



West Monkton Parish Council

ADOPTED

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

Present: Cllrs Besley, Cavill, Chapman, Ellis, Gage (from 8.15pm), Munson, Haskins and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs K. Welsh, Assistant Clerk Community, Mr K Perry, Bathpool Flood Warden, Mike Batsch, Cheddon Fitzpaine PC, Sammie Millard-Jones, Cheddon Fitzpaine PC, and 2 members of the public.

67/24 To receive any apologies (with reasons), introductions with responsibilities.

Apologies were received from Cllr Gage although Cllr Gage arrived at 8.15pm.

68/24 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.

69/24 To adopt the minutes of the Parish Council meeting on 25th June 2024

The minutes from the Meeting of the Parish Council on 25th June 2024, having been previously circulated, were taken as read. Subject to amending the minutes to include apologies from Cllr Ellis, it was resolved to adopt the minutes of the Parish Council meeting on 25th June, proposed by Cllr Besley, seconded by Cllr Cavill and agreed by show of hands.

70/24 To note Clerk's report and Assistant Clerk (Community) report.

Clerk's Report:

General Admin:

- SID installed at Milton Hill, results downloaded and circulated. SID now installed on Monkton Heathfield Road. All SID results passed to Road Safety Team at Avon and Somerset Police. Requested install on WRR now adopted – street lights aren't adopted, looking at other posts. Install at Bathpool, pictures of possible posts awaited from Cllr Tully.
- Liaised with the Environment Agency regarding Bathpool pumps.
- Developed Administrative and Events Assistant job description, person specification, advert and application form. Advertised role on website. Bethan has shared on Facebook and Monkton Matters. Closing date 8th July.
- Submitted Somerset Council Chair Community Award Nomination for Alan Hall.
- Yallands Hill feasibility study – inaugural meeting of SC on 18th July
- Somerset Council Highways reports:
 - Gotton Lane steel plate
 - Gullies and pavements on Bridgwater Road.

Community Review Project

- Topic options consultation at events during June. Topics submitted to CCS.
- Further meeting of Steering Group took place following completion of third training session. Questions for each of the topics identified.
- Questions to be finalised by email prior to deadline on 15th July.

- Next meeting of Steering Group scheduled for 19th August.

Finance / Payroll:

- Making payments / placing orders.
- Managing / inputting Accounts using Scribe.
- July payroll and finance reports and grant spend records.
- Transferred £100k from Lloyds to PSDF.
- Updated and published financial regulations following Internal Audit recommendation.
- External audit paperwork completed and submitted to the External Auditor.
- D-Day overview of finances, paying invoices, orders, paying cash received into bank and raising invoice for TTC contribution.
- Community Fridge expansion, shed deliver, liaising with contractor for installation, ordered racking.
- Acceptance of community fridge grant money returned.
- Bleed control kits ordered.
- Q1 finance reports, £500 spend report, bank rec, VAT reclaim.
- Developed sponsorship / grant policy for consideration by Audit Working Party.

Tug of War Event:

- Finalised risk assessment for event for approval by the PC.
- Calculate stock cost for day time and evening elements of the event. Purchased bar items.
- Set up, help during the event and tidy up.
- Calculate takings and attribute to day time / evening event. Pay money into bank.

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

- Poppy of Honour QR code wording on welcome screen added.
- Liaised with land agent regarding Orchard land, meeting scheduled for 10th July.
- Review lottery grant terms and conditions. Developed Whistleblowing Policy. Completed acceptance letter and returned to the lottery.
- Joint meeting with CFPC, agenda and notes from meeting.
- Met with the Planning Officer to understand which elements of the lottery application require planning permission.
- Requested quotations from planning consultants to oversee planning application.
- Meeting with Lottery Funding Officer on 8th July.

Junior Football Pitches

- Enquiries regarding Waterleaze Football pitch and Bridgwater Road football pitch.
- Liaised with the FA and Planning Officer

Sports Pitches

- Liaised with Planning Officer and FA.
- Liaising with Stone and Partners to develop planning application for submission.

MH1

- Regular catch ups with Dan Mawer from Persimmon to receive updates on progress / raise issues.
- Raised Ragwort, confirmation received that PC can arrange removal and invoice Persimmon.
- Liaised with Persimmon regarding transfer and the inclusion of a bond for play park remedials and tree works.
- Liaised with First Port Managing Agents
- Developed an address list for all properties in MH1.

MH2:

- Arranging a further catch up meeting with Planning Officer.

BACH:

- Invoices / accounts.
- Liaised with insurers regarding public liability incident.
- Organised painting of Activity Hall in August.
- Next BACH Committee meeting scheduled to take place on 15th October at 7.30pm.

Meetings last month:

4th June – Agenda run through meeting
 4th June – Sports Pitch meeting with Stone and Partners
 4th June – BACH Committee Meeting
 5th June – Junior Pitch Survey meeting
 5th June – D Day Event set up
 6th June – D Day Event
 7th June – D Day Event tidy up
 11th June – PC meeting
 12th June – LGR Session
 12th June – Stay and Play / Community Café cover
 13th June – Stay and Play cover
 13th June – Country Park meeting with CFPC.
 14th June – MH1 catch up
 18th June – Agenda run through meeting
 18th June – TOW event meeting.
 19th June – LCN Meeting
 21st June – Shed delivery
 25th June – Meeting with Simon Fox re CP Lottery Grant / Planning
 25th June – PC Meeting
 26th June – Tug of War marking out at CP
 27th June – MH1 Catch Up
 27th June – Community Review Steering Group Meeting
 28th June – Tug of War Set up
 29th June – Tug of War Event
 30th June – Tug of War tidy up.

Meetings this month:

2nd July – Agenda run through meeting
 3rd July – Shed install
 4th July – SLCC Branch Meeting at Avalon Marsh
 8th July – CP Lottery Funding Meeting
 9th July – PC Meeting
 10th July – LGR Session
 10th July – Orchard Land Meeting
 10th July – Stay and Play / Community Café cover
 16th July – Agenda run through meeting
 18th July – TOW Finance Meeting
 19th July – Audit Working Party Meeting
 23rd July – PC Meeting
 29th July – 5th August inc – Annual Leave

Assistant Clerk's Report:

Community - General

- 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
- Regular meeting with Monkton Wood pupils which this month has been around the Summer 'Youth Café' Project. Support to develop flyers and posters with group.

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.

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.
- Promote community events
- Run 'Repair Café' on third Wednesday of each month – contacting members of the public about various repairs and liaising with the team.
- Supported Rev Jim Cox at the Bereavement group.

Community Garden

- Community Garden group meet regularly at the BACH
- Update A boards with wellbeing message and jobs need doing at the garden
- Organised Community Service Team to attend the garden to support the work of the volunteers.

Community Events

- Liaising with Bethan Turner for promotion of Events
- Maintained list for disabled parking for D-Day Event
- Organisation, planning and preparation for D-Day Event
- Prepare and organise quiz night 26/6/24
- Organisation, planning and preparation for Tug of War Event
- Dealing with last minute issues relating to events and organising volunteers during run up to and day of events
- Planning and preparing for Summer Food Project with volunteers and young people
- Organising card machines for the community events with Kev Smith.

Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with a number of clients via the village agent in the community.
- Developing database with names and details of those people that the companion volunteer supports and organising initial first meetings.
- Managing list of those supported through the companion volunteer scheme to ensure all referrals from village agent are appropriate.
- Supporting and managing event volunteers in the run up to and during events.
- Dealing with queries and concerns from volunteers as they arise.

Meetings, Events and Groups

4/6/24	Agenda Run Through Meeting
5/6/24	Preparation and set up for D-Day Event
6/6/24	D-Day Event
7/6/24	Clear Up – D-Day Event
10/6/24 to 17/6/24	Annual Leave
18/6/24	Agenda Run Through Meeting
18/6/24	Tug of War Event Meeting
19/6/24	Stay and Play and Community Café/Repair Café
20/6/24	Stay and Play Group
20/6/24	Monkton Wood Group Meeting
21/6/24	Community Review Training

25/6/24	Meeting with resident at Allotments
25/6/24	West Monkton Parish Council Meeting
26/6/24	Stay and Play and Community Cafe
26/6/24	Community Quiz Night
27/6/24	Stay and Play
27/6/24	Community Review Meeting
28/6/24	Set Up for Tug Of War Event
29/6/24	Tug of War Event
30/6/24	Clear Up from Tug of War Event

71/24 Somerset Council report from Cllr Cavill

Cllr Cavill reported on the following:

General Election- due to the pre-election period a lot of meetings were postponed until after the election.
Suez – waste collection operators – Suez were awarded a 10 year contract in 2020. Suez are experiencing serious cost problems, mainly due to the increased costs of drivers. Suez triggered the notice to officers if agreement can't be reached. There is a proposal going to executive next week for the next 6 years. £47m money spread over the 6 years. If agreed Suez will likely continue. Smaller sum increase this year and then larger increases thereafter.

LCN Highways Working Group – meeting took place today – The Head Officer of highways. Price list from highway contractor will soon be available which will be useful to compare for any work that the Parish Council would like to do in the parish. A Highway Scheme pack, including all highways work scheduled has been prepared for each LCN. Clerk to circulate a copy.

Grit bins – Somerset Council are supplying grit again this year. PC needs to confirm the levels of bins.

Ragwort – Clerk to report area of ERR that is adopted. Cllr Besley confirmed that he has met with Persimmon to discuss ragwort and is carrying out work to remove it. Clerk to write letter to Greenslade Taylor Hunt regarding ragwort on the land adjacent to the Canal that they recently marketed and a letter to Coker engineering. Clerk to also report areas adjacent to WRR / Yallands hill on the CP side to Somerset Council. It was agreed that Cllr Besley would arrange the cutting of the area around Yallands Hill at a cost not exceeding £150.00.

Steel plate at Gotton Lane – raised at LCN Highways Working Group meeting and a video shared. Officers taking away to deal with.

Number 12 bus – no news – waiting for response from John Perrot at Somerset Council.

72/24 Hestercombe LCN Update

Cllr Cavill reported that the annual report for Hestercombe LCN was reviewed at the meeting and the priorities were picked for the coming year, including highways and children and young people.

Parish Councils encouraged to take forward flood prevention initiatives with FWAG directly and individually rather than collectively as an LCN.

Public Question Time

Cllr Haskins raised the overgrown footpath from the railway bridge in Bathpool to houses and on the other side of the road between the canal bridge at the Bathpool Inn.

Clerk and Cllr Cavill to report to Somerset Council.

Cllr Chapman raised the overgrown hedge on Blundells Lane to the Hartnells roundabout (already reported to Somerset Council) and on Bridgwater Road from Brittons Ash to the garage.

Cllr Besley to raise with Persimmon or instruct Mowgate to cut the hedge.

A member of the public raised concerns about grass cutting in MH1, a number of areas, particularly on Pippin Lane and the footpath to the play area have been missed. Also concerns about broken play equipment – Cllr Haskins confirmed that a bond has been requested as part of the handover in case the repair works are not completed by Persimmon / Redrow as agreed.

Clerk to request a site visit with Persimmon prior to handover.

A member of the public asked if homeowners can form their own management company to manage the open spaces in MH1. Clerk confirmed that the Management Company will be made up of homeowner directors.

Cllr Besley requested that the Lengthsman strims around the village signs on Blundells Lane and Dosters Lane.

Clerk to liaise with Parish Lengthsman.

Cllr Besley asked whether the lampposts on Monkton Heathfield Road could be used for banners for advertising parish events. Cllr Cavill confirmed that using adopted lampposts would require a licence from Somerset Council.

Clerk to investigate with Somerset Council.

73/24 Planning

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

Cllr Cavill, as a member of the Somerset West Planning Committee did not take part in discussions of the planning applications to avoid fettering his discretion.

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.

Tree and Ecology Overlay Plan submitted 12th June 2024.

It was agreed to make additional comments in respect of the MH2 planning application about the Tree and Overlay Plan, objecting to the proposed removal of mature trees to allow the building of the proposed spine road. The trees are subject to TPOs and their removal may impact on bat roosting. Clerk to draw the Somerset Council Tree Officer and Ecology Officer's attention to the plan.

It was also agreed to add an article to Monkton Matters and to the PC Facebook page drawing attention to the proposal and encouraging members of the public to submit their comments.

Clerk confirmed that a catch up with the Planning Officer, Developers Consultant and CSM PC is scheduled to take place on 18th July at 6pm.

Hartnells Development

Cllr Haskins requested that the PC take another look at the phase 4 planning application, particularly at the impact of any proposed properties on the west side of the development on existing properties in Greenway.

Hartnells S106 DoV re crossing points.

The Parish Council made the following comments in respect of the revised proposals:

The PC is supportive of the changes to the Monkton Heathfield Road element to incorporate friction surfacing but raised concerns regarding the additional Milton Hill proposals including:

- The width of road on Milton Hill at its junction onto Monkton Heathfield Road. A number of school buses use this junction and already struggle with manoeuvring around the bell mouth of the junction. Widening the pavement and reducing the width of the road will only exacerbate this issue.
- The PC doesn't currently consider that there is a need for an uncontrolled crossing point at the proposed location on Milton Hill and suggests that the need for the crossing point will only come with the future West of Greenway Development and therefore any required pavement / crossing improvements should be identified and be required as part of that development. The PC is of the view that there is not a need for this crossing point now and it would be better to spend money on crossing points that are needed/ will be used for active travel routes, for example at Yallands Hill near the junction with the Western Relief Road.
- The visibility sight line for the Milton Hill uncontrolled crossing refers to it being based on a 20mph speed limit but the speed limit on Milton Hill is 30mph.

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

Noted

74/24 Community Update

a) Tug of War Event feedback

A discussion took place sharing feedback on the Tug of War Event. The event was well organised, the space was used well and the community enjoyed the event. CSMPC were a really good partner and were hands on with setting up, during the event and tidying up after. More advertisement for future events is needed including posters in all areas around the CP, in particular in Nerrols and Waterleaze. The banners also need to be less busy. The open mic session could have also been more structured.

Assistant Clerk Community to investigate adding an advert to Link Up – a church magazine delivered to the villages and into advertising with the Town Council.

Takings from the event were summarised. Councillors stated their preference that any surplus from the event is held to fund an event next year.

b) Summer Food Project update and approval of spend.

Assistant Clerk Community shared a poster about the Summer Food Project developed by students from Monkton Wood Academy and summarised progress. It was proposed by Cllr Besley, seconded by Cllr Ellis and agreed with all in favour that £500.00 could be spent on items for the project from the Community Fridge budget line.

Assistant Clerk Community confirmed the intention to develop a Youth Café to take place each week after the Community Café on a Wednesday from September.

Cllr Batsch suggested contacting Aurora Fox in Minehead who teach catering skills to young people. Cllr Batsch to provide Assistant Clerk Community with the contact details.

c) Dog Show event on 1st September overview.

Assistant Clerk Community provided an overview of the Dog Show event that is taking place on 1st September at the Country Park.

The event is running from 11am until 4pm. Posters have been developed. A plan of the space at the Country Park was shared.

One marquee to be set up for refreshments. The rest will be set up by St Giles.

There will be a £3 charge for parking. Parking at own risk notices to be developed.

Assistant Clerk Community to make enquiries about recycling bins and borrowing speakers for the PA system. Toilets to be hired for the event.

Set up for the event will take place the day before and tidying up immediately after.

A planning meeting to be arranged with St Giles approximately one month prior to the event to confirm / review details and arrangements.

75/24 Country Park

a) CFPC and WMPC future management of the Country Park; Mike Batsch, CFPC in attendance

Cllr Gage joined the meeting.

Cllr Mike Batsch and Sammie Millard-Jones from CFPC were in attendance at the meeting. The minutes from a CFPC Extraordinary Meeting that took place on 25th June were shared in advance of the meeting. Cllr Batsch provided an overview of the meeting that focus on the Country Park, the lottery funding and provided a project overview. A flyer about the meeting was delivered to every property in the parish prior to the meeting.

During the meeting, members of the community acknowledged that the Country Park was an asset of benefit to the local community and expressed an expectation that CFPC retain a level of control.

As the meeting it was resolved that:

'Cheddon Fitzpaine Parish Council will pay the £6k donation pledged for the Parish Council's current financial year and thereafter continue sharing with West Monkton Parish Council the MCP-related costs incurred by the two parish councils on the basis of a pro-rata split according to the number of band D properties in each parish up to a maximum amount to be agreed by CFPC at its annual precept-setting meeting and subject to CFPC's retaining an acceptable level of control over the direction of the MCP project'.

A discussion followed covering the following points:

- That the lottery funding / project will be overseen by WMPC. That CFPC are fully supportive of all elements of the lottery application. Cllr Batsch and West to be a point of contact between meetings if required. WMPC to keep CFPC updated with progress on lottery application.
- Previous agreement 50/50 on capital and band D equivalent on revenue. Proposal is band D equivalent for all costs up to a maximum amount to be agreed by CFPC at its annual precept-setting meeting.
- The future expansion of the Somerset Wood is likely to have quite substantial capital costs in the future and the need to consider the ongoing management when the CP / SW is extended.
- Fundraising activities being undertaken by CFPC.
- Cllr Batsch Costs to PCs less and less as grant funding achieved.

WMPC were supportive of carrying on the management of the CP on the basis of the CFPC resolution for the time-being but acknowledged the need to review this as / when the Country Park and Somerset Wood expands.

b) Feedback from Lottery Grant Meeting on 8th July

Clerk provided feedback from the Lottery Grant meeting on 8th July.

The grant start date has been agreed as 1st September. 6 months of revenue costs will be released and be paid shortly after the lottery start date.

A new cost centre and codes will be created on Scribe to reflect the application budget.

The plan is to move forward with the recruitment of the volunteer coordinator as soon as possible and the job description / person specification will be developed for approval and advertisement as soon as possible.

It was agreed at the meeting that the communication / marketing money in the application can be used to develop a standalone website. A quote will be obtained for approval. The website will include a photo gallery of how the lottery money is spent. The website will also include information about how to volunteer and a sign up form as well as a feedback form for those attending / using the Country Park.

Evaluation needs to start immediately and a question focused on volunteer experience will be added to the community review survey to provide baseline data.

In terms of the capital items, planning permission is needed and a quotes for professional services to support with this is included in the finance report.

At least 3 quotes will need to be obtained and considered by the PC in respect of all capital items, upon approval and completion of the works a copy of the invoice from the contractor will be sent to the lottery with a claim form and payment will follow promptly.

Publicity is now needed about achieving the lottery funding, the Clerks are working with Bethan on this.

76/24 MH1 POS; transfer document update

Clerk provided an update on the transfer document following its discussion at the last meeting. Feedback on the request for bonds for the play park remedials and tree works to be included in the transfer document is awaited from Persimmon and Redrow.

Councillor Directors of the Management Company to be discussed and agreed at the next PC meeting.

Cllr Cavill reported that the Junior Football pitch adjacent to Bridgwater Road and the area of land between Farriers Green and School Road are being discussed by the Somerset Council Infrastructure Board on 11th July. Advice from Somerset Council is that it is possible to use the land between School Road and Farriers Green for allotments under a licence that lasts for 364 of 365 days a year.

77/24 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:

50% of the normal rainfall fell in June and reservoirs are 99% full.

Clerk provided an update on the permanent pumps at Bathpool.

Cllr Cavill confirmed that he is still making enquiries regarding the ownership of the land behind Bridgwater Road properties.

b) 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 1.3K
- 22.1K post reach
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 448
- 12 new articles added in June
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 3k post reach
- Business directory has details of 22 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 1100
- 1.1k post reach

Community Garden Facebook Page:

- Page likes/followers 161
- 4.8k post reach

Village News Contribution

- Developed by the Clerk's

Noticeboard Updates

- Updated noticeboards

c) GDPR

Nothing to report.

Representatives on outside bodies/Response to Consultations:

d) West Monkton Village Hall Management Committee

Cllr Tully reported that a bleed control kit is now available at the defibrillator and that the Village Hall Management Committee AGM is scheduled to take place on 22nd July 7.30pm.

e) The Spital Trust

Cllr Ellis reported that a gas boiler has been replaced in one of the almshouses.

f) Any events at which WMPC was represented

Cllr Haskins reported that he attend a SALC Meeting. The new CEO is in place and SALC are recruiting a new Health and Wellbeing Officer. Cllr Haskins is now the Vice Chair.

78/24 Administrative and Events Assistant Role and Recruitment Update

Clerk reported that the closing date for the vacancy was 5pm on 8th July. Seven applications have been received. Shortlisting will take place on Thursday 11th July at 2pm with the intention of interviews being carried out on Friday 19th July.

Clerk reported that QSS IT will re-purpose the available laptop for the new recruit.

79/24 Finance

a) Finance Report

Quotations and Updates:

Country Park Planning Application Consultants

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Quotes requested from Reed and Holland and Collier Planning.

Reed and Holland – carried out a review of the change of use application in respect of the CP and have concluded that proposals in the lottery application can be developed to submit to discharge of planning conditions on the change of use consent. Reed and Holland have developed a fee proposal based on the following:

- Discharge planning conditions 2, 3, 4 and 5 as defined in the approved planning application.
- Provide details of the proposed disabled car park, fencing / screening for volunteer's area including two storage units and CCTV, accessible pathways, a compostable toilet, litter bins and benches.
- Define proposals within a coordinated site plan that will define the access and maintenance routes within the CP.
- Produce a scheme which satisfies all the requirements in order to submit a planning application to discharge the matters above. Reed and Holland don't see the need for a full planning application as most elements fall within condition 5 and are considered as Permitted Development under GDPO 2015.

Estimated fee £4300.00 + VAT.

Collier Planning – can assist with preparing and submitting a planning application but they do not prepare the plans and supporting documents themselves – so these would be required in addition. Fees are based on an hourly rate of £175.00 plus VAT. Based on the scope of the work a fee of up to £1250 + VAT has been quoted. Additional fees for others to develop / supply plans would also be required at additional cost.

Resolution to proceed with quote provided by Reed and Holland
Proposer Cllr Munson, Seconder Cllr Chapman and agreed with all in favour.

Round Britain ERIB Donation

Consider making a £100 donation to Harry Besley's attempt to travel around the UK on a Rigid Inflatable Board with an electric engine.

All surplus funds will be donated to a maritime charity after the event including proceeds from kit auction.

Proposer Cllr Ellis, seconder Cllr Cavill and agreed with all in favour (Cllr Besley abstained)

Community Fridge Flooring

Quote from Bathpool Flooring to be confirmed.

£60.00 quoted – fitting only. Quote approved. Work to be carried out on Thursday at 5.30pm

Priorswood Library PC Contribution

PC agreed to reduce amount of financial support to Priorswood Library from £3000 per year to £500.00 per year now that Taunton Town Council is in place. Town Council encouraged Somerset Council to apply for funding.

Somerset Council applied for funding from a new Taunton Town Council fund, but they weren't successful.

Somerset Council have applied again to the Town Council and have been successful.

Invoice to WMPC £500.00 contribution to follow shortly.

- 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.
- Farriers Green Rear Entrance - Somerset Council have agreed that the Parish Council can obtain quotes for the work to the Farriers Green rear entrance. In the process of obtaining quotes for consideration at the next meeting.

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	£28.65
Nationwide	£141.02
PSDF	£1960.50
Unity Trust Bank (Quarterly interest)	£261.64
Somerset W Lottery (Community Fridge)	£20.50
North Curry Parish Council (Tug of War Event Contribution)	£200.00
D Day Event Bar Proceeds (Card Payments)	£1312.01
D Day Event Bar Proceeds (Cash Payments)	£597.40
Somerset Council (Street Trading Licence Reimbursement)	£87.00
WI (Poppy of Honour Donation)	£50.00
Dunkirk House (D Day Event contribution)	£100.00

Payments

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
To authorise payment of:						
Employee pension contributions	185.75	No vat	185.75	d-d	Salaries and expenses	Pension
Employer contributions	139.32	No vat	139.32	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 29	XX.XX	No vat	XX.XX	Bacs	Salaries and expenses	Salaries
HMRC Tax and NI Contributions	1558.74	No vat	1558.74	bacs	Salaries and expenses	Salaries (partly off-set against credit held by HMRC)
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	247.25	No vat	247.25	bacs	Environmental and Open Spaces	Lengthsman
Business all about you Climate Initiative PR WMPC 41	300.00	No vat	300.00	bacs	Environmental and Open Spaces	Environment / Community

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
QSSIT regular maintenance / monthly sub	25.40	5.08	30.48	bacs	IT and Communications	IT and Communications
Expenses claim A Shepherd (Travel)	43.65	No vat	43.65	Bacs	Salary and expenses	Expenses
(Replacement BACH Gate Padlock)	21.99	No vat	21.99	Bacs	BACH	Supplies / equipment
(Community café refreshments)	4.50	No vat	4.50	Bacs	BACH	Community Events / initiatives
(BACH cleaning supplies)	0.65	No vat	0.65	Bacs	BACH	Cleaning supplies
Expense claim K Welsh (Travel) (May)	123.30	No vat	123.30	Bacs	Salary and expenses	Expenses
Expenses claim K Welsh (Travel) (June)	162.90	No vat	162.90	Bacs	Salary and expenses	Expenses
Mr. K Perry (Internal Audit)	150.00	No vat	150.00	Bacs	General Administration	Audit
Travis Perkins (Tower Light hire – D Day event)	492.00	98.40	590.40	Bacs	Youth and Community	D-Day event at the Country Park
Travis Perkins (Crowd barrier hire – D Day event)	359.86	71.97	431.83	Bacs	Youth and Community	D-Day event at the Country Park
Travis Perkins (Bulk bags and fencing pins)	134.48	26.90	161.38	Bacs	Youth and Community	Community Events
SALC (Councillor Training)	28.00	No vat	28.00	Bacs	General Administration	Training
Mowgate (Hedge cutting Country Park)	225.00	45.00	270.00	Bacs	Country Park	Country Park
Kevin Stratton Production Services (Generator hire)	165.00	No vat	165.00	Bacs	Youth and Community	D Day event at the Country Park
Kevin Stratton Production Services (Supply of Artist – Blue Moon)	250.00	No vat	250.00	Bacs	Youth and Community	D Day event at the Country Park
Kevin Stratton Production Services (Supply of Starlink System)	70.00	No vat	70.00	Bacs	Youth and Community	D Day event at the Country Park
Kevin Stratton Production Services (Supply of Artist – Donation to Taunton Gangshow)	100.00	No vat	100.00	Bacs	Youth and Community	D Day event at the Country Park
Kevin Stratton Production Services (Production Management)	1000.00	No vat	1000.00	Bacs	Youth and Community	D Day Event at the Country Park
Margaret Roseworn (Companion Volunteer Travel Expenses)	86.85	No vat	86.85	Bacs	Youth and Community	Youth and Community General
Travis Perkins (Board for TOW signs)	94.05	18.81	112.86	Bacs	Youth and Community	Community Events
Event Paramedic Services (D Day Event)	1200.00	No Vat	1200.00	Bacs	Youth and Community	D Day Event at the Country Park
Enigma Morris (Morris dancing Tug of War Event)	50.00	No VAT	50.00	Bacs	Youth and Community	Community Events
Stone and Partners (Sports Pitch Planning application charges)	1125.00	225.00	1350.00	Bacs	Environmental and Open Spaces	Sports Pitches
Travis Perkins (Tug of War Event items)	70.36	14.06	84.42	Bacs	Youth and Community	Community Events

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Transporters (Band for Tug of War evening)	350.00	No Vat	350.00	Bacs	Youth and Community	Community Events
Travis Perkins (Tug of War items)	2.76	0.55	3.31	Bacs	Youth and Community	Community Events
Ottery Brewery (Bar for Tug of War event)	283.09	56.62	339.71	Bacs	Youth and Community	Community Events
Somerset Council (Dog bin emptying and grass cutting)	839.66	167.93	1007.59	Bacs	Environmental and Open Spaces	Open Space Maintenance
K Welsh Expenses Claim (Community café sundries)	17.37	No vat	17.37	Bacs	BACH	Community events / initiatives.
Bere Cider Company (Cider for D Day and Tug of War events)	240.00	No vat	240.00	Bacs	Youth and Community	Community Events
S Haskins Expenses Claim (Mileage)	13.95	No vat	13.92	Bacs	Youth and Community	Community Events
(Fuel for generators for TOW)	59.45	No vat	59.45	Bacs	Youth and Community	Community Events
(Blackboard Paint for TOW)	25.28	No vat	25.28	Bacs	Youth and Community	Community Events
(Digger for TOW trench)	60.00	No vat	60.00	Bacs	Youth and Community	Community Events
T Brown Expenses Claim (Graffiti removal materials)	304.34	No vat	304.34	Bacs	Environmental and Open Spaces	Open Space Maintenance
SLCC (Youth Engagement Summit – Assistant Clerk Community)	65.00	13.00	78.00	Bacs	General Administration	Training
Lee Pope (Community Shed Install)	350.00	No vat	350.00	Bacs	Community Infrastructure Levy	CIL Expenditure
To note payment of:						
Direct Debit						
Invoice Tailored Auto Enrolment 12208 29/6/2024 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Pension
Invoice SWS 114975 2/7/2024 maintain gsuite	84.00	16.80	100.80	DD PAID	IT and Communications	IT and Communications
Invoice SWS 114920 20/6/2024 Hosting monthly plan	60.00	12.00	72.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 114898 web-lite hosting (MM) and standard mailbox 20/06/2024	30.00	6.00	36.00	DD PAID	IT and Communications	IT and Communications
Three (Business Mobiles)	20.00	4.00	24.00	DD PAID	IT and Communications	IT and Communications
EMS (Card Payment System)	47.59	No vat	47.59	DD PAID	Youth and Community	Community Events

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
<u>Debit Card</u>						
HeartSafe AED Locator (Bleed Control Kits – purchased approved at 11/6/24 meeting)	595.80	113.60	709.40	Debit Card Paid	Community Infrastructure Levy	CIL Expenditure
Sainsburys (Tug of War Refreshments)	210.58	No vat	210.58	Debit Card Paid	Youth and Community	Community Events
Microsoft (IT Software)	49.99	10.00	59.99	Debit Card Paid	IT and Communications	IT and Communications
Amazon (Laminating pouches)	14.12	2.82	16.94	Debit Card Paid	General Administration	Sundry Admin
<u>BACS</u>						
Signs Express (D Day large sign boards)	390.19	78.04	468.23	BACS Paid	Youth and Community	D Day Event
Litfad (Community fridge racking – approved on 11 th June)	248.92	No vat	248.92	BACS Paid	Community Infrastructure Levy	CIL Expenditure
Brandon Hirestation (Portable toilets – Tug of War event)	455.00	91.00	546.00	BACS Paid	Youth and Community	Community Events

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 Besley, seconded by Cllr Chapman and all agreed by show of hands.

Costs to create boxes for storing marquee poles / fittings approved.

Transfer between accounts

- £100000.00 from Treasurer Account (Lloyds) to PSDF – 4 transfers of £25000.00

b) Budgeting Report (incorporating BACH Accounts)

The budgeting reports to 30th June were shared in advance of the meeting and the contents of the reports were noted.

80/24 Other matters for report only – items for discussion – no decision

Cllr Besley reported the Ragwort in the Country Park between the trees and a plan for removal of the ragwort was discussed and agreed.

Cllr Gage raised the regular cutting of the arena in the Country Park for events. Assistant Clerk Community to contact Jo Peason to ask the volunteers to regularly cut the area.

a) Items for next meeting agenda - by Monday 15th July or Monday 5th August 2024

Noted

b) Dates to note over the next 14 days

Orchard Land meeting 10th July at 12noon
Shortlisting 11th July at 2pm
Agenda run through meeting 16th July at 9.30am
MH2 catch up 18th July at 6pm
AWP 19th July at 9.30am
Interviewing 19th July PM
TOW finance 22nd July at 7pm
PC meeting 23rd July at 7pm

Confidential Session

81/24 Country Park Continued

Land acquisition for Somerset Wood

Cllrs agreed for Cllr Cavill to continue discussion / negotiations on behalf of the Parish Council.

82/24 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2024: 13th Aug, 10th Sep, 8th Oct, 12th Nov, 10th Dec.

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

2024: 23rd Jul, 24th Sep, 22nd Oct, 26th Nov.

Audit Working Party: 19th July 2024 at 9.30am

Annual Parish Meeting: TBC March 2025 at 7pm

BACH Committee 15th October 2024 at 7pm

Sports Pitch Committee TBC

Somerset Wood Joint Committee TBC

There being no further business to discussed, the meeting ended at 21.50pm

Signed Chairman:



Date: 23rd July 2024