



West Monkton Parish Council

ADOPTED

Minutes of the Meeting of West Monkton Parish Council held on Tuesday 12th March 2024 at 7.00pm.

Present: Cllrs Cavill (until 7.45pm), Ellis, Gage, Hall (from 7.10pm), Haskins, Hope and Munson.

In attendance: Mrs A Shepherd, Clerk, Mr K Perry, Bathpool Flood Warden, Cllr David Fothergill, Somerset Council and two members of the public.

273/23 To receive any apologies (with reasons), introductions with responsibilities.

Apologies were received from Cllrs Besley and Tully and Cllr David Fothergill, Somerset Council.

274/23 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.

275/23 To adopt the minutes of the Parish Council meeting on 27th February 2024

The minutes from the Meeting of the Parish Council on 27th February 2024, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 27th February, proposed by Cllr Gage, seconded by Cllr Ellis and agreed by show of hands.

276/23 To note Clerk's report and Assistant Clerk (Community) report.

Clerk's Report:

General Admin:

- Strategic Plan and Plan on a Page finalised.
- Annual Report finalised.
- Ordered picture of King Charles for display at BACH.
- Ordered and collected new glass for the Community Garden Shed.
- Liaise with Land Agent re Bathpool pump land.
- Trees delivered from Woodlands Trust.

Finance / Payroll:

- Making payments / placing orders.
- Managing / inputting Accounts using Scribe.
- March payroll and finance reports and grant spend records.
- Debit card ordered.
- Grass cutting equipment order processed / paid.
- Dog bin / grass cutting quote – amended and accepted as discussed.

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.

Country Park and Somerset Wood

- Worked with PayDough to establish a QR code for fundraising for the Memorial Pavilion. Paydough account now established.
- Letter for businesses requesting financial support circulated and sent to Taunton Chamber of Commerce.
- Support development of Country Park Lottery Application.

Sports Pitches

- Pre-planning advice application completed and submitted – no fee. Acknowledgement has been received – Mike Hicks is the Planning Officer. Zoom meeting being set up to discuss application with Planning Officer.

- Requested confirmation of when skip will be removed from Persimmon – response awaited.

MH1

- Liaising with Simon Fox and Persimmon re S106 deed of variation progress.
- Repair of bird mouth fencing near canal roundabout requested.
- Update re POS completion added to Monkton Matters.
- Reported Deer Park damaged play equipment.

MH2:

- Joint meeting with CSM PC regarding the MH2 legal agreement took place on 20th February – notes prepared and joint terms of reference circulated.
- Posts added to Monkton Matters and Facebook Page. Public consultation events arranged at CSM VH on 24th February and BACH on Monday 26th February from 3pm until 7pm.
- Feedback from the public on the application reviewed and summary prepared for consideration by the Planning Committee.
- Review plans / reports (60+) in preparation for planning committee meeting.
- Contact with scout group to make them aware of new proposals and requesting feedback.

BACH:

- Invoices and accounts.
- Actions from last meeting including:
 - Recycling Bins for kitchen
 - Preparation of 2024/25 budget
 - Frames for notices in Activity Hall
 - Movement of stay and play storage cupboards
 - Amendments to Terms and Conditions of hire
 - Email to school regarding use of hall, locking / unlocking, academy bookings and use of bin store.
 - Quote for painting the activity hall to be obtained in new financial year.
- Next BACH Committee Meeting scheduled to take place on Tuesday 4th June 2024 at 7pm.

Meetings last month:

1st February – Meeting with representatives of the church about programme of improvements
 2nd February – Annual Leave
 5th February – Meeting with National Lottery re grant for Country Park
 6th February – Agenda run through meeting
 7th February – LGR Session
 7th February – Stay and Play / Community Café cover
 8th February – BACH Committee Meeting
 12th February – Annual Leave
 13th February – PC Meeting
 16th February – Annual Leave
 20th February – Agenda run through meeting
 20th February – MH2 Legal Agreement meeting with CSM PC
 21st February – LGR Session
 21st February – Stay and Play / Community Café
 21st February – LCN Meeting
 26th February – MH2 Public Consultation Event
 27th February - PC Meeting

Meetings this month:

1st March – Meeting with Allotment hirer
 5th March – Agenda run through
 5th March – Planning Committee Meeting
 8th March – SLCC Branch Meeting
 12th March – Parish Council Meeting
 18th March – LCN Emergency Planning Workshop
 21st March – 25th March – Annual Leave
 26th March – Annual Parish Meeting
 29th March – Bank Holiday

In addition Clerk reported that the PC has been selected to take part in the CCS Community Review Project. A Project Steering Group needs to be established. Clerk to circulate information. Cllrs to consider nominations for the Steering Group. Membership and Terms of Reference for the Steering Group to be considered at the next PC 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 – 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
- Discussed Flower/Produce show and Harvest Supper with Village Hall (Ray Tully) awaiting response
- Collating attendees for First Aid Training at the BACH on 31/3/24 9am to 3pm
- Liaising with a range of groups/companies to book Dday event
- Gathering quotations and costings for the second stage of the National Lottery funding for the Country Park and putting together on spreadsheet. Met with Will Rowe from Spark Somerset to discuss this stage who gave some advice to think BIG and add as much costings as you can for the project going forward for 3 years.
- Created 2 questionnaires on Survey Monkey for both the public and our country park volunteers to complete with feedback for the Reaching Communities Lottery Fund which have been sent out on social media and to volunteers directly.
- Met with Monkton Wood Academy Group and discussions have begun about ways in which we can work together to share community ideas and concerns both with the school and back to the Parish Council.
- Distribution of 'Care Boxes' which were made by a group of parents and children at West Monkton Primary School. Boxes were beautifully presented with letters from the children to those who receive them in our community. Those who received the boxes have been asked to write a note into the school with a thank you and some information about themselves.
- Carried out investigation for the recent complaint and wrote up response in preparation for the Complaint Committee

Community Fridge

- Coordinating and managing volunteers, cleaning rotas and pick ups.
- Keeping in touch with volunteers to keep them updated and involved.
- Responding to complaints and concerns about community fridge, issues seem to have settled since closing at 3pm
- Typed letter to Lidl re: parking fine from Lidl
- Created a few more name badges for Volunteers ID

Community Cafe

- Running a weekly Community Café at the BACH. Opportunity to meeting with the public to share concerns and to socialise. Knit and Crochet group meet here on a weekly basis.
- Meeting place for potential and existing volunteers to support, recruit and get feedback about the volunteering.

Community Garden

- Community Garden group meet regularly at the BACH
- Update A boards with wellbeing message and jobs need doing at the garden
- Promoting weekly meet at the Community Garden through Bethan, listing basic jobs that need doing regularly.
- 11/2/24 Community Service Team at the BACH Garden

Community Events

- Liaising with Bethan Turner for promotion of Events
- Prepare and print quiz sheets for community quiz nights
- Organised quotation from local company for 50 A3 corrugated plastic signs – finalising information for this and awaiting QR code for Poppy of Honour to add to the posters
- Organising and bookings for DDay Event, singers, Military Wives, Event First Aid, Toilets, barriers, piper

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

1/2/24 Stay and Play Group

1/2/24 Meeting with Jo Comer, Taunton Town Council
 1/2/24 Tug of War Meeting
 5/2/24 Reaching Communities Lottery Fund Meeting at the BACH
 6/2/24 Agenda Run Through Meeting
 15/2/24 Met Kevin Stratton and Cllr Hall re: Dday Event
 19/2/24 GDPR Training
 20/2/24 Agenda run through meeting
 20/2/24 Met Clerk at the BACH
 20/2/24 Online meeting with Will Rowe from Spark re 2nd Stage of Reaching Communities Fund
 21/2/24 Engaging the Community Summit – all day online course
 21/2/24 Community Quiz Night
 22/2/24 Stay and Play Group
 22/2/24 Meeting with Cllr Hall re Dday Event and Reaching Communities application
 27/2/24 Meeting regarding complaint
 27/2/24 Meeting with Charlie Cudlip from Transporters Band for Tug of War Event
 27/2/24 WMPC Meeting
 28/2/24 Stay and Play and Community Café
 28/2/24 The Good, Bad and Ugly od Social Media – online course
 29/2/24 Meeting with Monkton WI Group re coffee and cake stall for Dday
 29/2/24 Meeting with Cllr Hall re Dday
 29/2/24 Meeting with Group at Monkton Wood Academy re: Community

277/23 Somerset Council Report

Cllr Cavill reported on the following:

2024/5 Council Budget: Somerset Council has voted through plans to set a budget for the coming financial year but received a stark warning of significant challenges in the years ahead. LibDem Council Members unanimously agreed a range of measures to bridge a funding gap of £100m for 2024/25, including cost cuttings, increasing Council Tax by 5%, and using £36.8 millions of reserves (a council's equivalent of savings). The proposals also include a 'capitalisation direction' request of £36.9m – seeking permission from Government to borrow money or sell assets to pay for day-to-day running costs. Amid specific plans to cut costs and increase fees, around 1,200 jobs are expected to go at Somerset Council over the next three years equivalent to about a quarter of the workforce. As a result of the cuts some Town Councils have stepped in to save services (CCTV, public toilets etc) but this has resulted in a 179% council tax increase in Taunton, 90% in Yeovil and 164% in Bridgwater.

The capitalisation direction has been approved by Government. Work has commenced on disposing of assets and property.

Council papers are still predicting a further £103 million budget gap in 2025/26.

Gigafactory plans for Puriton site: Agratas, a new business within the Tata Group, has confirmed its plans to build a gigafactory producing EV batteries at the Gravity Smart Campus site in Puriton, near Bridgwater. A £4 billion investment, the factory will create up to 4,000 jobs and many more as part of the supply chain. It is envisioned that the plant will be operational in the second half of the decade, eventually producing 40GWh of battery cells annually, enough to supply approximately 500,000 passenger vehicles. Once fully operational, the factory is set to be Britain's biggest battery factory, and one of the largest in Europe. Over the next five years, Somerset Council plans to invest in the infrastructure, skills, site access and connectivity which will be paid for by the Business Rates generated by the factory once it is operational.

Under the surface exhibition: 'Under the Surface' is an exhibition of photographs by renowned Somerset-based photographer Matilda Temperley, reflecting on 10 years since the devastating floods of 2013-14. It is on display at Somerset Rural Life Museum, Glastonbury from Saturday 2 March to Sunday 19 May. Alongside the exhibition, a programme of events and activities will take place supported by Somerset Rivers Authority (SRA). These include family activities during the Easter Holidays, run in collaboration with the RSPCA and Somerset Wildlife Trust, where visitors can take part in climate-themed craft activities.

Healthy Somerset: A new website has been launched by Public Health to help people in Somerset lead a healthier life. The new site – www.healthysomerset.co.uk – features health and wellbeing resources tailored to all age ranges – making it even easier for users to find the information and support they are looking for. The new refreshed layout of the site breaks down services and support to represent the ages and stages of life from the 'best start in life' (0-5 yrs), through to 'starting well' (5-18 yrs), to 'living well' (18-65 yrs) and 'ageing well' (65+).

To view the website and be empowered on your journey to a healthier lifestyle, visit: <https://bit.ly/healthy-somerset>.

Chard Enterprise Centre: The new Chard Enterprise centre, offers flexible office and light industrial workspace to support small and medium enterprises. Costing £4.2m the Enterprise Centre has been made possible after successfully securing £1.7m funding from the European Regional Development Fund. Chard Enterprise Centre forms part of a network of workspace services offered by Somerset Council. The Enterprise Centre network aims to offer quality workspace and business support in areas where

commercial providers do not operate. There are currently 10 sites across the county and, in addition to Chard, there are centres in Highbridge, Dulverton, Wheddon Cross, Frome, Minehead, Wells, Williton, Wiveliscombe and Bruton.

Take the Pressure Off: Over half of all strokes and heart attacks in Somerset are caused by high blood pressure. Known as the silent killer, high blood pressure is quick and simple to diagnose and to treat. NHS Somerset, together with Somerset Council is launching their biggest ever campaign 'Take the Pressure Off' with the aim of testing thousands of residents to increase awareness and early detection of high blood pressure. The "Take the Pressure Off" campaign is designed to encourage residents, particularly those aged 40+, to regularly check their blood pressure and take necessary steps towards managing their health. In addition to workplace testing, the campaign will be partnering with local sports clubs to help raise awareness of the risks of high blood pressure, particularly to males and those who identify as male, across Somerset. Residents are also encouraged to borrow a free blood pressure monitor from their library to test their own blood pressure in the comfort of their home, or visit their local pharmacy for a quick and easy check.

Portrait of His Majesty The King: The government is offering a free framed portrait of His Majesty The King to all town, parish and community councils in the United Kingdom from 12 February. The closing date for applications is 28 March. Applications can be made via: <https://tpc-portraitscheme.cubiquityonline.com/login>

Secondary school places - 93.5% of applicants got their first place and 4.4% got their second place.

Ukraine war – rented properties, for a year only. Problem is that have to be in country for two years to be on Somerset Homefinder. Could result in people being homeless. If anyone is aware of any problems, please contact Cllr Cavill.

The following questions were asked of Cllr Cavill:

Where is the funding for the gigafactory coming from? Cllr Cavill confirmed that the funding is a grant from central government.

Will Somerset Council publish how much money has been lost on investment assets and property when they are sold? Cllr Cavill couldn't confirm if this information would be published but confirmed that a FOI request would be needed to get all the information.

278/23 Chairman's Report

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

Public Question Time

A member of the public requested an update on the bus gate on Monkton Heathfield Road and traffic calming measures. Cllr Haskins provided an update.

A member of the public raised concerns about the width of the pavement on Milton Hill which is commonly used by school children walking to school.

A member of the public raised the parked cars along Mead Way. There have been 4 or 5 accidents as a result of the parked cars being too close to the Monkton Heathfield Road junction. It was suggested that a number of the vehicles are owned by the same person.

Assistant Clerk Community reported that a member of the public has asked if muddy holes filled with water could be filled with topsoil in Central Park.

Clerk reported that a member of the public had asked if the burnt picnic bench in Farriers Green Park could be removed.

Clerk also outlined a request from a member of the public for the sand pit sand to be replenished in Farriers Green Park. It was noted that the park is still owned by Somerset Council.

Clerk reported that the cracks in the glass at the bus shelter opposite Thornash Close following the damage are getting bigger. No safety hazard at the moment but the panels need to be kept an eye on.

Clerk raised the water taps at the Allotments. A report has been received that they have been disconnected due to the tap pipe being damaged following cold weather.

Clerk to raise the width of the pavement with Somerset Council Traffic Management.

Clerk to raise the parked cars with Traffic Management at Somerset Council and whether the situation can be reviewed due to the recent accidents.

Assistant Clerk Community to request the what three words location so Councillors can take a look.

Clerk to ask Parish Lengthsman to remove the bench.

Clerk to follow up devolution request with Somerset Council.

Cllr Haskins to take a look.

279/23 Planning

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

48/24/0009 Conversion of stables into holiday let accommodation with the erection of an agricultural building at Overton House, Coombe Lane, West Monkton.

The Parish Council supports the grant of permission and makes the following comments in respect of the proposal:

- The materials used to convert the stable should be in keeping with the area.
- 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.

48/24/0010/VSC Variation to Section 106 agreement on application 48/16/0033 for the modification of planning obligations to amend Puffin Crossing 2 to an alternative Zebra Crossing on land at Hartnells Farm, Monkton Heathfield.

The Parish Council is supportive of the variation of the S106 agreement to amend the planning obligation. The Parish Council however notes that the amended obligation of installing a zebra crossing at the location near Milton Hill on Monkton Heathfield Road will cost significantly less than installing a puffin crossing. The Parish Council requests consideration is given to the obligation instead being amended to provide two zebra crossings, one at the location included in the application at Milton Hill and another further along on Yallands Hill to provide an additional, much needed crossing point on Monkton Heathfield Road. The two zebra crossings will equate to same level of expenditure for the Developer.

48/24/0011/PIP: Application for Permission in Principle for the erection of 2 No. dwellings in the garden of 134 Bridgwater Road, Taunton

The Parish Council supports the proposal in principle.

48/24/0008: Installation of a ground mounted photovoltaic system (solar panels) to generate carbon free electricity on land off Sweeting Close, Creech St Michael

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

- The only concern that the Parish Council has about the proposal is the height of the proposed panels and the visual impact for those walking along the canal path. The Parish Council requests that the panels are installed as low / close to the ground as possible to reduce this visual impact.

b) To consider the Planning Committees recommended comments in respect of:

Cllr Cavill declared an interest and left the meeting at 7.45pm

14/21/0047 - Application for outline planning permission with all matters reserved, except for access, comprising up to 1,450 dwellings, up to 4.91 hectares of land for strategic employment uses, up to 8 hectares of land for a through school, mixed use district centre including mobility hub, community facilities, green infrastructure, drainage works, and associated works, on land at Walford Cross, Monkton Heathfield.

The Planning Committees recommended comments in respect of the application were considered and amendments were identified. The following comments in respect of the application were agreed:

Introduction, context, and considerations

The Parish Council has prepared these comments in relation to updated plans, reports and proposals submitted in respect of the above application in January 2024.

In developing these comments, consultation has taken place with members of our community including:

- Public Consultation Event on 24th February at Creech St Michael Village Hall
- Public Consultation Event on 26th February at Brittons Ash Community Hall
- Sharing information about the proposals on the Parish Council websites and Facebook pages requesting comments and / or the completion of an online feedback form.

These consultation activities have generated comments and concerns about the proposal from our community and these are reflected in the Parish Councils comments below.

Position of the Parish Council

Whilst the Parish Council generally supports the application, it strongly objects to the highway elements of the proposal.

Further explanation of the position of Parish Council is provided below.

The Parish Council has, jointly with Creech St Michael Parish Council, been discussing the S106 agreement for the community infrastructure elements of the development and welcomes the agreement by Somerset Council and the Developer that both Parish Councils will be signatories on the S106 agreement.

Highways

The Parish Council strongly objects to the removal of a relief road / ERR2.

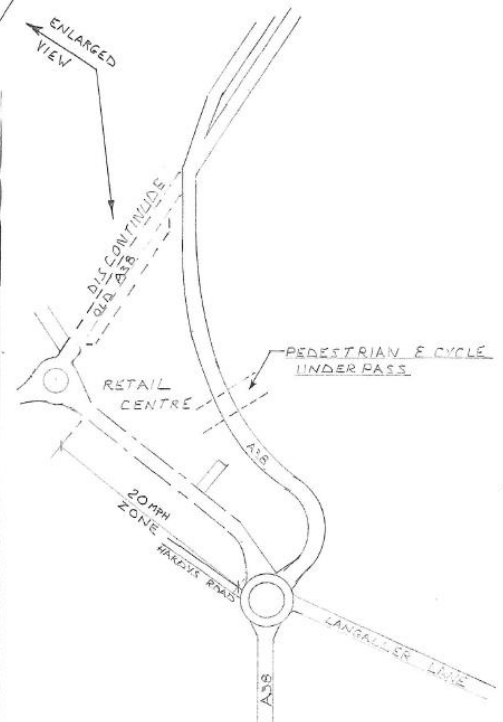
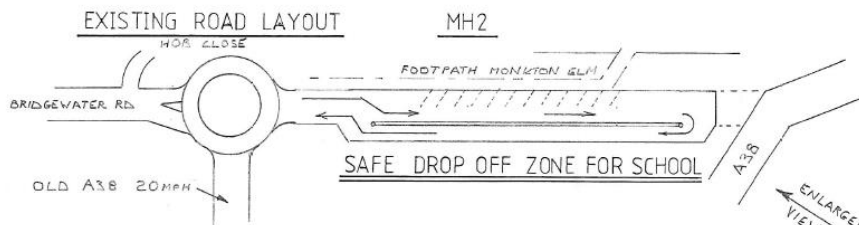
A new illustrative masterplan was shared with the Parish Council in March / April 2023 in its draft form. The draft masterplan illustrated the removal of the ERR2 and instead proposing modifications to the existing A38. The Parish Council believes strongly that the removal of ERR2 and A38 traffic instead continuing its existing route and in between the existing MH1 and proposed MH2 developments will have the following impact on the local area:

- Pedestrians, cyclists, and school children will not be able to safely navigate the A38 to get to / from the facilities that are proposed in MH2, including a Through School and a District Centre.
- The continuous flow of traffic on the A38 (between 10,000 and 15,000 vehicle movements per day) will segregate the new community moving into the MH2 development from the wider community.
- There will be a significant increase in traffic movements on Monkton Heathfield Road, and potential rat running through Goosenford / Cheddon Fitzpaine impacting on the safety of pedestrians and cyclists.

The Parish Council has at every opportunity, voiced its concerns about the highways proposals to the Developer and Planning Officer from April 2023 to date. The Parish Council has also met with Somerset Council Highways Officers, the Executive Member for Highways at Somerset Council, the local MP and corresponded with National Highways about the proposals to no avail.

In April 2023, the Parish Council responded to the proposals, suggesting an alternative road layout, illustrated below in a sketch which was submitted to the Planning Officer, the Developer and Somerset Council Highways in June 2023.

The Parish Council considers that this alternative road layout would improve pedestrian and cyclist safety through the provision of a pedestrian underpass and would also provide a drop off zone for the school. Traffic will be discouraged from using the Monkton Heathfield Road but instead to continue on the A38 / ERR where a more direct route is provided. This alternative would not require any additional road building and therefore there would be no increase in cost to the Developer. The road could be built prior to the build of houses and provide access for construction traffic and access to all phases of the development.



Despite the many representations made by the Parish Council it is disappointing that the submitted proposals only provide for modification of the A38 rather than a relief road or alternative road layout as suggested by the Parish Council.

In respect of the highway proposals that have been submitted the Parish Council makes the following comments and suggested amendments:

- A foot and cycle path should be provided from the A38 junction with Monkton Heathfield Road to the access road to Walford House / Springfield to enable active travel.
- The access road to Walford House / Springfield has not been included in the plans submitted and it is therefore presumed that the existing arrangements for accessing the drive/road to these properties and for crossing the A38 will be maintained. The Parish Council suggests that the central reservation of the A38 needs to be widened to enable vehicle to access / exit the road without causing an obstruction on the carriageway.
- The Parish Council has concerns about the proposed varying road widths on A38 from Walford Cross to the junction with Monkton Heathfield Road where is changes from two lanes to one lane at three or four locations. The Parish Council suggests that the A38 from Walford Cross down to the District Centre / Cricket Club roundabout is single carriageway to reduce traffic speeds and that the speed limit on this stretch of road is lowered to 40mph.
- The speed limit on Monkton Heathfield Road from Blundells Lane to the junction with the A38 should be reduced to 20mph to reflect the speed limit already in place through Monkton Heathfield and to deter drivers from driving through Monkton Heathfield.
- The Parish Council supports the proposed improvements at the A38 junction with Monkton Heathfield Road. The traffic lights should be triggered / timed to ensure that they hold traffic and deter road users from turning right at the junction and using Monkton Heathfield Road. The timing of the traffic lights should only allow a short window of time for cars to turn right.
- All road improvements proposed between the A38 / Monkton Heathfield Road junction and Langaller Roundabout should form part of phase 1 of the development to ensure the safe crossing of children to the new school and pedestrian / cycle movements to the District Centre.
- The Cricket Club junction / roundabout should be traffic light controlled to encourage use of the ERR by traffic, avoid traffic movements onto Bridgewater Road / Bawler Road and to enable a light controlled pedestrian crossing point.

- All crossing points between the A38 junction with Monkton Heathfield Road and the Langaller Roundabout should be raised to slow vehicle speeds. Central islands on uncontrolled crossing points should be provided to ensure pedestrian safety. If the crossing points along this stretch of road are to be classified as a safe route to school, do they meet the requirements for that designation?
- Cycle path and footpath connections towards Creech St Michael along Langaller Lane should be included on both sides of the road to enable school children from Creech St Michael to walk / cycle to school safely.
- Langaller Roundabout / Junction – the road design is unclear. The plans indicate that a traffic light-controlled crossing will be provided at one of the junctions but not all four. How will traffic flows be managed? Who has the priority? Is this junction a roundabout or traffic light controlled? The Parish Council is concerned that confusion may be caused by the proposed road layout which may cause incidents.
- Sufficient access roads to areas of the development must be provided to enable sufficient emergency access. The illustrative masterplan indicates that at least one area of the development only has one road in / out. More than one access road should be included if the number of homes proposed exceeds the threshold.
- The proposals should be expanded to include improvements to the ERR between the Hardys Road Roundabout and the Canal Roundabout so that two lanes of traffic can be provided, one lane turning left to proceed to Bathpool / on the A38 and the other to turn right to proceed on the WRR / A3259. This will enable the better flow of traffic and greater use of the ERR / WRR. The Parish Council understands from a meeting with Somerset Council Highways that there is currently sufficient road width to enable this improvement to be made.

Bus Gate:

It is noted that the Transport Assessment Addendum Monkton Heathfield Phase 2, prepared by SLR (trading as Vectos (South) Limited), refers to the Monkton Heathfield Road Bus Gate and states that:

5.6 As part of the transport strategy for Monkton Heathfield Phase 1, which has now been built out, a bus gate was proposed on Monkton Heathfield Road to reduce traffic flows along the Monkton Heathfield Road corridor.

5.7 It is understood that following consultation, an agreement has yet to be reached with the local community on the implementation of a bus gate, indicating that this is no longer a preferred option. As a result of this extended period of consultation, the necessary funds to implement such a scheme have now been significantly depleted such that its implementation is no longer possible.

5.8 Given changes in contemporary guidance and agreements to vary policy SS 1 of the Taunton Deane Core Strategy 2011 to 2028, including removal of the ERR2 in place of wider placemaking improvements, it is considered that traffic flows will not be detrimental to wider policy objectives and as such proposals for the bus gate are no longer required.

5.9 Based on the above reasons and for the purposes of this assessment, it is assumed that the bus gate will not be implemented, and existing traffic flows will need to be accommodated.

The Parish Council considers that the statements made in these paragraphs are incorrect for the following reasons:

- Paragraph 5.7 infers that consultation with the local community has taken place regarding the implementation of the bus gate. Consultation has not taken place with the local community. The Parish Council has engaged in conversation with the Developer and Somerset Council Highways about the delivery of the bus gate but at no point has the Parish Council indicated that not implementing a bus gate is a preferred option.
- In recent correspondence with Somerset Council Highways (February 2024), it was confirmed that it is still the intention of Somerset Council to implement a bus gate, subject to the location of it being agreed.
- Paragraph 5.8 indicates that there has been a variation of policy SS1 which required the delivery of ERR2. This is incorrect. Policy SS1 has not been amended, rather supplementary planning policy has been approved / made since the Core Strategy / Policy SS1.
- If Somerset Council Highways and the Developer have made the decision that the bus gate is not going to be delivered, as inferred in the Traffic Assessment Addendum, traffic flows on Monkton Heathfield Road as a result of the proposed development will increase significantly. The Parish Council deployed its Speed Indicator Device on Monkton Heathfield Road (near the junction with Richards Crescent) from 15th December 2023 to 22nd January 2024. The results demonstrated that there are already on average 4500 vehicle movements a day. Improvements, including traffic calming measures i.e. gateways, build outs and crossing points and possible restrictions on Bawler Road, need to therefore be made on Monkton Heathfield

Road to and from the development before the occupation of any property on MH2 to deter traffic from using the road and to instead use the A38 / ERR / WRR.

Modelling

It is noted that the Transport Assessment Addendum Appendix D Vision & Validate Inputs/Outputs document makes the following modelling assumptions from the Development:

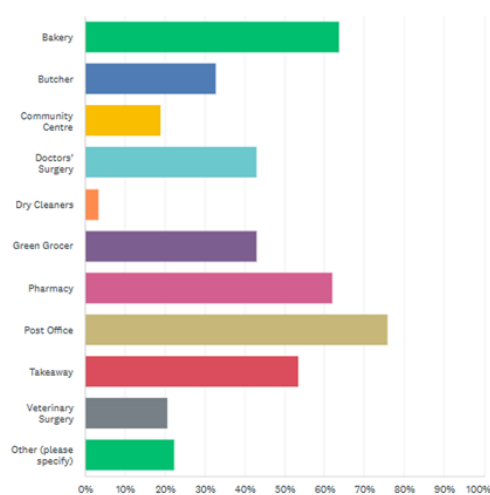
- There will be a 9% increase in traffic flows on Monkton Heathfield Road.
- Only 45% of residents in the new development will be car / van users.
- Only 3% of residents in the new development will use the bus.
- That the District Centre will not provide a chemist / pharmacy nor a bakery.
- That 824 jobs will be made available within the development.

The Parish Council questions and challenges these figures for the following reasons:

- It is inevitable that the number of vehicles using Monkton Heathfield Road will increase by more than 9% as a result of the development. 1450 homes are proposed which is likely to result in three thousand cars. Further consideration of traffic calming improvements on Monkton Heathfield Road to and from the development, as outlined above, is needed.
- The development should encourage greater use of buses so that more than 3% of residents use the bus. Bus services need to be provided through the development from phase 1, at first occupation, to encourage a change in travel habits and greater use of the bus.
- There is high local need for a pharmacy / chemist in the District Centre. A pharmacy wanted to locate in the MH1 retail centre but unfortunately it seemed that no accommodation could be made there. In addition, feedback from a recent survey conducted by the Parish Council has indicated a need by the local community for small local shops like a bakery, pharmacy, and post office. A copy of the results from the survey is available below. The traffic modelling assumptions should be amended so as to ensure that these types of shops are not prevented from being provided in the District Centre.

It is anticipated that a planning application will be submitted during 2021 for the next stage of development in West Monkton and neighbouring Creech St Michael - the Urban Extension Phase 2. Within the development, a District Centre will be delivered. To inform the comments that the Parish Council submit to Somerset West and Taunton Council (the Local Planning Authority) in relation to the upcoming planning application, a poll has been developed to understand the services and shops that the community most need in the District Centre. Please complete the poll below to indicate your preferences, if a shop / service you would like to see doesn't appear in the poll, please select 'Other' and add your suggestion. Thanks for your time.

Answered: 58 Skipped: 0



Pedestrian / Cycle Improvements

The Parish Council supports the proposed off-site improvements to pedestrian and cycle lanes along Bridgwater Road, from Brittons Ash to Bathpool. The Parish Council requests that the proposed improvements between the Canal roundabout and Bathpool are amended to include a dropped kerb at the rear of the pavement to allow cyclists to continue down Dyers Lane and onto the canal towpath.

Area of Development to North of Monkton Elm Garden Centre (The Elms)

It is noted that the cycle / pedestrian lanes proposed for the area of development to the north of Monkton Elm Garden Centre will require the removal of the existing hedge along Monkton Heathfield Road. The Parish Council suggests that rather than removing the hedge, the cycle / footpath is placed behind the hedge. This would also enable the hedge to act as a screen for particulate matter from vehicle emissions for those using the path.

The Parish Council also questions whether there is a need for a footpath on Blundells Lane and to the northeast of the attenuation pond.

The Parish Council suggests that when the detailed reserved matters application for this area of development is submitted it should include the following:

- A community orchard to the northeast of the site. This was included in other plans previously submitted but has been removed.
- Screening along the boundary at the northeast of the development for the neighbouring properties.
- The location of the housing and allotment sites to the north are swapped to reduce the impact on neighbouring properties.
- Modifications to the culvert, ditch, and attenuation pond along Blundells Lane and under Monkton Heathfield Road are included. The increased water flow from the development into the existing infrastructure will overwhelm it, potentially flooding roads, and nearby property, as it is already at capacity.

District Centre

The District Centre, following no retail units being provided in MH1, is of significant importance to the wider community and it is therefore vital that the District Centre is completed, and units occupied by the time phase one is completed. Trigger points and financial bonds should be included in legal agreements in respect of the Development to ensure completion of the District Centre in phase one.

The Parish Council also expresses the following concerns in relation to the District Centre:

- Sufficient parking / vehicular access to the school must be provided. A drop off point for car and school buses is vital. If there is not sufficient provision, parents / carers will park vehicles in neighbouring residential streets or in the car parks of nearby local businesses.
- As outlined above, the modelling data assumes that no pharmacy will be delivered. There is a high local demand for a pharmacy / chemist.
- Where a retail / business unit is proposed, any residential property above must not have a restrictive covenant that restricts the use of the unit beneath, this was an issue in MH1 that resulted in the non-delivery of retail units.
- Sufficient parking needs to be provided in the District Centre for the proposed community use of pitches / hall / facilities outside of school hours.
- A sufficient footprint for the Community Hall needs to be provided for external storage alongside the main community hall building.

Phasing

The Parish Council believes that the following amendments are needed to the proposed phasing of the development:

- Access to the southern allotment site and scout hut land near Langaller should be delivered as part of phase one.
- The employment land should be delivered and comprehensively marketed in an earlier phase. Perhaps the use of HIF funding repaid from the Staplegrove development could enable the earlier delivery of employment land in phase one or two rather than in phase four. This would enable local employment opportunities for those people purchasing houses and residing in Langaller Park reducing the reliance on the car in line with the Garden Town Principles.
- All road improvements proposed between the A38 / Monkton Heathfield Road junction and Langaller Roundabout should form part of phase one of the development to ensure the safe crossing of children to the new school and pedestrian / cycle movements to the District Centre.

More generally, following the experiences from MH1 and the non-delivery of retail units and sports pitches, the Parish Council feels strongly that trigger points should be agreed for delivery of all obligations. The Parish Council would like to be consulted on the trigger points, including any re-negotiation of them. Once the trigger points are agreed they must be enforceable and financial penalties / bonds should be included in S106 agreement. This step will avoid a repeat of experiences in MH1.

Affordable and social housing must be delivered in the development of 25%. This should also be included in the S106 agreement and not be negotiable.

Allotments

The proposed allotment sites, both of which will be delivered in phase one, should be fenced off and a water and electric supply provided as early as possible. The southern allotment site should be provided with access as outlined in 'phasing' above.

Wetlands

It is noted that the Wetlands are being provided by the developer to satisfy the phosphate mitigation requirement of the Development. The phosphate mitigation provided by the Wetland will be required to be assured and in place for the next 80 / 100 years. As such the obligation / responsibility for the ongoing delivery of the phosphate mitigation by the Wetland should remain with the Developer.

Topsoil

As the existing use of the land is agricultural, a condition should be included whereby the top four inches of soil is removed and stored on site for use in each garden. This will enable each garden to have at least 200mm of topsoil which will enable growing of vegetables in support of declared climate emergency objectives.

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

280/23 To discuss and approve / note:

a) 2023/24 Annual Report

It was resolved to approve the 2023/24 Annual Report. Proposed by Cllr Munson, seconded by Cllr Hall and agreed with all in favour.

b) 2024-27 Strategic Plan

It was resolved to approve the 2024-27 Strategic Plan. Proposed by Cllr Ellis, seconded by Cllr Munson and agreed with all in favour.

c) Annual Parish Meeting – 26th March – Agenda / arrangements

Clerk summarised the agenda for the Annual Parish Meeting.

Clerk to organise refreshments and contact the PCSO to see if they are available to attend and enquire about a presentation on scams.

Banner for the event to be displayed.

281/23 MH Developments

a) MH2 Update; To consider and approve Joint Committee Terms of Reference and agree membership

It was resolved to approve the Joint Committee Terms of Reference as outlined below and the three members were agreed as Cllrs Haskins, Hall and Gage, proposed by Cllr Gage, seconded by Cllr Hall and agreed with all in favour.

Joint Committee of Creech St Michael Parish Council and West Monkton Parish Council Terms of Reference.

1.0 Introduction

Under Local Government Act 1972 s.101 (5) two or more local authorities may appoint a joint committee to discharge any of their functions that are not reserved for the sole decision of a single authority in legislation. The Joint Committee can authorise an officer employed by either authority to act on its behalf.

The Joint Committee is constituted to lead the response to and oversight of the Langaller Park Development (formerly known as MH2) on behalf of the Creech St Michael Parish Council and West Monkton Parish Council.

Nothing in these terms of reference shall prevent either Parish Council from dealing with a matter that might otherwise be dealt with by this Committee.

2.0 Membership & Quorum

Membership shall consist of a maximum of six Parish Council members elected annually, with each Parish Council contributing three members.

The Chair and Vice Chair of the Joint Committee shall be elected by the committee membership at the first meeting after the Annual Meetings of the Parish Councils.

Both Parish Council Clerks will attend meetings of the Joint Committee.

Non-Councillor members of the Joint Committee may be appointed from time to time if this is considered appropriate. These members will not have voting rights unless this is expressly approved.

A quorum shall consist of three Parish Council members, with at least one member from each Parish Council.

3.0 Areas of Responsibility

The Joint Committee has the delegated authority from Creech St Michael Parish Council and West Monkton Parish Council to:

- To act as the lead representative in all communication with the developer(s), Somerset Council and other interested key parties in respect of the development.

- To produce and deliver a community engagement plan annually to ensure that both parish communities have the opportunity to contribute to the plans for the development.
- To work with the developer(s), Somerset Council and other key parties to ensure that the development is delivered within the parameters of the planning application, the principles of the Taunton Garden Town Framework and the priorities of the Parish Councils' Neighbourhood Development Plans.
- To ensure that the Parish Councils are signatories to the relevant Section 106 agreement(s) for the development and that all parties to the agreements meet their obligations.
- To make recommendations for consideration by the individual Parish Councils to any amendments or alterations to the planning application or associated agreements.
- To be responsible for publishing, monitoring and reporting an annual financial plan to support the delivery of the community infrastructure and assets.
- To prepare reports considering the viability of aspects of the development for consideration by the individual councils, prior to the adoption of any infrastructure or assets.
- To be responsible for the delivery of community infrastructure and assets within the agreed schedule of facilities and assets as detailed in appendix A, including the recommendation of, budgets for consideration by the individual councils appropriate and lawful procurement processes for individual elements of infrastructure or the purchase of assets the appointment of contractors for the delivery of infrastructure or assets.
- To advise and make recommendation to the individual councils for expenditure of Community Infrastructure Levy (CIL) funds received from the development.
- To have oversight of the transfer of assets on their completion to a Management Company for ongoing management/maintenance and to appoint a Managing Agent for the Management Company.
- To make recommendations as to any professional and/or legal advice deemed necessary to ensure that the best interests of the Parish Councils are served.
- To establish sub-committees and working groups as and when necessary to assist in the work of the Joint Committee.

4.0 Joint Committee Meetings

A calendar of meetings will be published at the start of each year. Either Parish Clerk or the Chair of the Joint Committee may call additional committee meetings as and when necessary, to ensure that the Joint Committee fulfils its responsibilities. Only members of the Joint Committee may vote on agenda items, but other Councillors may attend in that capacity and may speak with the permission of the Chair but shall not be entitled to vote.

Decisions shall be reached via a vote and by a majority of votes cast by those present. A record shall be kept of any votes.

5.0 Authority to Spend

The Joint Committee is authorised to expend on items up to the amount of £1,000.00 (excluding VAT) in a single transaction. Expenditure incurred must be reported to the individual parish councils on a monthly basis.

Appendix A

Schedule of Facilities and Assets

- 2 of Allotment sites totalling 2.21ha
- Informal Public Open Space (POS) totalling 35.01ha including proposed woodland/scrub, SUDS and existing vegetation/woodland (includes on-site habitat enhancement and biodiversity enhancements).
- 1 of Neighbourhood Equipped Area for Play (NEAP) and 4 of Local Equipped Area for Play (LEAP).
- 5 of natural play areas (Trim Trails).
- A multi-use building within the allotment area.
- A Community Hall including a building measuring 25m x 35m (final specification to be agreed), car park space and outdoor space.

Clerk to request a meeting with Simon Fox, Somerset Council Planning Officer to discuss the S106 agreement and planning comments.

b) MH1 Update

Clerk provided an update in respect of the S106 agreement deed of variation and sign off by Somerset Council which is nearing completion.

It was agreed that regular meetings are required to talk through the remedial work required on MH1.

Cllrs to reply to email from Dan Mawer, Persimmon confirming their availability.

c) Hartnells Farm Development Update

Cllr Gage requested clarification of whether bird / bat boxes should have been included on properties in the Hartnells Development. Clerk to locate the approved plan.
There was nothing further to report in respect of the Hartnells Farm Development.

282/23 Permanent Pump at Bathpool Update

Cllr Haskins reported that a site meeting took place on 6th March with the Land Agent to review the land required to for the permanent pump installation.
Feedback from the land agent is awaited.

283/23 Sports Pitch Update

Cllr Hall reported that ploughing of the field is scheduled to take place next week.
Programme of ground works likely to commence in April. Cllr Besley is providing storage area for machinery for a two-week period.
Initial feedback on the pre-planning advice application has been received from the Planning Officer. Cllr Hall and Clerk to meet to review the feedback and respond to the Planning Officer.

284/23 Country Park and Somerset Wood

a) Somerset Wood; fundraising update, Poppy of Honour update

Cllr Hall reported that the QR code is still awaited but that information has been circulated by Taunton Chamber of Commerce to its members. Pledges are beginning to come in.
Tenders have been received in respect of the Poppy of Honour Pavilion; these will be considered once sufficient funds have been received to appoint a contractor.

b) D-Day Event Update

Cllr Hall reported that following his attendance at meeting of Taunton Town Council, match funding of £10,000.00 has been confirmed towards the costs of the event.
Responses are awaited from 40 Commando in respect of their presence / activity on the day. Services are being arranged with the dignitaries.

c) Country Park update; lottery grant application update, feedback from meeting re Orchard Land / Car Parking Arrangements.

Cllr Hall reported that the lottery grant application is being finalised and should be complete for submission in the next week.
Cllr Hall provided feedback from the meeting with the land agent regarding acquiring the Orchard Land to the south of the Country Park to provide a car park for the Country Park and Waterleaze pitches. The land agent is going to talk to the landowners and provide feedback to the Parish Council.
Cllr Gage requested that a schedule for ploughing the Country Park for the wildflower meadow is arranged.

285/23 Community Update

Assistant Clerk Community reported on the following:

Community Fridge – an additional 6 months has been agreed by the Somerset Community Foundation to spend the grant money awarded for the fridge expansion. Assistant Clerk Community to obtain quotes for a shed and installation to be approved at the next meeting.

Tug of War Event – meeting of group organising the event is taking place on Thursday 14th March at 7pm at the BACH.

Co-op Pioneer has confirmed that St Johns Ambulance would like to come along to our events to promote what they do. It was agreed to offer attendance at events scheduled to take place at the Country Park.

Clerk reported that the remaining Community Garden Orders will now be made for delivery as soon as possible.

286/23 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:

119mm of rainfall in February in Bathpool, 190mm in the hills. Only 7mm fell last year. February saw 213% of the long-term average.

The catchment was on flood alert four times in February and there was one flood warning. The Environment Agency attended four times in February to switch on the pump. There was 216 hours of pumping in February, but this ensured that no properties were flooded and there was only water in gardens. There was sewerage discharge on two occasions in February but on Bridgwater Road only.

Clerk to follow up plans with Wessex Water again.

During the month there were problems with the Environment Agencies recording equipment for river levels and an issue with the cameras around the flap gates. The Environment Agency are looking into the issues.

Network Rail undertook work on the ditch between Yew Tree Lane and the railway line. Pipes have been installed to take water away from properties.

It was noted that the Project Manager for the permanent pump has not been confirmed. Clerk to request a meeting with the Environment Agency when a response is received from the land agent.

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

Highways

The letter received from Somerset Council outlining the Highways Service offer to Parish / Town Councils was discussed. Clerk confirmed that the Lengthsman is happy to attend the training referenced in the letter in the summer. Clerk to respond to letter requesting further information.

Cllr Gage reported that he attended the Chapter 8 Training organised by Bridgwater Town Council and had noted that a yellow flashing light was needed for the ride on lawn mower and suggested that a book providing guidance on operating on / adjacent to the highway should be obtained. Clerk to order both.

Footpaths

Cllr Gage reported that the tree that was down across the footpath at Coombe Bottom had been cleared.

BACH

Clerk advised that an email had been received indicating that compensation is sought following a member of the Bridge Group falling from the kerb in the car park. Clerk to seek the advice of the insurance company and report back at the next Parish Council meeting.

Safe Routes to School.

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

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

Cllr Hope confirmed that he had 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 1.21K
- 14.4K post reach
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 400
- 24 new articles added in February.
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 2.8k post reach
- Business directory has details of 22 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 1110
- 1.2k post reach

Community Garden Facebook Page:

- Page likes/followers 144
- 521 post reach

Village News Contribution

- Developed by the Clerk's

Noticeboard Updates

- Updated noticeboards

Cllr Gage reported that copies of the Village News have been delivered to the pubs, Co-Op and the Garden Centre.

d) GDPR

Nothing to report.

Representatives on outside bodies/Response to Consultations:

e) West Monkton Village Hall Management Committee

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

f) The Spital Trust

Cllr Ellis reported that a meeting of the Spital Trust had taken place but there was nothing to report.

g) Any events at which WMPC was represented

Cllr Haskins reported that he had attended a LCN Chairs Meeting, feedback from the meeting will be provided at the next LCN meeting.

287/23 Finance

a) Quotations and Updates:

Dog poo bag dispenser

Three or four requested.

Option 1: Amazon £37.56 each

<https://amzn.eu/d/3UYaxGD>

Option 2: JRB Enterprises Limited £79.00 +VAT

<https://jrbenterprises.com/product/dog-bag-dispensers/>

It was agreed to purchase two dispensers from JRB Enterprises Limited.

Leaf Blower

Quotations from Western Bolt, London Power Tools and Garden Machines for a Stihl Leaf Blower were considered. It was agreed to place an order for the Leaf Blower with Western Bolt.

Proposed by Cllr Hall, seconded by Cllr Ellis 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

Receipts

Interest

Lloyds

Nationwide

PSDF

£27.64

£135.33

£1939.46 (January)

£1947.72 (February)

Somerset West Lottery (Community Fridge)

£32.50

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	184.09	No vat	184.09	d-d	Salaries and expenses	Pension
Employer contributions	138.08	No vat	138.08	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 (115 hours)	xx.xx	No vat	xx.xx	Bacs	Salaries and expenses	Salaries
HMRC Tax and NI Contributions	1645.84	No vat	1645.84	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	120.98	No vat	120.98	bacs	Environmental and Open Spaces	Lengthsman
Business all about you Climate Initiative PR WMPC 38	162.50	No vat	162.50	bacs	Environmental and Open Spaces	Environment / Community
Business all about you Climate initiative expenses	25.97	No vat	25.97	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)	30.15	No vat	30.15	Bacs	Salary and expenses	Expenses
(Stay and Play refreshments)	6.30	No vat	6.30			
Expenses claim K Welsh (Travel)	108.00	No vat	108.00	Bacs	Salary and expenses	Expenses
Expenses claim K Welsh (Easter egg hunt)	129.00	No vat	129.00	Bacs	Youth and Community	Youth and Community
Expenses claim B Gage (Hooks and blind fixings for the BACH)	31.66	No vat	31.66	Bacs	BACH	Other supplies / equipment
Expenses claim S Haskins (Community Garden)	45.44	No vat	45.44	Bacs	Community Infrastructure Levy	CIL Expenditure
(Travel)	16.20	No vat	16.20	Bacs	Salary and expenses	Expenses
Bridgwater Town Council (Chapter 8 Training – Cllr Gage)	157.00	31.40	188.40	Bacs	General Administration	Training
Expenses Claim K Welsh (Community Café sundries)	72.40	1.06	73.46	Bacs	Youth and Community	Youth and Community
Expenses Claim M Roseworn (Volunteer Companion mileage claim)	133.20	No vat	133.20	Bacs	Youth and Community	Youth and Community

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Expenses Claim B Gage (Travel and parking for training)	9.50	No vat	9.50	Bacs	Salary and expenses	Expenses
Expenses Claim A Hall (Parking and print cartridges)	8.00	No vat	8.00	Bacs	Salary and expenses	Expenses
	27.15	No vat	27.15	Bacs	General Administration	Sundry Admin
To note payment of:						
Direct Debit						
Invoice Tailored Auto Enrolment 11544 29/2/2024 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Pension
Invoice SWS 114207 2/3/2024 maintain gsuite	84.00	16.80	100.80	DD PAID	IT and Communications	IT and Communications
Invoice SWS 114149 web-lite hosting (MM) and standard mailbox 20/02/2024	30.00	6.00	36.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 114125 website hosting (westmonktonparishcouncil.gov.uk)	60.00	12.00	72.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 114241 (website protection – annual)	250.00	50.00	300.00	DD PAID	IT and Communications	IT and Communications
BACS						
Roman Glass – Community Garden Shed Glass	63.81	12.76	76.57	BACS PAID	Community Infrastructure Levy	CIL Expenditure
Western Bolt and Engineering – Grass cutting equipment	1024.91	204.98	1229.89	BACS PAID	Community Infrastructure Levy	CIL Expenditure
Tony Benger Landscaping Limited – Sports Pitch gate.	675.00	135.00	810.00	BACS PAID	Community Infrastructure Levy	CIL Expenditure

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

Transfer between accounts

None.

c) Budgeting report

The budgeting reports to 29th February were shared in advance of the meeting and the contents of the reports were noted.

288/23 Other matters for report only – items for discussion – no decision

Cllr Hall raised drainage for the trench at the Sports Pitches and suggested that it could drain into the Hyde Lane ditch and the ditch could drain into the Attenuation Pond.

Cllr Ellis reported that she had a small microwave available. Assistant Clerk Community agreed to ask members of the community groups to see if anyone needs one.

Cllr Munson raised the correspondence received from Somerset Council about sandbags no longer being provided. It was agreed that Feedback from Emergency Planning Workshop next week and PC actions including the consideration of sandbags will be added to the agenda for the next PC meeting.

Cllr Haskins thanked Cllr Hope for his work during his time as a Parish Councillor following Cllr Hope submitting a letter confirming that he will resign as a Councillor at the Annual Parish Meeting on 26th March.

a) Items for next meeting agenda - by Monday 1st April 2024 or Monday 15th April 2024

Noted

b) Dates to note over the next 14 days

Emergency Planning Workshop – 18th March PM

APM run through – 19th March at 9.30am

Complaints Panel meeting – 26th March at 10am

Annual Parish Meeting 26th March at 7pm

First Aid Training – 27th March

289/23 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

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

Audit Working Party: 26th April 2024 at 9.30am


Annual Parish Meeting: 26th March 2024 at 7pm

BACH Committee 4th June 2024 at 7pm

Sports Pitch Committee TBC

Somerset Wood Joint Committee TBC

There being no further business to discussed, the meeting ended at 9.55pm



Signed Chairman:

Date: 9th April 2024