



West Monkton Parish Council

## ADOPTED

Minutes of the Meeting of West Monkton Parish Council held on Tuesday 22<sup>nd</sup> October 2024 at 7.00pm.

**Present:** Cllrs Haskins, Chapman, Ellis, Cavill (until 9.35pm) Gage and Tully.

**In attendance:** Mrs A Shepherd, Clerk, Candy Sully, CP Volunteer Coordinator, Bethan Turner, Business All About You and approximately 12 members of the public.

**151/24 To receive any apologies (with reasons), introductions with responsibilities.**

Apologies were received from Cllrs Besley, Cronshaw and Munson and Assistant Clerk (Community).

**152/24 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.

**153/24 To adopt the minutes of the Parish Council meeting on 8<sup>th</sup> October 2024.**

The minutes from the Meeting of the Parish Council on 8<sup>th</sup> October 2024, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 8<sup>th</sup> October, proposed by Cllr Chapman, seconded by Cllr Ellis, and agreed by show of hands.

**154/24 Hestercombe LCN update; feedback from Working Group meetings.**

Clerk reported the during a Somerset Council / Clerks update meeting a presentation was received about the development of the new Somerset Local Plan. During the presentation it was confirmed that the development of the new local plan could take up to 5 years.

Clerk also reported that a SALC Parish / Town Council Conference is taking place on 13<sup>th</sup> November. Clerk and Cllr Haskins will attend on behalf of the Parish Council.

An update was received from Assistant Clerk Community in advance of the meeting providing feedback from the CYP Working Group. The Working Group are looking at applying for a SALC Wellbeing Grant to employ a group to hold preliminary discussions with young people around the parishes about what they feel is needed going forward for the LCN area in relation to youth provision. This could lead to the application for a larger grant which would need match funding from parishes to deliver this youth provision. LCN CYP Working Group are asking parishes if they can earmark 5% of Band D equivalent in their budget for next year towards this. This could fund both existing and new provision which could include outreach work or transport for young people to existing provision. Meetings have taken place with Youth Unlimited and David Stripp to discuss this and now awaiting the new SALC Grant form and guidance in order to make a new application.

**Public Question Time**

Cllr Cavill reported that the sink hole on Gotton Lane has now been repaired.

Cllr Haskins reported that CFPC had approached the Crown Estate to enquire as to whether they have been approached about the purchase of the strip of land between the existing Nerrols development and the proposed next phase that would enable a link

road to be built. The Crown Estate confirmed that they had not been approached about a possible land purchase.

Cllr Ellis reported that there is a tent / possible homeless person in the Arboretum area to the north of the Hartnells development. Clerk reported that she is aware of other possible incidences in the Parish.

Cllr Gage, Haskins and Cavill reported that the culverts on Red Hill and Gotton Lane are still blocked. Cllr Haskins raised the large puddle that forms on Monkton Heathfield Road on the eastern carriageway opposite Croft Garage.

Cllr Cavill reported that he is continuing to chase gully sucking in the Parish.

Cllr Gage reported that the gullies at New Cross are blocked.

Cllr Chapman reported that the Wessex Water drain on Roys Place has still not been fixed.

Cllr Chapman reported the problems with recycling collections on Heathfield Drive. Cllr Cavill confirmed that a Somerset Council Housing Officer is going to attend and place notices which will hopefully prevent parking that blocks access to the rear of the properties. If that doesn't work the residents will be asked to leave their recycling at the front of their properties.

Clerk to liaise with the local police team to see if they can attend and give advice.

Clerk confirmed that the issues had been reported previously but that she would chase progress.

Clerk to chase with Persimmon.

## 155/24 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.

48/24/0045 and 46LB Change of use and refurbishment of outbuildings to Use Class E (commercial, business and service use) with laying of access and parking area at Coombe Mill Farm, Coombe Lane, West Monkton. (To consider the application again in view of local opposition).

The Parish Council gave this planning application further consideration and made additional comments based on representations made by the applicant and residents of neighbouring properties who were present at the meeting.

The Parish Council does not support the granting of permission for the following reasons:

- The impact of noise from the proposed joinery workshop on the hamlet of Coombe and those residing in neighbouring properties. The hamlet is rural and peaceful. Coombe is in a valley and the noise from the joinery work, including the use of saws and mortices, is likely to travel further due to nature of the landscape and because the workshops is proposed in open countryside.
- The proposal will impact on the character of the area.
- The rural lanes leading to Coombe Mill Farm are not of sufficient width to accommodate large commercial vehicles and there is concern that the proposal will increase vehicle movements to and from Coombe, both for deliveries, employees and taking items made in the workshop to and from site.
- A hardstanding is proposed. Coombe often experiences flash flooding during heavy rainfall, the proposed hardstanding will increase run off and could exasperate the problem.

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

Noted.

## 156/24 Assets

#### **a) Country Park and Somerset Wood.**

Clerk reported that the top of one of the bollards at the Country Park is loose / can't be secured in place. Cllr Haskins to take a look.

Clerk reported that Bethan Turner will be including an introduction to Candy, Volunteer Coordinator on Monkton Matters / the PC Facebook page, this will be followed by 'meet a councillor / meet the team Monday' from January and continue through 2025. Clerk confirmed that this is likely to replace the Cllr contributions to the annual report.

Clerk also reported that Bethan has secured space on Green Column in the Gazette, one will be used to provide feedback on the Share Event in November and the second will be focused on the Country Park.

Clerk reported that Jo Pearson, Somerset Wood volunteer has asked if the BACH could be used for a Christmas Gathering of the Somerset Wood volunteers. Cllr Gage agreed to the BACH being provided free of charge. Clerk to respond and encourage the volunteers to also attend the PC Volunteers Festive Evening on 17<sup>th</sup> December. Clerk reported that Jo Pearson had also enquired about the sound system arrangements for the Remembrance Service at the Country Park. Clerk to source longer speaker cables and speaker stands for the service.

#### **(i) General update;**

Clerk provided a summary of the proposed memorial walk and the proposed design of the WW2 Memorial. Further details including costs to be shared at a future PC meeting along with the design and costs for the Wrens Memorial and Falklands Memorial.

All the memorial proposals will also need to be approved by CFPC.

#### **(ii) Consider logo design options**

The initial drafts of the logo for the Country Park and Somerset Wood were shared in advance of the meeting and discussed. Options 1 and 5 were the preferred options but the following amendments were suggested:

- Include a military / memorial element.
- Include poppies in the grass rather than as part of the lettering.
- The landscape in the proposal should reflect the landscape of the Quantock Hills.

Feedback to be provided to designer and logos to be considered at the next meeting. It was noted that the CFPC meeting is on 11<sup>th</sup> November and the logos should be discussed by them and feedback provided for the WMPC meeting on 12<sup>th</sup> November.

#### **(iii) Lottery Project Progress Report**

The October Lottery Progress Report was circulated in advance of the meeting and Clerk provided a summary of progress. It was noted that there has been no news from Somerset Council about the planning submission. Cllr Cavill to chase.

Candy Sully, Volunteer Coordinator provided an update on the work that she has undertaken since the last meeting and the work planned for the next month.

#### **b) BACH update.**

Cllr Gage and Clerk provided feedback from the BACH Committee Meeting on 15<sup>th</sup> October. At the meeting it was agreed to make enquiries about the possibility of adding a timer to the air conditioning unit so that it switches off automatically in case it is ever left on.

The next BACH Committee meeting is scheduled to take place on 18<sup>th</sup> February at 7.30pm.

#### **c) Community Fridge update.**

Recycle bins have been delivered but to the school – trying to locate them. Suez are delivering more and once received will do recycling collections every Friday.

The clothes bank has been ordered for outside the Community Fridge in midi size and will need a flat base before it arrives in approximately 6 weeks. Clerk to send the dimensions of the bin to Cllr Haskins.

#### **d) Community Garden update.**

The Community garden volunteers continue to keep the crops going and there has been plenty of produce for the fridge. The community services team has been out twice in the last month to help with the general clearing and tidying of the area.

#### **157/24 Environment**

##### **a) Bins and frequency of emptying**

Cllr Chapman reported problems with bins getting filled quickly and the frequency of bin collections. It was noted that bins are emptied once a week and although the Parish Council currently pays for dog bin emptying it will pay for emptying all of its bin in the parish – a total of 36 - at a cost of £5 - £6 per empty per week from April next year. Increasing the frequency of bin emptying would increase this cost.

The ones that get filled quickly include the co-op bins; it was noted that Somerset Council have reported that the two circular bins are the responsibility of the co-op to empty. It was noted that the co-op believe that they are only responsible for emptying one of the circular bins. Cllr Tully agreed to visit the co-op and explain that they are responsible for emptying both bins. If the co-op do this it should alleviate the problem in the area.

The other bins that get filled quickly are the ones next to the bus shelters outside the primary school. Cllr Chapman reported that the bins appear to be being used for household waste. It was agreed that signs would be added to the bins asking people not to use the bins for household waste.

Monkton Matters / Facebook article to also be developed asking people not to use the litter bins for household waste and providing information about how to order additional household waste bins.

#### **158/24 Community:**

##### **a) Update**

Stay and Play, Community Café, Repair Café and Bereavement Café have all been running smoothly with lots of visitors for the different groups we run.

Youth Café has started on a Wednesday after school and is open until 5.30pm. We have had a steady increase in number, some popping in for hot chocolate and a warm snack and a core group that stay and engage in activities. We have organised a half term event on Wednesday 30th October 1-4pm for Halloween activities with core group of young people.

##### **b) Christmas Carol Singing plans and arrangements.**

Clerk reported that Cllr Haskins is not available on proposed date of the Christmas Carol singing trailer of Thursday 19th December 2024. It was agreed to look at other date options.

##### **c) Volunteer Festive Evening. Discuss and approve menu (R)**

Clerk outlined quotations received from Newports Catering to provide a buffet for the Volunteer Festive Evening on 17<sup>th</sup> December.

It was agreed to proceed with Menu Option A and provisionally book catering for 60 people but to review numbers closer to the time when RSVPs are received.

##### **d) Community Review Survey update.**

Clerk reported that they survey has closed and the results are being analysed. A report will be provided in due course by the Community Council for Somerset. Further training will take place on 13<sup>th</sup> November focused on action planning and making funding applications. Tricia Cavill and Cllr Munson are attending the training. A recording of the training will be made available for other Steering Group members.

##### **e) Grant funding for West Monkton Church for redevelopment for community activities.**

Tricia Cavill provided an overview of the grant funding application received from West Monkton Church for improvements to the Church to make it available for community activities.

The improvements include replacing the boiler, removing pews and attached radiators at the back of the church, work to level the floor, replacement of radiators and improvements to the kitchen. The work will enable the church to be used as a hub for the community in the village; something which is currently not available.

The total anticipated costs of the work is £73972.00. It was noted that the boiler replacement is urgent. The general funding of the Church was outlined and the fundraising that has taken place so far was summarised. It

was resolved to make an initial contribution of £10,000.00, made up of £3000.00 from the Grants cost centre and £7000 from Community Infrastructure Levy. Proposed by Cllr Gage, seconded by Cllr Tully and agreed with all in favour (Cllr Cavill abstained from voting).

It was noted that this contribution with the money already raised would enable the boiler replacement work to get underway. It was agreed to consider a further contribution when the results of the community survey were available which included a question about the provision of a community hub at the church.

*Cllr Cavill left the meeting at 9.35pm.*

## **159/24 Projects**

### **a) MH1 POS update; Feedback from catch up meetings. Approval of transfer document (R)**

Clerk reported that she had continued to chase Persimmon regarding the transfer document and outstanding work in MH1, the queries and responses received included:

- Hedge cutting throughout the development, do you have an update of when this is scheduled? Can arrangements be made for the parked cars to be moved along Brittons Ash to enable that hedge to be included in the cutting? We have raised the order for the hedge row cutting works. We did consider laying the hedges, but the cost of this was prohibitive. With regards to the cars parked along Brittons Ash, we can carry out letter drops to the properties prior to the works, but it is public highway, without parking restrictions. The works will be carried out before the end of the year.
- Play Park remedials - have you received an update from the contractor re timescales? I have emailed the Play equipment contractor this morning to ask when the works will be carried out. As soon as I have a response I will let you know.
- Are copies of the play park inspection records for when they opened to the public to date available to share? Copies of the RoSPA reports will be shared.
- ERR I-Civils rubbish left after work - when is it being removed? iCivils are due to attend and finish some works at the Pegasus crossing and will remove all left over materials after this work.
- Sports Pitch access works / utility connections - do you have any update on when this work will commence? Should be able to provide an anticipated start date next week.
- Transfer document queries / additions / plans? Is an amended transfer document being drafted to reflect the requested alterations and are the plans previously requested available? Legal Team is working on the Transfer document and it should be issued shortly.
- Canal roundabout / traveller area. Is the fence being repaired to prevent access in the future / are bollards or something more substantial being considered? The knee rail is on an order for repair. We are restricted by planning as to what we can install there.

Item to be added to the next meeting agenda. Clerk to continue to chase progress between now and then.

### **b) Sports Pitches update**

Clerk reported that following the discussion at the last meeting, items / documents relating to the Sports England comments has been prepared and shared with Stone and Partners. Comments have since also been received from SC Highways requesting amendments, in the main focused around emergency / coach access in car park and to pavilion. Meeting with Stone and Partners has taken place and the comments discussed. A swept path analysis is required to inform any amendments required to site plan. Stone and Partners need to commission a highways expert to do this. Additional cost. Quotation received. £1520.00 + VAT. It was resolved to accept the quotation, proposed by Cllr Chapman, seconded by Cllr Tully and agreed with all in favour.

Clerk shared pictures taken by Cllr Gage after the heavy rainfall last weekend. The pictures appeared to show pooling of water on a section of the pitch. It was agreed that the pictures should be sent to the groundworks contractor for comments / thoughts.

### **c) MH2 Update**

Clerk reported that a catch up meeting with the Planning Officer, Developers and CSM PC is scheduled to take place on 13th November at 6pm at the BACH.

#### **d) Poppy of Honour fundraising update**

Clerk reported the following on Cllr Cronshaw's behalf:

- The creator of the Poppy of Honour, Terry Williams has confirmed that the focus of his fundraising efforts is on providing funds for the maintenance of the poppy of honour.
- Terry Williams is arranging a fundraising event on 10th May 2025 at the Lawns Club to raise funds for the Pavilion - 7.30-11.30pm with a raffle. The Light Division & Rifles will be playing music together with a disco. Parish Council to help with advertising the event in the Village News and on social media closer to the time.
- The Operation Tribute website page now has all the payment links included for the plaque sizes and is ready for launch. Leaflets have also been finalised.
- Timpsons have responded and confirmed that they will provide and engrave the plaques at a reduced price. The sizes of the plaques are also bigger than originally thought.

Matter to be discussed further at the next PC meeting when Cllr Cronshaw will be in attendance.

#### **e) Multi-agency approach to flood prevention; feedback from meeting with FWAG on 15th October**

Clerk reported that Alan Hall, Kevin Perry (Volunteer Flood Warden) and herself met with FWAG on 15th October. Work is continuing but is slow. Engagement of the landowners appears to be the issue. FWAG have suggested that the Parish Council sends a letter to all landowners about the issue to encourage engagement and to invite them to meet at the BACH.

It was agreed to proceed with the letter.

#### **160/24 Highways**

##### **a) Horse warning signs – review locations and consider making contribution**

No progress to report.

Clerk confirmed that a meeting had taken place with Traffic Management about the Village Sign Review. Item to be included on the agenda for the next meeting to provide feedback.

##### **b) Monkton Heathfield Road Traffic Calming update**

Clerk reported that following the discussion at the last PC meeting contact had been made with Simon Fox, Planning Officer to ask about progress with the Hartnells S106 agreement variation to amend a crossing point to a zebra crossing, Simon Fox confirmed that the variation has been agreed and is going through legal and it is therefore too late to amend the design of the crossing. Clerk also asked if Simon Fox could facilitate a meeting between the Developers (for Hartnells, MH1 and MH2) about agreeing a complete set of traffic calming measures for Monkton Heathfield Road. Simon Fox has responded to confirm that it would be for the Highways Team to facilitate a meeting and has forwarded the request to Jon Fellingham in SC Highways. A further response from Jon Fellingham hasn't been received. Cllr Cavill has agreed to chase a response.

#### **161/24 Other matters for report only – items for discussion at next meeting**

Cllr Chapman raised concerns about the speed of agricultural vehicles travelling along Monkton Heathfield Road. Bethan Turner confirmed that she had recently reported an incident about an agricultural vehicle to the police. Cllr Haskins raised the removal of vegetation at Hartnells by National Grid to enable underground cables to be laid. Pictures of the vegetation removal were shared. Clerk to make contact with Persimmon to make them aware of the work and request replanting of trees as soon as possible.

#### **a) Items for next meeting agenda – by Monday 30<sup>th</sup> September or Monday 14<sup>th</sup> October.**

Noted.

#### **162/24 Dates of forthcoming meetings:**

Parish Council:

Second Tuesday in the month (Business focused meeting)

2024: 12th Nov, 10th Dec.

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

2024: 26th Nov.  
Audit Working Party: 17<sup>th</sup> January 2025 at 9.30am.  
Annual Parish Meeting: 25th March 2025 at 7pm  
BACH Committee 18<sup>th</sup> February at 7.30pm  
Budget and Precept Working Group: 19th November at 7.30pm  
Sports Pitch Committee TBC  
Somerset Wood Joint Committee TBC

There being no further business to discussed, the meeting ended at 10.05pm

A handwritten signature in black ink, appearing to be 'J. H. R. 145', with a long horizontal stroke extending to the right.

Signed Chairman:

Date: 12<sup>th</sup> November 2024