



West Monkton Parish Council

**Clerk to the Parish Council:** Mrs. A Shepherd **Assistant Clerk Community** Mrs. K Welsh  
**Postal address for Parish Council:** Brittons Ash Community Hall, Bridgwater Road, Bathpool, Taunton, TA2 8FT  
Amy Shepherd **Tel:** 07380912775 **Email address:** [clerk@westmonktonparishcouncil.gov.uk](mailto:clerk@westmonktonparishcouncil.gov.uk)  
Kate Welsh **Tel:** 07505984006 **Email address:** [community@westmonktonparishcouncil.gov.uk](mailto:community@westmonktonparishcouncil.gov.uk)  
**BACH bookings:** [bachbookings@westmonktonparishcouncil.gov.uk](mailto:bachbookings@westmonktonparishcouncil.gov.uk)

**Parish Council website:** [www.westmonktonparishcouncil.gov.uk](http://www.westmonktonparishcouncil.gov.uk) **Monkton Matters website:** [www.monktonmatters.co.uk](http://www.monktonmatters.co.uk)

5<sup>th</sup> February 2025

I hereby give notice that the meeting of West Monkton Parish Council will be held at Brittons Ash Community Hall on **Tuesday 11<sup>th</sup> February 2025 at 7pm.**

Members of the public are encouraged and welcomed to attend this meeting either in person or virtually. To join the meeting virtually please use this link: <https://us02web.zoom.us/j/89958526242>

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless the Parish Council by resolution/s enters confidential session, when the public are lawfully excluded.

Public question time at this meeting will be held about 7.20pm. Members of the public are welcome to attend.

Amy Shepherd  
Clerk to the Parish Council

### AGENDA

- 1) To receive any apologies (with reasons), introductions with responsibilities.
- 2) To note:
  - a) Declarations of Interest
  - b) Dispensation Requests
  - c) Amendments to the Register of Disclosable Pecuniary Interests
- 3) To adopt the minutes of the Parish Council meeting on 28<sup>th</sup> January 2025 **(R)**
- 4) To note Clerk's report and Assistant Clerk (Community) report.
- 5) Somerset Council report from Cllrs Cavill and Fothergill.

*Meeting will be adjourned*

### Public Question Time

*Members of the public are invited to ask questions and raise issues, but please note, this is not a discussion forum.*

*Please make your wish to speak known to the Chairman or the Clerks before the start of the meeting. When called, please give your name. You have three minutes in which to speak.*

*Meeting will reconvene*

- 6) Planning
  - a) To consider any planning applications (listed on Somerset Council website) **(R)**  
48/24/0045 and 46/LB: Change of use and refurbishment of outbuildings associated with joinery workshop and office change of use to include alterations to fenestration, doors, external render and internal alterations at Coombe Mill Farm, Coombe Lane, West Monkton.  
48/25/0001/HHN: Application to determine if prior approval is required for the erection of a proposed single storey extension to the rear of Colton, Cheddon Fitzpaine Road, Goosenford, West Monkton  
48/25/0002: Erection of a single storey extension to the library building with internal configuration of the kitchen, dining hall and library at Heathfield Community School, School Road, Monkton Heathfield.  
48/25/0005: Conversion of loft into ancillary accommodation with raising of roof and extension and erection of detached double garage, with home office above, at 134 Bridgwater Road, Bathpool  
48/25/0004: Change of use of building from Class E (g) I (office) to Class C2 (residential institution for use as an NHS child and adolescent eating disorder facility) with various changes to the elevations at Swingbridge House, 1 Swingbridge, Bathpool  
48/25/0006: Erection of annexe for ancillary use to main dwelling at Annandale, Church Hill, West Monkton  
48/25/0007/T: Notification to carry out management works to one ash tree and one apple tree (and a laurel hedge) within West Monkton Conservation Area at Annandale, Church Hill, West Monkton  
48/25/0009: Replacement of conservatory with the erection of a single storey extension to the rear of 2 The Old Forge, Bridgwater Road, Bathpool.

- b) To note that Planning decisions made are available on Somerset Council website filed under the application number 48/24/0055CQ Application for Prior Approval for proposed change of use from agricultural building to 1 No. dwelling house (Class C3) and associated building operations at Barn A Hyde Farmhouse, Hyde Lane, Bathpool – Refused  
48/24/0056CQ Application for Prior Approval for proposed change of use from agricultural building to 1 No. dwelling house (Class C3) and associated building operations at Barn B Hyde Farmhouse, Hyde Lane, Bathpool - Refused  
48/23/0036 Hartnells phase 4 – approved. Street name suggestions.

7) Highways

- a) Feedback from Highways LCN Working Group meeting on 30<sup>th</sup> January
- b) Yallands Hill Crossing Point – Approval of Developed Design Brief for Feasibility Study (R)

8) Country Park and Somerset Wood

- a) Discuss and approve entrance sign design
- b) Proposed Firework Event at Country Park on 5th November 2025
- c) Memorial wood proposal
- d) Yeovil Wrens Association memorial

9) Projects:

- a) MH1 POS; transfer document update / approval (R)
- b) Poppy of Honour; black tie event update / considerations, trailer and storage for the Poppy of Honour (R)
- c) Bridgwater Road Junior Football Pitch; update.

10) Reports, including recent developments, matters to consider and decisions to be made:

- a) Bathpool Flood Warden: Mr Kevin Perry.
- b) Communications Report: Update
- c) GDPR update: Nothing to report
- Representatives on outside bodies
- d) West Monkton Village Hall Management Committee; Cllr Tully to report.
- e) The Spital Trust: Cllr Ellis to report.
- f) Any other events at which WMPC was represented;
- g) Consultations;
- Divisional boundaries consultation:  
Division Boundaries for Somerset Council: <https://www.lgbce.org.uk/all-reviews/somerset> Closing date extended by six weeks until 3<sup>rd</sup> March 2025

11) Finance

- a) Finance Report including (R):
  - i. Consideration of quotes including quotes for VE Day fireworks, Greenway Noticeboard, Dog bin emptying and grass cutting for 2025/26, online meeting equipment, event insurance, dropped kerb in School Road, concrete troughs for the Country Park, WW2 memorial at Country Park and Country Park banner.
  - ii. Approval of receipts and payments
  - iii. To consider notes and recommendations of the Audit Working Party meeting on 17<sup>th</sup> January 2025
- b) Budgeting and Summary Report (incorporating BACH accounts)

12) Other matters for report only – items for discussion - no decision

- a) Items for next meeting agenda - by Monday 17<sup>th</sup> February 2025 or Monday 3<sup>rd</sup> March 2025
- b) Dates to note over the next 14 days

13) Dates of forthcoming meetings:

**Parish Council:**

**Second Tuesday** in the month (Business focused meeting)

2025: 11<sup>th</sup> Mar, 8<sup>th</sup> Apr, 13<sup>th</sup> May, 10<sup>th</sup> Jun, 8<sup>th</sup> Jul, 12<sup>th</sup> Aug, 9<sup>th</sup> Sept, 14<sup>th</sup> Oct, 11<sup>th</sup> Nov, 9<sup>th</sup> Dec.

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

2025: 25<sup>th</sup> Feb, 22<sup>nd</sup> Apr, 27<sup>th</sup> May, 24<sup>th</sup> Jun, 22<sup>nd</sup> Jul, 23<sup>rd</sup> Sept, 28<sup>th</sup> Oct, 25<sup>th</sup> Nov.

**Audit Working Party:** 25<sup>th</sup> April 2025 at 9.30am

**Annual Parish Meeting:** 25<sup>th</sup> March 2025 at 7pm

**BACH Committee** 18<sup>th</sup> February 2025 at 7.30pm

**Budget and Precept Working Group:** TBC November 2025

**Sports Pitch Committee** TBC

**Somerset Wood Joint Committee** TBC

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

(R) = Resolution to be considered / required.