agreed to delay the consideration of purchasing further tools for the garden until a shed within which to store them was in place.

e) Woodland Trust Free Trees Offer

The Woodlands Trust Free Trees Offer was discussed. It was agreed that an application for 200 trees would be made for planting on the sports pitch land. Clerk to liaise with Cllr Hall regarding the species of trees to apply for.

The NALC circular containing details of upcoming training was discussed. It was proposed by Cllr Tully, seconded by Cllr Ellis and agreed with all in favour that the Clerk and Assistant Clerk Community would attend the relevant courses on behalf of the Parish Council.

156/23 Country Park Update feedback from Joint Meeting with CFPC on 17th October. To consider quotations received for tarmac and wildflower meadow

The Joint PC Country Park Meeting on 17th October was discussed. A further meeting will take place on Monday 6th November at 7pm and will focus on the terms of the CP lease that need to be amended.

Cllr Hall reported that the steel work is being installed to protect the Wellingtonia trees, Jack Down is expected to install the chestnut fencing around the pond in the next week and that Reed and Holland are able to design the structure within which to house the Poppy of Honour for free. The structure will go behind the flagpoles at the entrance to the Somerset Wood. The structure will include the nine boards, one for each of the regiments in Somerset in WW1. Once a design is agreed, grants are available from the War Memorial Trust to build the structure.

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A quote received from RW Gale to surface the track into the Country Park from Maidenbrook Lane was outlined. It was proposed by Cllr Ellis, seconded by Cllr Cavill and agreed with all in favour to accept the quote. CIL funds will be used for the expenditure.

157/23 Multi-Agency Approach to Flooding Mitigation – feedback from meeting on 20th October

Cllr Hall and Haskins provided feedback on the meeting. Plans for the wider Hestercombe LCN area have now been provided by FWAG and these will be shared with the notes from the meeting.

The NFM funding programme requires an expression of interest to be submitted by 10th November. The expression of interest will be developed using the information already provided by FWAG.

Timescales for delivery of all the proposed measures are being developed.

158/23 To consider consultation response

a) Somerset Council Equality Objectives Consultation <https://somersetcouncil.citizenspace.com/communities/equality-objectives-2024-28/> (Closes 17th November 2023)

Somerset Council are consulting on a revised set of Equality Objectives to come into effect in April 2024. As the Council continues its work in becoming a single cohesive organisation through a process of transition and transformation, it has been agreed that the Council will initially deliver 3 Equality Objectives, plus an internal staff focused objective, for the period April 2024 to March 2026. The consultation includes 6 proposed objectives which respondents are asked to prioritise to help to identify the three to take forward. The consultation was completed by the Parish Council during the meeting.

159/23 Other matters for report only – items for discussion - no decision

a) Items for next meeting agenda – by Monday 6th November or Monday 29th November 2023

Noted

b) Dates to note over the next 14 days

The following meetings are scheduled over the coming weeks:

25th October – Sports Pitch Committee Meeting

27th October – Audit Working Party Meeting

30th October – MH1 Public Meeting

31st October – PCC Autumn Councillor Forum at Woolavington Village Hall

6th November – Joint CP Meeting

10th November – Remembrance Service at CP

14th November – PC meeting

Either 1st or 8th November – MH2 Meeting to be confirmed.

160/23 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2023: 14th Nov, 12th Dec

2024: 9th Jan, 13th Feb, 12th Mar, 9th Apr, 14th May, 11th Jun, 9th Jul, 13th Aug, 10th Sep, 8th Oct, 12th Nov, 10th Dec.

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

2023: 28th Nov

2024: 23rd Jan, 27th Feb, 23rd Apr, 28th May, 25th Jun, 23rd Jul, 24th Sep, 22nd Oct, 26th Nov.

Audit Working Party: 27th October at 9.30am

Annual Parish Meeting: 26th March 2024 at 7pm

BACH Committee 8th February 2024 at 7pm

Budget and Precept 21st November 2023

Sports Pitch Committee 25th October 2023 at 7pm

Meeting finished at 9.20pm



Signed Chairman:

Date: 14th November 2023

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