



West Monkton Parish Council

ADOPTED

Minutes of the Meeting of West Monkton Parish Council held on Tuesday 9th January 2024 at 7.00pm.

Present: Cllrs Cavill, Ellis, Gage, Hall, Haskins, Munson and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs K Welsh, Assistant Clerk Community, Mr K Perry, Bathpool Flood Warden, Cllr Mike Batsch, Cheddon Fitzpaine Parish Council and three members of the public.

212/23 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllrs Hope and Besley.

213/23 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.

214/23 To adopt the minutes of the Parish Council meeting on 12th December 2023

The minutes from the Meeting of the Parish Council on 12th December 2023, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 12th December, proposed by Cllr Hall, seconded by Cllr Munson and agreed by show of hands.

215/23 To note Clerk's report and Assistant Clerk (Community) report

Clerk's Report:

Parish Administration:

General Admin:

- New website launched.
- Away Day took place on 11th December, started to develop the PC Strategic Plan based on the discussions.
- Responded to Canal View Management Company requesting a schedule of when identified works will be carried out.
- Asked the Lengthsman to cut vegetation by litter bin by Bus Shelter near Merry Monk, clear protruding branch from hedge on School Road, remove end of cycle route sign on Milton Hill and clear debris from path along Milton Hill (near Farriers Green park).
- Drafted letter on behalf of Hestercombe LCN to MP re flooding issues.
- Reported flytipping at Langaller and on A38 near Walford Cross.
- Liaised with land agent re land for Bathpool pump / EA.

Finance / Payroll:

- Making payments / placing orders.
- Quotes requested for repair of bus shelters opposite Merry Monk and outside Primary School.
- Quotes obtained for Shed for Community Garden.
- Managing / inputting Accounts using Scribe.
- January payroll and finance reports and grant spend records.
- 2024/25 budget and precept amendments / enquiries.
- Approved Reserves Policy added to website.

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:

- SID placed on Monkton Heathfield Road near Richards Crescent junction on 15th December. Intention to keep it there for one month to enable a good baseline of traffic volume and speed to be obtained. Batteries are being replaced weekly.

- Reported drainage issue / large puddle at Milton Hill Bus Shelter near School.
- Reported potholes near Sidbrook Cross Roads.
- Reported road damage at Red Hill – report received from Somerset Council to say that the work is complete.

Country Park

- Met with CFPC Clerk and developed the Somerset Wood Joint Committee Terms of Reference for approval by both PCs.
- Discussed Somerset Wood Facebook page and crowdfunding with Bethan Turner and Assistant Clerk Community to determine the best time to launch and required communications.

Sports Pitches

- Pre-planning advice application completed and submitted – no fee.
- Requested Persimmon to remove the skip – they are following up with their Commercial Team.

MH1

- Update requested from Persimmon / Solicitors, S106 deed of variation progress with Somerset Council being checked.
- Requested title register information for the Managing Agent.
- ERR Hardys Road Roundabout sign raised with Persimmon – will be amended as part of ERR phase 2 works due to commence in the next few weeks.
- Metal bar in Central Park play area – raised with Persimmon who think it may be part of the play area fence.
- Persimmon have one quote for play area ROSPA remedials and are waiting for a comparative quote before placing an order.

MH2:

- Legal agreement meeting scheduled to take place on 15th January 2024 at CSM Village Hall.
- Public Meetings pencilled in to take place on Monday 22nd January at the BACH and either 24th or 25th January at CSM Village Hall.

Hartnells Development

- Submitted further comments in respect of phase 4 application. Response awaited.
- Reviewed locations of bins in development, obtained permission from Persimmon to site a dual waste bin, liaised with Somerset Council regarding the best location to enable emptying. Response awaited.

BACH:

- Invoices and accounts.
- Next BACH Committee Meeting scheduled to take place on Thursday 8th February 2024 at 7pm.

Meetings last month:

- 1st December – SLCC Branch Meeting / AGM
- 5th December – Agenda run through meeting
- 7th December – Crowdfunding Webinar
- 8th December – Annual Leave
- 11th December – Strategic Plan Away Day
- 11th December – Hestercombe LCN Meeting
- 12th December – Introduction to Local Council Award Scheme – NALC Event
- 12th December – Meeting with Cllr Mike Rigby re MH2 Highways Proposals
- 12th December – Parish Council Meeting
- 13th December – LGR Session
- 15th December – Carol Singing at BACH / Volunteer Festive Evening
- 18th – 19th December – Annual Leave
- 27th December – Annual Leave

Meetings this month:

- 1st January – Bank Holiday
- 2nd January – Agenda run through meeting
- 9th January – SRA Event
- 9th January – PC Meeting
- 10th January – LGR Session
- 10th January – Meeting with Bethan re 2024 Communications Programme
- 15th January – MH2 Legal Agreement Meeting
- 16th January – Agenda run through meeting
- 22nd January – MH2 Public Meeting (provisional)
- 23rd January – PC Meeting
- 26th January – Audit Working Party Meeting
- 26th January – Garden Town Advisory Board Meeting
- 31st January – How Local Councils Can Benefit from the Levelling Up Agenda – NALC Training Event

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 – increase in articles created by us the Parish Council in recent months.
- Updated Community Matters article and shared on Monkton Matters, Facebook and noticeboards
- Responded to enquiries/requests via Facebook and by email to those in the community.
- Regular trips to Bookers to restock for the community café/stay and play and for events
- Liaised with litter picking volunteers about issues around the parish and passed onto appropriate service or reported to council as needed
- Managing Allotment List
- Responding to messages on social media and raise in PC Meeting as necessary
- Research for Memorial Fund for Poppy of Honour
- Liaising with Monkton Wood about arrangements to meet young people weekly in the new year

Community Fridge

- Coordinating and managing volunteers, cleaning rotas and pickups.
- Keeping in touch with volunteers to keep them updated and involved.
- Responding to complaints and concerns about community fridge.
- Liaising with volunteers around food collections over the Christmas period

Community Cafe

- Running a weekly Community Café at the BACH. Opportunity to meeting with the public to share concerns and to socialise.
- Organising Knit/Crochet Group efforts for the Tree Festival at West Monkton Church – our tree won first prize!
- Meeting place for potential and existing volunteers to support, recruit and get feedback about the volunteering.
- Promote community events
- Village Agent visit to the Stay and Play and Community Café on 6/12/23
- Run 'Repair Café' on third Wednesday of each month
- Supported Rev Jim Cox at the Bereavement group on the 6/12/23

Community Garden

- Community Garden group meet regularly at the BACH
- Sourcing sheds for Councillors to discuss and decide upon.
- Update A boards with wellbeing message and jobs need doing at the garden
- Organised visit from the Community Service Team on the 17th December.
- Promoting weekly meet at the Community Garden through Bethan, listing basic jobs that need doing regularly.

Community Events

- Liaising with Bethan Turner for promotion of Events
- Planning and organising for Christmas Events on 15th December at the BACH – Carol Singing from 3.30pm and Volunteer Buffet Evening Event.
- Created invite and invited all volunteers, to the Volunteer Event on the 15/12/23 – keeping log of dietary requirements
- Prepare and organise quiz night 13/12/23
- Organised hymn sheet for Carol Event
- Liaising with Jim Cox for Carol Singing Event and Loss and Bereavement Group

Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with a number of clients via the village agent in the community.
- Dealing with queries and concerns from volunteers as they arise

Meetings, Events and Groups

1/12/23 SLCC Branch Meeting and Meal – Weston Super Mare

6/12/23 Loss and Bereavement Group at the BACH

6/12/23 Village Agent Visit to the Community Café and Stay and Play

8/12/23 Meeting with Sandy from Knit and Crochet Group to set up tree at West Monkton Church

11/12/23 Away Day at Hestercombe

11/12/23 LCN Meeting at the BACH

12/12/23 WMPC Meeting at the BACH

13/12/23 Santa Visit to Stay and Play

13/12/23 Community Christmas Quiz at the Tacchi Morris

14/12/23 Santa Visit to Stay and Play
15/12/23 Winning Strategies for the Funding Game Webinar
15/12/23 Carol Singing and Hot Chocolate at the BACH with Rev Jim Cox
15/12/23 Volunteer Christmas Event at the BACH
19/12/23 Tidy and Sort storage at the BACH
20/12/23 Repair Café at the Community Café

216/23 Somerset Council Report

Cllr Cavill reported on the following:

Council's Financial Position: As part of the Local Government Finance Settlement, the Government announced a 6.1% increase in Core Spending Power for Somerset Council. The provisional settlement is less than being forecast mainly due to reductions in Service Grant and New Homes Bonus but partially offset by a higher than forecast increase in Social Care Grant. In November, Somerset Council's Executive declared a financial emergency with a projected budget gap of £100m for 2024/25. The Council is currently inviting the public to have their say on finances and council services. The consultation is open to everyone and can be found at www.somersetcouncil.citizenspace.com/comms/budget-consultation-2024-2025/ or can be completed in libraries across Somerset. The consultation closes on 22 January.

Executive Papers on the financial position and proposed savings for 2024/25 has been published. The papers report that the £108m overspend can be reduced to £37.9m and report the intention to put forward a capitalisation request to government and increase Council Tax by an additional 5%. The paper outlines proposed savings which include a substantial number of staff redundancies. The Section 151 Officer needs to convince government that what is being proposed is achievable. If that can be done a S114 notice will be avoided.

End of Charges for DIY Waste: Following a recent change of Government legislation current charges for disposing of construction and demolition materials including: asbestos, plasterboard, hardcore and rubble from household DIY projects have been removed. Each calendar month every household will be able to take up to eight, 50 litre sacks (or equivalent 2m sheets of asbestos or plasterboard) free of charge to a recycling site over a maximum of four visits in a month. Households will need to pre-book trips to dispose of this DIY waste, telling the council the amount of material they are disposing (up to 8x50 litre sacks per month) and the number of times they will need to visit (up to four visits per month). Disposal of asbestos, plasterboard or hardcore/rubble in excess of the free allowance can be paid for online.

Changes to waste collection days: Somerset Council recycling and rubbish collection days change for more than 120,000 households in western parts of the county in February. New collection routes are being introduced for homes in the former Sedgemoor and Somerset West and Taunton areas, as well as a small part of South Somerset. This means many homes in these areas will have a change in collection days from the week beginning Monday 12 February 2024. Changes will be made for the rest of the county later in the year. If a household's collection days are changing, they will receive a letter in early January making this clear. This will be followed by a service guide – including a collection day calendar – arriving near the end of January.

Phosphate Mitigation: The Government has awarded Somerset Council £9.6m of funding to deliver phosphate mitigation measures which will unlock the delivery of new homes across the area and provide for long term nature recovery. The funding will be used to expand the Council's existing phosphate credit scheme and deliver both interim and long-term phosphate mitigation measures including the use of new energy efficient water processing technology trialled at the Fivehead Wastewater Treatment Works near Taunton earlier this year.

The Range: A Taunton superstore has been fined £960,000, reduced to £640,000 for an early guilty plea, for food hygiene offences following a successful prosecution by Somerset Council. Guilty pleas were entered by CDS (Superstores International) Ltd, operating as The Range Home and Leisure at Hankridge, Taunton, for seven food hygiene offences in September 2023. An Emergency Hygiene Prohibition Notice was served in August 2022 to prohibit the business selling food for human consumption. During monitoring visits made to the premises, it was found that food was being sold in contravention to the Order which could have caused an imminent risk to health.

School Appeals Panel Members: Somerset Council is looking for new volunteers to become Independent Panel Members for School Appeals. Independent Panels hear and decide on admission, exclusion and transport issues for maintained schools and Academy schools in Somerset. A panel meets when a parent or school lodges an appeal against a decision related to a child's education. These panels are independent of Somerset Council and the governing bodies of the school. The Panels meet online so there is no need to travel, and applications are welcome from across Somerset. No qualifications are needed and full training is provided. For more information, and to apply, please visit www.assemblevolunteers.somerset.gov.uk/opportunities/50638-independent-school-appeals-panels-member-2023-07-17 or email neil.milne@somerset.gov.uk

The following questions were asked of Cllr Fothergill:

Cllr Gage requested clarity about charges at recycling centres.

Cllr Haskins raised the flytipping issue and the need for a solution. If recycling centres are closing or hours of operation are reduced an increase in flytipping will be experienced.

217/23 Hestercombe Local Community Network Update

Cllr Haskins reported that the minutes from the last meeting have been circulated. Dredging of rivers was raised at the meeting and it was indicated that dredging is not taking place. Cllr Haskins reported that he attended a virtual Somerset Rivers Authority meeting during which it was confirmed that dredging is taking place.

Cllr Haskins reported that he will be attending other LCN meetings in his new role with SALC.

The next Hestercombe LCN meeting is scheduled to take place on 21st February at 7pm; venue to be confirmed.

Clerk reported that a request for a list of groups / youth provision in the area has been requested. Assistant Clerk Community to add a post to Monkton Matters requesting information about groups to compile a list.

218/23 Somerset Council Financial Position.

An update in respect of the financial position of Somerset Council was provided as part of the Somerset Council report. Clerk confirmed that a response to the email to Somerset Council about possible assets and service devolution that the Parish Council would like to discuss further had not been received. It was noted that no further action was required until a response is received.

Public Question Time

A member of the public raised fly tipping on the ERR. Clerk confirmed that the matter had been reported to Persimmon who are responsible for clearing it.

A member of the public requested an update in respect of the MH1 public open space. Cllr Haskins provided an update.

A member of the public asked if a bus gate is proposed as part of the MH2 proposed development. Cllr Haskins provided an update in respect of the MH2 planning application and the engagement that the Parish Council has had with the Developer regarding the highways proposals. It was noted that feedback hasn't been provided following the meeting with Cllr Mike Rigby in December.

Clerk to chase.

Cllr Haskins reported that he attended a Somerset Rivers Authority meeting last night and the issues being experienced with flood risk in Bathpool were discussed. Cllr Haskins reported that funding is available from the SRA if required to support the proposed flood alleviation measures.

Cllr Haskins raised the email received regarding Levelling Up funding being used to support improvements proposed at West Monkton Church. Clerk confirmed that she is scheduled to attend a webinar on levelling up at the end of the month. Clerk to respond and schedule a meeting for early February.

219/23 Planning

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

48/23/0048: Application for Outline Planning with all matters reserved, except for access, for the erection of 1 No. dwelling in the garden to the rear of Penlea, 47 Greenway, Monkton Heathfield.

Cllr Gage declared a personal interest in respect of the application.

The Parish Council supports the granting of permission and made the following comments in respect of the application:

- To comply with the WM & CF Neighbourhood Plan policies, measures for rainwater capture should be included and any lighting should be downlit and LED.
- The proposal should incorporate bird and bat boxes and bee bricks.
- Due to the combined sewer for Greenway being overloaded, rainwater harvesting should be included in the reserved matters application.
- The Parish Council encourages the applicant to include solar panels in the reserved matters application.

08/19/0035: Outline Planning Application with all matters reserved, except for means of access, for the erection of up to 112 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point off Cheddon Road, Taunton (resubmission of 08/17/0040)

The Parish Council objects to the granting of permission for the following reasons:

- There is no reference to the CFPC & WMPC Neighbourhood Plan which is applicable to this location.

- The proposed development would cause a significant increase in vehicle movements onto Cheddon Road; the vehicles heading to / from the development from / to Bridgwater could run past Cheddon Fitzpaine Primary School, through Goosenford, on Greenway and on Monkton Heathfield Road or use Maidenbrook Lane. A Speed Indicator Device (SID) was recently deployed in Goosenford. The SID was in place from 25th May until 19th June 2023, during this period of 3.5 weeks, 26906 vehicles travelled on this road. The road is a quiet country lane which cannot accommodate any further increase in traffic volume. Speeding on this road is also an issue with 26% of vehicles heading towards Cheddon Fitzpaine travelling above the 30mph speed limit and 18% of vehicles heading towards Monkton Heathfield travelling above the 30mph speed limit. The increased vehicle movements could compromise the safety of pedestrians, cyclists and horse riders who regularly use this stretch of road.

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

220/23 Country Park

Cllr Hall reported that there had been further vandalism at the Country Park from people using scramble bikes. The incident has been reported to the local Police Team who are going to carry out more regular patrols.

Cllr Hall reported that he had made contact with CCTV companies to see what is possible at the Park.

Cllr Hall also reported that write ups for signboards confirming the rules of the park are being developed.

Quotes for the poppy of honour memorial are being obtained and quotes for a for small car park and fencing are also being obtained.

Cllr Batsch was in attendance at the meeting representing Cheddon Fitzpaine Parish Council provided an update of discussions at the Cheddon Fitzpaine Parish Council Meeting including its discussion of the Poppy of Honour Memorial Planning Application. Cllr Batsch reported that the Parish Council is making comments in respect of the application but not supporting or objecting to the granting of permission.

a) To discuss purchase of land from Somerset Council (R)

Cllr Cavill reported that he had approached a land agent to ascertain a value of the land. The land agent has a conflict of interest. Further discussions need to take place with a land agent to establish a value.

b) Somerset Wood Joint Committee; Approval to establish Committee, agree membership and Terms of Reference (R)

Clerk provided a summary of the proposed Terms of Reference for the Somerset Wood Joint Committee and the proposed amendments by Cheddon Fitzpaine Parish Council.

It was resolved to establish the Somerset Wood Joint Committee and approve the terms of reference for the Committee. Proposed by Cllr Cavill, seconded by Cllr Munson and agreed with all in favour.

The approved Terms of Reference are as follows:

**Cheddon Fitzpaine Parish Council and West Monkton Parish Council
Somerset Wood Joint Committee
Terms of Reference**

Reporting to:

Cheddon Fitzpaine Parish Council (CFPC) and West Monkton Parish Council (WMPC).

Purpose of Committee and Delegated Authority:

- To oversee the delivery of the Somerset Wood on behalf of CFPC and WMPC.
- To maintain an oversight of fundraising and partner contributions received for the Somerset Wood.
- To incur expenditure on behalf of CFPC and WMPC of funds accrued from fundraising and partner contributions on the Somerset Wood; including but not limited to delivery of the Poppy of Honour Memorial, landscaping, land acquisition and tree planting.
- The WMPC Clerk, in conjunction and consultation with Chairman of the Committee, may make payments of below £500 if there is an urgent need to do so prior to a meeting of a Committee. All other expenditure must be authorised by the Committee.

Meetings:

Meetings to be scheduled on a monthly basis.

Membership:

To comprise three from each Parish Council to be provided by each Council and the Clerk of each Parish Council.

Quorum:

The quorum of the Committee shall comprise of three. Of those three, there must be at least one Committee Member from each Parish Council.

Chairman:

At the first meeting of the Committee, the Committee shall before proceeding to further business, elect a Chair. Election of Chair to take place annually thereafter at the first meeting of the Committee after Annual Parish Council Meetings.

Voting:

Only Councillors of the Committee may vote.

Public Participation:

Meetings will be open to the public.

General:

- Each Parish Council to review purpose, delegation and membership of the Committee at their Annual Parish Council Meeting each May.
- All Committees of the Parish Councils shall function and operate in accordance with their Standing Orders.

Clerk to liaise with Cheddon Fitzpaine Parish Council Clerk regarding arranging a date for the first meeting.

Clerk reported that she had contacted an Officer at Somerset Council regarding releasing the money held by Somerset Council for the Somerset Wood. A response is awaited.

A Facebook page for the Somerset Wood has been developed and a meeting is scheduled to take place on Thursday 11th January to discuss fundraising with the Poppy of Honour Committee.

221/23 MH1 Update; POS transfer update.

Clerk reported that an update had been requested from Persimmon on progress. Persimmon are also checking progress with the S106 deed of variation with Somerset Council.

222/23 Sports Pitches update

Cllr Hall reported that he is chasing the schedule of works for the drainage works and is in contact with Surveyors to obtain a quote for setting out the whole area.

Cllr Hall also reported that he is chasing the fencing contractor to install the last gate on the dog walking area.

Quotes for the tracks have been received from RW Gale but it was noted that this element is subject to planning permission being obtained. The pre-planning advice application was submitted before Christmas.

The padlocks on the gate were discussed. Cllr Hall and Haskins to meet on site to review.

223/23 MH2 Update

Clerk reported that an update had been received from the Developers Consultant confirmed that the new plans are expected to be submitted in the next week or two. Clerk reported that both CSM PC and WMPC had dates for public meetings on hold in January but alternative dates would be arranged in February instead.

224/23 Permanent pump at Bathpool; update

Clerk reported that contact had been made with the agent acting for landowner. The landowner is agreeable to selling the land required for the installation of the pump and access. The agent has requested a plan of the proposed land to be acquired by the PC. A plan, that has been agreed by the EA has been sent. It is hoped that negotiations can now take place. Item to be added to the agenda for the next PC meeting to provide an update.

225/23 Reports, including recent developments, matters to consider and decisions to be made:**a) Bathpool Flood Warden: Mr Kevin Perry**

Mr Perry reported on the following:

High levels of rainfall were experienced in both November and early December. Bathpool was recorded as having 305mm more rain in 2023 than 2022 and the hills that have watercourses that drain into the Old River Tone had 520mm more rain in 2023 than 2022.

Since the last meeting following rainfall at the end of December the Tone catchment went on flood alert, the relief pump was used on 28th December for one day. By the end of December, the pump had been in use for 75 hours during December and 3.5 days in November demonstrating a need for a permanent pump.

On 1st January the catchment went on flood alert again and the pump was switched on. Sewer discharges were experienced for at least 23 hours.

Mr Perry noted that when Old River Tone levels rose at the end of December / January the pump was switched on earlier than it was in November. As a result the Old River Tone did not reach the same levels and although it did breach its banks it only flooded gardens and not properties.

The sewer discharges have been reported to Wessex Water again. Residents in Acacia Gardens have been told that Wessex Water intend to put non return valves into the sewers but also that Wessex Water do not see the issue as a long term one. Clerk to chase Wessex Water again for confirmation of their plans for the area.

Mr Perry also reported that a highway drain is not working properly at Bus Stop in Bathpool and water is running down the drive of a property on Bridgwater Road – this issue has been reported to SC Highways.

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

Footpaths

Cllr Gage had nothing to report.

BACH

Cllr Gage had nothing to report.

Highways

Cllr Haskins reported that water is running down Gotton Lane during rainfall due to a blocked culvert at the rear of the nursing home, there is also a bridge going into a field, the bridge is blocked and water is running over the top of it and then back into the stream. A discussion followed about the need for gullies and drains to be cleared. Cllr Hall suggested liaising with FWAG to see what can be done. It was noted that a price list is expected from the new Somerset Councils Highways Contractor. Clerk to share the price list when available and further discussion about carrying out works to take place at a future meeting.

Cllr Ellis raised the sunken gullies on Milton Hill. Clerk to report again.

Safe Routes to School;

Cllr Tully reported that there have been near misses on Bridgwater Road due to high vehicle speeds and requested that the SID be placed on Bridgwater Road in Bathpool. Clerk confirmed that a request had been made previously to the Traffic Management Team at Somerset Council and confirmation is awaited on whether there is a suitable location in Bathpool for the SID. Clerk to chase Traffic Management.

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

In Cllr Hope's absence there was nothing to report.

Transportation

Nothing to report.

c) Communications Report

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 1.2K
- 12.3K post reach
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 391
- 34 new articles added in December
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 2.9k post reach
- Business directory has details of 22 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 1100
- 6.7k post reach – significant increase over the Christmas period

Community Garden Facebook Page:

- Page likes/followers 142
- 850 post reach

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 reported that the Village Hall Management Committee met yesterday. Cllr Tully to liaise with Assistant Clerk Community about possible flower shows / festivals at the Village Hall and also share the schedule of bookings to share on Facebook / Monkton Matters.

f) The Spital Trust

Cllr Ellis reported that the Association of Spital Trusts have put up fees from £200 to £400. The Trust is establishing what the fees cover and reviewing the membership.

g) Any events at which WMPC was represented

Cllr Hall reported that he was part of the ITV news coverage of the Poppy of Honour Memorial at the Country Park. A link to the report has been shared on Social Media.

h) Consultations:

Kingston St Mary Neighbourhood Plan Regulation 16 Consultation: <https://www.somerset.gov.uk/planning-buildings-and-land/neighbourhood-planning/neighbourhood-plans-in-production/kingston-st-mary-neighbourhood-plan/> (Deadline 11th January 2024)

It was agreed that the Clerk would respond to the consultation on behalf of the Parish Council confirming its support.

226/23 Finance

a) Quotations and Updates:

Community Garden Shed

£400.00 grant funding received.

10ft x 8ft:

https://www.wayfair.co.uk/Empire-Sheds-Ltd--10-Ft.-W-x-8-Ft.-D-Shiplap-Pent-Wooden-Shed-P10X83L-L510-K~EMSD1567.html?refid=GX666875172126-EMSD1567&device=c&ptid=293946777986&targetid=pla-293946777986&network=g&ireid=75969100&gad_source=1&qclid=CjwKCAiAqNSsBhAvEiwAn_tmxRJ9kB_NxwY1ZnW1bfaTe863aT_wv_2bGNegIksYBabXsvByqYIIRoC-64QAvD_BwE £689.99

https://www.waltons.co.uk/products/waltons-overlap-apex-shed-10x8?utm_source=google&utm_medium=cpc&utm_id=20367192953&adgroup_id=153762100240&gad_source=1&qclid=CjwKCAiAqNSsBhAvEiwAn_tmxYs8tattijK6A1UaUAVbayU3XVde4K0TAE_nGxvbZy1RIDBelhp89xoC100QAvD_BwE £579.99

8ft x 6ft:

https://www.robertdyas.co.uk/mercias-overlap-reverse-apex-value-shed-8-x-6ft?cq_src=google_ads&cq_cmp=20441280890&cq_term=&cq_plac=&cq_net=x&cq_plt=gp&gad_source=1&qclid=CjwKCAiAqNSsBhAvEiwAn_tmxDhOZk5QeGln6Ull6bQtwQ1JbehKlpBM-9dr0MUUo7vpVPki7FEkhoC20MQAvD_BwE £329.99

https://www.wilko.com/mercias-8-x-6ft-overlap-apex-garden-shed/p/0507538?gad_source=1&qclid=CjwKCAiAqNSsBhAvEiwAn_tmxS3W5JkKeQD-6u4LZtbhXKqbcuOrFTijToolTkaUnY4WEqHPBeVbixocd8QQAvD_BwE&qclsrc=aw.ds £349.00

It was agreed to purchase a 10ft x 8ft shed with slopping roof up to the value of £689.99

Storage Container Rent

Charge of £20.00 per week for 20ft container – the container is waterproof and in good condition. The charge does not include insurance.

It was agreed not to rent the storage container.

Submersible Pump

To be incorporated in PCs emergency resilience kit.

Tsurumi LSC 1.4s - in the 2 inch discharge size (there is also a 1 inch). It can be manual or auto if an additional sensor is obtained. Sensor extension probes are available to allow it to pump down to 1mm depth in auto mode. In manual mode it pumps to 1mm water depth - and can run dry for many hours. Claimed max pumping rate 170lpm. Available from a variety of outlets eg <https://floodandwaterpumps.co.uk/> or <https://www.henrypumps.co.uk/tsurumi-lsc14s-puddle-sucking-pump-806-p.asp>. Cost wise 240v 2 inch model seems to vary from about £460 inc VAT upwards.

An alternative option might be the TT Pumps Puddle Pal - also 240v, 2 inch discharge. Manual or auto (looks like it needs an additional sensor), with a claimed max pumping rate of 225lpm for the 400 model and 300lpm for the 750 model. £429 & £586 (+VAT) respectively. Either option will need appropriate length of discharge hose - probably say 5m of suction hose, plus a length of layflat.

It was agreed to source alternative quotes for a submersible pump.

Solar Panels on West Monkton Primary School roof

Discussion to agree if this should be a CIL project and if so, the level of expenditure.

As an example 62 panels were recently installed on the bowling club. This gives an installed DC power of 31Kw and is predicted to give an annual production of 30.04Mw.

The total price was £23283, quote date 29/6/23 so maybe add 5% for potential increase.

A conversation took place about a proposal to be put forward to the Primary School about installing solar panels on the roof of the school.

It was agreed that the following offer would be made to the school:

- The Parish Council would spend £25k on installing solar panels on the roof.
- The school to benefit from using the electric generated.
- Any money for surplus electric that is exported over and above that used by the school to be paid to the Parish Council.
- The service charge that the PC currently pays to the school for heat / light / water to be removed. Saving the BACH / Parish Council approximately £1200 per annum.

Cllr Gage confirmed that he had a meeting with the school arranged for 22nd January to discuss the proposal. Clerk to add an item a PC meeting agenda after the meeting for feedback to be provided.

Bus Shelter Repairs

Replace one panel at bus shelter outside West Monkton Primary School and three panels at bus shelter on Monkton Heathfield Road opposite Thornash Close.

Roman Glass:

To supply and install 6.4mm laminated safety glass (EN14449 Class 2)

1no 910mm x 1100mm

3no 930mm x 960mm

Please note on the shelter located opposite the turning to Thornash close much of the beading is missing so we would have to secure this with security tape and then silicone the glass in place.

For the Sum of: £554.65

VAT: £110.93

Total: £665.58

50% deposit required with order. Balance on day of completion.

A1 Windows and Doors:

Solid 6mm clear polycarb into these as this will not crack or break

Primary School will be £222.70+vat

Thornash Close will be £668.10+vat

Total £890.80 + VAT (178.16) = £1068.96

It was resolved to continue with the repair of the Thornash Close Bus Shelter only using polycarb and accept the quotation provided by A1 Windows and Doors. Cost to be vired from Dog bin emptying / grass cutting budget line to Environment / Community. Proposed by Cllr Hall, seconded by Cllr Munson and agreed with all in favour.

Monthly inspection of play park equipment at Farriers Green

Somerset Council - Inspect play area equipment on a monthly basis £22.44+VAT per inspection.

Response awaited from Somerset Council.

- Refurb of St Quintins play area agreed and scheduled to be done by DLO this financial year. 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

Quote for Farriers Green ramp by DLO accepted in April 2022, but M Davies no longer in role at SWT. Replacement for M Davies confirmed – Andrew Sollis. In contact with him, Andrew has stated that the quote previously approved is out of date. Andrew is going to meet with contractors to get a revised quote. Quote chased.

b) Receipts and Payments

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

Receipts		
Interest	Lloyds	£28.47
	Nationwide	£TBC
	PSDF	£1866.84
Somerset West Lottery (Community Fridge)		£37.50

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	Pension (employee contribution)
Employee pension contributions	180.28	No vat	180.28	d-d	Salaries and expenses	Pension
Employer contributions	135.22	No vat	135.22	d-d	Salaries and expenses	Pension
A Shepherd Clerks salary SCP33	xx.xx	No vat	xx.xx	Bacs	Salaries and expenses	Salaries
K Welsh assistant clerk-community salary SCP 28 (110 hours)	xx.xx	No vat	xx.xx	Bacs	Salaries and expenses	Salaries
HMRC Tax and NI Contributions	1664.99	No vat	1664.99	Bacs	Salaries and expenses	Salaries
A Shepherd homeworkers allowance	27.00	No vat	27.00	Bacs	Salaries and expenses	Expenses
K Welsh homeworkers allowance	27.00	No vat	27.00	Bacs	Salaries and expenses	Expenses
S Rolls Lengthsman services	316.70	No vat	316.70	Bacs	Environmental and Open Spaces	Lengthsman
Business all about you Climate Initiative PR WMPC 35	175.00	No vat	175.00	Bacs	Environmental and Open Spaces	Environment / Community
QSSIT regular maintenance / monthly sub	25.40	5.08	30.48	Bacs	IT and Communications	IT and Communications
Expenses claim A Shepherd (Travel)	18.45	No vat	18.45	Bacs	Salary and expenses	Expenses
Expenses claim A Shepherd (Community Events)	17.60	No vat	17.60	Bacs	Youth and Community	Youth and Community
Expenses claim K Welsh (Travel)	145.80	No vat	145.80	Bacs	Salary and expenses	Expenses
Expenses claim K Welsh (Community Festive Event refreshments)	31.60	No vat	31.60	Bacs	Youth and Community	Youth and Community
Hestercombe Gardens Limited (Strategic Planning Event)	237.50	47.50	285.00	Bacs	General Administration	Training
Viking (Stationery)	40.94	8.19	49.13	Bacs	General Administration	Sundry Admin
Viking (Stationery)	27.99	5.60	33.59	Bacs	General Administration	Sundry Admin
Somerset Council (Dog bin emptying and grass cutting)	958.23	191.65	1149.88	Bacs	Environmental and Open Spaces	Grass cutting and dog bin emptying
Expenses claim A Shepherd (Reimbursement of donation to St Margarets Hospice for Xmas Tree collection)	25.00	No vat	25.00	Bacs	Environmental and Open Spaces	Environment / Community
Expenses claim K Welsh (Community Café expenses)	93.51	No vat	93.51	Bacs	Youth and Community	Youth and Community

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
To note payment of:						
Direct Debit						
Invoice Tailored Auto Enrolment 11180 29/12/2023 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Pension
Invoice SWS 113814 2/1/2024 maintain gsuite	84.00	16.80	100.80	DD PAID	IT and Communications	IT and Communications
Invoice SWS 113758 web-lite hosting (MM) and standard mailbox 20/12/2023	30.00	6.00	36.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 113681 New Website balance	235.00	47.00	282.00	DD PAID	IT and Communications	IT and Communications

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 all agreed by show of hands.

Transfer between accounts

None.

b) 2024/25 Budget and Precept Demand Approval

The latest 2024/25 Budget and Precept Demand were discussed. Clerk provided feedback on the Priorswood Library contribution following communication with Somerset Council. It was agreed to reduce the contribution from £3000 to £500 per year from 2024/25.

The inclusion of an allocation for the D-Day Event and off carriageway highway maintenance was discussed.

The total 2024/25 budget of £195725.00 was agreed in principle alongside a precept demand of £172995 representing a 40% increase and a band D equivalent cost of £78.48 per annum. It was agreed to defer final approval of the budget and precept demand until the next PC meeting on 23rd January.

c) Budgeting report

The budgeting reports to 31st December were shared in advance of the meeting and the contents of the reports was noted. Clerk confirmed that the Audit Working Party were scheduled to meet later in January to review the Councils financial position at the end of Quarter 3 in more detail and a report would be provided at the next meeting.

227/23 Other matters for report only – items for discussion – no decision

Cllr Ellis queried the events planned for 2024 at the Country Park.

Cllr Gage suggested that a review / debrief of the Volunteer Evening takes place. Clerk to add an item to the agenda for the next meeting.

Assistant Clerk Community raised the apple trees being made available by Thatchers for community groups. It was agreed that an application should be made.

a) Items for next meeting agenda - by Monday 19th January 2024 or Monday 5th February 2024

Noted

b) Dates to note over the next 14 days

Clerk confirmed that the following meetings are taking place in January:

Meeting re Poppy of Honour Memorial fundraising 11th January @1.30

MH2 Legal Agreement Meeting (Norman, Stuart and David) 15th January @6.30pm at CSM VH

Agenda run through – 16th January at 9am

Parish Council meeting – 23rd January

Audit Working Party meeting – 26th January @9.30am

Taunton Garden Town Advisory Board Meeting 26th January @11am

228/23 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2024: 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)

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

Audit Working Party: 26th January 2024 at 9.30am (Virtual)

Annual Parish Meeting: 26th March 2024 at 7pm

BACH Committee 8th February 2024 at 7pm

Budget and Precept TBC November 2024 at 7pm

Sports Pitch Committee TBC at 7pm

There being no further business to discussed, the meeting ended at 10.10pm



Signed Chairman:

Date: 23rd January 2024

ADOPTED - CONFIDENTIAL