

## ADOPTED

Minutes of the Meeting of West Monkton Parish Council held on Tuesday 10<sup>th</sup> March 2026 at 7.00pm.

**Present:** Cllrs Cavill, Chapman, Ellis, Gage, Haskins, Munson and D. Cronshaw.

**In attendance:** Amy Shepherd, Clerk, Candy Sully, Volunteer Coordinator, Mr K Perry, Bathpool Flood Warden, Ian Pitchfork, West Monkton Village Hall, Charlie Cudlip and Andrew Williams, Creech St Michael Parish Council and 2 members of the public.

### **255/25 To receive any apologies (with reasons), introductions with responsibilities.**

Apologies were received from Cllrs C Cronshaw and Besley and Cllr David Fothergill, Somerset Councillor.

### **256/25 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.

### **257/25 To adopt the minutes of the Parish Council meeting on 24<sup>th</sup> February 2026**

The minutes from the Meeting of the Parish Council on 24<sup>th</sup> February, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 24<sup>th</sup> February, proposed by Cllr Cavill, seconded by Cllr D Cronshaw and agreed by show of hands.

### **258/25 To note Clerk's reports.**

Clerk's Report:

General Admin:

- Events Leaflet delivered, copies added to Village News and volunteers delivering to properties who do not receive the village news.
- AI summaries of PC minutes prior to publication.
- Started work on the 2025/26 Annual Report (for approval at April PC meeting) and finalised review of Strategic Plan for 2026/27 (on agenda for approval).
- Appraisals scheduled to take place in March.
- Information developed for online community event bookings website.
- Events meeting on 26<sup>th</sup> February, preparation, notes and actions.
- Liaising with Youth Café volunteers in Kate's absence.

Highways

- Reported potholes and blocked gullies.
- Reported collapsed drain in grass verge outside Blundells Farm.
- Obtained highway drainage plan for Hob Lane / Halletts Road / Monkton Heathfield Road.
- Overgrown hedge letters sent to homeowners on Monkton Heathfield Road.
- Further gully sucking on School Road and Greenway scheduled for 10<sup>th</sup> March.

Finance / Payroll:

- Amended grant policy for young people to reflect agreed changes.
- Making payments / placing orders.
- Managing / inputting Accounts using Scribe and updating paper account files.
- March payroll and finance reports.
- Arranged float for community events.
- Gathering quotations for inclusion in the March Report.
- Community Event insurance quotations, policy purchased following resolution (annual cover)
- Hedge plants ordered and delivered for Thornash Close layby.

Planning:

- Jess supporting with the updating of the Planning Log with planning decisions / conditions weekly.

- Preparation of PowerPoint presentation in respect of planning applications received for PC meetings and submission of agreed response to planning applications.
- Requested hard copies of plans in respect of care home proposal.

#### Country Park and Somerset Wood

- Lottery project evaluation report updates.
- Lottery project progress report development for meeting on 24th February.
- Ordered and took delivery of tools and equipment for volunteer hub.
- Liaised with pathway contractor regarding amended start date – now 24th March.
- Design of final sign; an information sign underway by Shelley Signs.
- Research / review of Country Park Vision.
- Soil percolation tests took place on 19th and 20th February to inform treatment plant discharge options.

#### Sports Pitches

- Planning decision notice received.
- Enabled delivery of portable toilets on site.
- Completing grant applications and looking into lottery funding.
- Liaised with utility connection contractors.
- Liaised with flood lighting contractors including arranging a site meeting to confirm positions of lighting columns.
- Liaising with Persimmon re design for sewerage connection.
- Pavilion options research.
- Pump track works start date – 9th March 2026 – key cutting for contractor to access pitches during works.
- Liaised with pump track contractor and fencing company about installing the fencing around the perimeter of the pump track – work to take place at end of pump track works before the pump track opens.
- Sports Pitch Committee meeting on 17th February 2026, further meeting on 17th March at 9.30am.

#### MH2

- Meeting with Chair and Clerk from CSM PC and Simon Fox.
- Conversation with CGR Officer at Somerset Council.
- CGR research / paper development.

#### MH1

- Replacement bins installed by Parish Lengthsman
- Noticeboards installed by Parish Lengthsman.
- Platinum Walk signs installed.
- Liaised with Persimmon regarding advertisement signs adjacent to Hob Close. Agreed to lease arrangement at £2600.00 per year. Persimmon developing lease.
- Seven further bins ordered.

#### BACH:

- Jess supporting with invoices.
- Accounts / scribe updates.
- Welcome screen kept up to date and monthly condition checks completed.
- Privacy film for Activity Hall external door ordered and delivered. Awaiting installation.
- Meeting with replacement cleaner – started cleaning on Friday 27th February.
- PAT testing carried out on 3rd March.
- Meeting for alternative automatic door repair quote on 5th March.
- Additional external lights installed on 2nd March.
- Next BACH Committee meeting scheduled to take place on 5th June at 10am

#### Meetings last month:

3rd February – Agenda run through meeting  
 3rd February – Charity Bingo @ BACH  
 3rd February – BACH Committee Meeting  
 4th – 5th February – Level 5 Community Governance Course Study Days  
 6th February – Toilets delivered to Sports Pitches  
 9th February – Country Park pathways meeting  
 10th February – PC meeting  
 11th February – Meeting with CSM and Simon Fox re MH2 planning application / infrastructure.  
 12th February – Meeting re Tudor Park Crossing Point with TTC  
 12th February – Meeting with Somerset Youth Council.  
 13th February – Annual Leave

16th February – AI training seminar  
17th February – Sports Pitch Committee Meeting  
17th February – Agenda run through meeting  
17th February – Catch up with Parish Lengthsman  
17th February – POH Meeting  
18th February – Repair Café  
20th February – Meeting with BACH Cleaner  
24th February – Sports Pitch site meeting  
24th February - PC meeting  
26th February – Events Meeting  
27th February – Annual Leave

Meetings this month:

2nd March – Meeting electrician at BACH for external lighting installation  
2nd March PM – Level 5 Training session  
3rd March – PAT testing at the BACH.  
3rd March – Agenda run through meeting.  
3rd March – Meeting with David Stripp re LCN Youth Project  
4th March – Scribe booking software demonstration session.  
5th March – Automatic door contractor meeting at the BACH  
5th March – Team Meeting  
5th March – HMRC Webinar  
6th March – AM – Level 5 Training Session.  
10th March – PC meeting  
12th March – Team Meeting  
13th March – SLCC Branch meeting  
17th March – Sports Pitch Committee Meeting  
20th March – Annual Leave  
24th March – Annual Parish Meeting  
26th March – Team meeting  
26th March – Events meeting  
30th – 31st March – Annual Leave

**259/25 Somerset Council report from Cllr Cavill**

Cllr Cavill reported on the following:

**Government rejects 11% Council Tax Rise:** Somerset Council's request to increase council tax beyond the 4.99% referendum threshold has been rejected by the Government. The authority had considered a rise of up to 11% as it sought to address a £25 million funding gap for 2026/27, reduced from £101 million the previous year. Councillors will now consider a budget based on a 4.99% increase. Concerns have been raised about transparency in the budget process and whether sufficient action was taken to balance the books before approaching Government for additional flexibility.

**Government Concerns Over Council Finances:** The Local Government Minister has written to Somerset Council raising significant concerns about its financial position in response to a request for £30 million of Exceptional Financial Support. Writing to council leader Bill Revans, McGovern highlighted concerns about the pace and delivery of the council's transformation plans, repeated requests to reprofile support, and statutory recommendations issued by external auditors. 'My clear expectation is that the council is taking robust action to address these specific risks and issues, as part of wider plans for your financial recovery and improvement,' she said. £25m will be used to cover a budget gap and £5m to support the further transformation of services.

**Opposition Budget Amendment Sets Out Alternative Financial Plan:** The Conservative Group has tabled a budget amendment setting out proposals which could deliver a balanced Medium Term Financial Plan, begin rebuilding reserves and place the Council on a more sustainable footing. The amendment includes £2.4 million of in year savings in 2026/27 through holding several vacant posts, alongside phased workforce savings of 5% per year over three years from 2027/28, equating to £26.4 million. It also signals a reduction in agency staff reliance and proposes targeted investment in planning enforcement, additional capacity for SEND, and a recurring £500,000 uplift for gully emptying and road sweeping. The proposals are presented as a statement of intent to demonstrate an alternative financial direction with officers advising that further detailed work would be required before formal approval could be recommended.

**Government to Clear Majority of Somerset SEND Deficit:** The Government has confirmed it will pay off up to 90% of Somerset Council's £116 million special educational needs and disabilities deficit, subject to the Council agreeing a plan to bring future spending under control. Around £104.4 million of the Dedicated Schools Grant deficit is expected to be cleared by the Department for Education, with approximately £11.6 million remaining under the current statutory override arrangements until 2028. The

agreement requires the Council to set out measures to manage demand and expenditure, with progress to be monitored by the Department for Education.

**Devolution and Wessex Spatial Strategy Update:** The Government issued two Written Ministerial Statements on 12 February 2026 setting out its next steps on devolution and regional planning. The first outlines proposals to create Foundation Strategic Authorities as a new tier of devolved governance for areas without a mayor, with powers over transport, skills, housing, economic development, environment, health and public safety, alongside devolved funding and potential powers such as an Overnight Visitor Levy. The second launches a non-statutory consultation on proposed Spatial Development Strategy geographies, including a Wessex area covering Somerset, Dorset, Wiltshire and Bournemouth, Christchurch and Poole. These strategies would provide high level frameworks for housing growth and infrastructure, with local plans required to be in general conformity. The Government has invited expressions of interest from areas seeking Foundation Strategic Authority status, and Wessex leaders have signalled their intention to explore this route, with further governance arrangements and regulations expected following the consultation period.

**Dog Control PSPOs Review and Consultation:** Somerset Council is preparing to consolidate existing dog control Public Spaces Protection Orders across the county and introduce a new order for the Taunton Deane area. Ahead of a full public consultation later in 2026, councillors and parish councils are being asked to review existing dog control PSPOs in their areas and provide feedback during a pre consultation period running until 20 March 2026. All feedback should be sent to:

[consultations@somerset.gov.uk](mailto:consultations@somerset.gov.uk)

Cllr Gage asked if Somerset Council had withdrawn funds for the new battery factory. Cllr Cavill confirmed that it had.

### **260/25 Hestercombe LCN; feedback from meeting on 4th March 2026**

Cllr Haskins and Cavill provided feedback from the Hestercombe LCN Meeting on 4<sup>th</sup> March. The Police and Crime Commissioner gave a presentation talking through the main areas of work of the police and grant funding that is available for projects to reduce anti-social behaviour. Clerk to find details.

Another initiative that is taking place in North Petherton is 'Cuppa with a Copper'. Clerk to find out if it is possible to hold this initiative in West Monkton.

In 2028 a Police Crime Board will replace the PCC which will provide an independent overview of policing.

An update was provided on the HYPE project and SALC gave a presentation about the remaining Health and Wellbeing funding. Concerns were expressed in the meeting about potholes and lorry movements.

### **261/25 Reports, including recent developments, matters to consider and decisions to be made:**

#### **a) Bathpool Flood Warden: Mr Kevin Perry.**

Mr Perry updated on the following:

There was significantly less rainfall in February (144mm), but February rainfall was the highest recorded for the month since Mr Perry has started recording levels. There were 2 flood alerts for the tone catchment area, and the pump was switched on 3 times and pumped for a total of 182 hours.

The recovery efforts from the flooding in January are underway with homeowners talking to insurance companies.

There has been a bank collapse on the old River Tone affecting a property on Yew Tree Lane.

A drop-in session is in the process of being arranged in April, date to be confirmed. Representatives from key organisations will be in attendance. Clerk confirmed that she has offered support to the SRA with getting information to homeowners about the drop in when the date is confirmed.

Mr Perry also provided feedback from the meeting with Network Rail. Modelling work is being carried out to create a barrier at the end of the ditch behind the Yew Tree Lane properties, a headwall with a flap gate against the Old River Tone will be installed to stop water from going into the ditch when the Old River Tone is high. Permits and permissions are required for the work from the Environment Agency.

Cllr Munson asked if tests have been done recently on the health of the river water locally. Mr Perry confirmed that some tests were carried out not too long ago and the river health was good, but things may have changed since. Cllr Cavill reported that due to concerns regarding levels of nitrate in rivers there should be good and up to date records held.

#### **b) GDPR update:**

No update

#### **c) Communications Report**

Clerk reported that a report confirming Facebook engagement levels was circulated with the papers. Clerk also reported that a page has been created on the PC website with information about the Youth Café and the approved policies have been published on the page.

#### **d) West Monkton Village Hall Management Committee**

Ian Pitchfork from the Village Hall Management Committee attended the meeting and provided an update.

The Taunton Men's Shed has provided a quote to refurbish the noticeboards at the Village Hall. The quote is just for materials and is around £200 per noticeboard. It was resolved that the Parish Council would pay for the PC noticeboard to be refurbished. Proposed by Cllr Munson, seconded by Cllr Chapman with all in favour.

The trees have been pollarded at the back of the hall and the noise inhibitor in the hall has been repaired.

Additional fire alarms will be installed in the main hall, and it is hoped to upgrade the heating system in the main hall, grant enquiries are being made for this work.

Installation of solar panels is being investigated following the work to strengthen the roof. Cllr Gage to share details of local contractors.

No enquiries about volunteering have been received from the appeal on social media for volunteers to support the village hall.

**e) The Spital Trust: Cllr Ellis to report.**

Cllr Ellis reported that a meeting of the Spital Trust is taking place tomorrow, an update will be provided at the next meeting.

**f) Any other events at which WMPC was represented;**

No other events.

**g) Consultations; Approve response to PSPO consultation (Deadline for response 20th March 2026)**

The draft response to the PSPO pre-consultation was circulated in advance of the meeting and shared on screen. The response was approved. Clerk to submit.

**Public Question Time**

A member of the public attended the meeting and requested an update on the bus gate on Monkton Heathfield Road, the Zebra crossing installation on Monkton Heathfield Road and asked if the pedestrian crossing point near the Mead Way junction can be adjusted so that it operates giving pedestrians priority. Cllr Haskins confirmed that the indication from SC and the Developers is that a bus gate won't be delivered on Monkton Heathfield Road, instead a traffic signalled junction will be installed at the Monkton Elm junction with the A38 and there will be traffic calming on Monkton Heathfield Road. Cllr Haskins also provided an update on the proposed Yallands Hill Crossing Point.

Clerk to request an update on the zebra crossing installation on Monkton Heathfield Road.  
Clerk to make enquiries about adjusting the operating of the crossing point by Mead Way so that pedestrians are the priority.

A member of the public raised concerns about speeding on Monkton Heathfield Road, particularly at night.

Clerk to download data from the SID and share it with Avon and Somerset Police.

A member of the public raised the 30mph speed limit on Milton Hill and asked why the whole area cannot have a 20mph speed limit, extended from Monkton Heathfield Road. Clerk confirmed that the Parish Council suggested the extension of the 20mph speed limit previously, but a further request can be submitted.

Clerk to put forward a request for an extension of the 20mph speed limit to cover Milton Hill.

Cllr Gage reported that the Scouts are doing a litter picking exercise on 29th March and have asked to borrow 22 sets of litter picking equipment.

Clerk to ensure sufficient sets available and order more if required.

Clerk raised an email received from a member of the public about anti-social behaviour being experienced in the flats next to the Co-Op on School Road. Somerset Council and the Police are already aware.

Clerk to reply and follow up with Somerset Council and the Police to progress a resolution.

***The agenda was interrupted to take item 12b Community Governance Review; To discuss CSM PC decision and Divisional Boundary Review outcome***

**262/25 Community Governance Review; To discuss CSM PC decision and Divisional Boundary Review outcome**

Charlie Cudlip (Chair of CSMPC) and Andrew Williams (Clerk of CSMPC) attended the meeting and outlined the decision made by CSM PC to progress a CGR with the boundary line between the Parishes being drawn at the Cricket Club roundabout or for the two Parish Councils to combine. It was noted that this was different than the PC preference and that included in the Boundary Commissions final recommendations for the Somerset Divisional Boundaries, for boundary line to be located at the motorway. As the PCs have not come to the same decision, an expedited CGR cannot take place in time for the 2027 elections.

It was agreed to arrange a further meeting with the Planning Officer for MH2 to provide an update from the PCs and to receive an update on the planning application. It was agreed that the meeting will take place at the BACH and all Cllrs would be invited to attend.

***The agenda was resumed.***

## 263/25 Planning

### a) To consider any planning applications (listed on 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.

48/26/0006 Erection of outbuilding in the garden of Birds Farmhouse, Dyers Lane, Monkton Heathfield  
The Parish Council supports the granting of permission.

48/26/0007 Erection of care home (use Class C2) with car parking, landscaping and associated works at Heathfield Park, Coker Close, Bathpool

Clerk reported that she had requested an extension of time for the Parish Council to submit comments so that a public session can be held to inform the PCs comments. Clerk to chase the planning officer for confirmation of an extension.

If an extension is granted, Clerk to arrange a public session and matter to be discussed again at the next PC meeting to agree comments. If an extension is not granted, it was agreed to develop comments for approval by email.

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

Noted

## 264/25 Finance

### a) Finance Report

#### i. Quotations and Updates:

#### Football Posts

Price awaited from Kevin Chedzoy

8 x 4ft socketed football goals aren't available to order from websites. Minimum size is 12ft x 6ft.

It was noted that due to feedback from neighbouring residents that it would be appropriate to install the posts at the Bridgwater Road pitch.

#### Bus shelter repairs

Quote delayed - to follow at the next meeting.

#### Country Park Pond Bank Plants (Grant funded)

	Plant	Cost	Detail	Supplier	Flowering
<b>Pond</b>	Spiked water milfoil (submerged perennial oxygenator)	£31.00	5 bunches (available June)	plantsforponds.co.uk	
	Common crowfoot (surface perennial oxygenator growing in mats)	£31.00	5 bunches covers 2.5sqm	plantsforponds.co.uk	
	Lesser spearwort (surface plant)	£72	3 x 1L pots (need 5 x 1L per linear metre) so includes 2 x sets of 3L plantable pots	plantsforponds.co.uk	
	Teasel (marginal)	£0	Already available		
	Marsh marigold	£72	3 x 1L pots (need 5 x 1L per linear metre) so includes 2 x sets of 3L plantable pots	plantsforponds.co.uk	
<b>Pond bank</b>	Yarrow (white, aromatic, herbacious, deep rooted)	£31.75	25 plugs	naturescape.co.uk	June-Sept
	Oxeye daisy (white/yellow, perennial, herbacious, pollinator friendly)	£31.75	25 plugs	naturescape.co.uk	June-Aug

Teasel (lilac/purple, good winter food source for birds)	£0	Already available		July-Aug
Common knapweed (purple, perennial, herbaceous, tolerates dry areas)	£31.75	25 plugs	naturescape.co.uk	July-Sept
Red campion (pink, perennial)	£31.75	25 plugs	naturescape.co.uk	April-Sept
Wild carrot (white, perennial, tolerates dry areas)	£31.75	25 plugs	naturescape.co.uk	June-Sept
Sea campion (evergreen leaves, well drained, sun loving)	£31.75	25 plugs	naturescape.co.uk	June-Aug
Bladder campion (white, perennial, low maintenance)	£31.75	25 plugs	naturescape.co.uk	June-Aug

**Total £428.25**

Resolution to proceed with purchase of plants. Proposed by Cllr Munson, seconded by Cllr Gage and agreed with all in favour.

BACH Automatic Door Repair

Taunton Lock and Security:

To supply and install:

- 1 x Heavy duty Label SLT Operator.
- 1 x Articulated push arm.
- 1 x Optex external Safety presence detector.
- 1 x Optex internal Safety presence detector.
- 1 x 3- Position Key switch.
- 1 x Internal PTO switch with transmission.
- 1 x External PTO switch with transmission.

Please note.

Due to the location of the push button switches, it is important to note that door system is designed to be electronically operated.

Manual operation is acceptable but not advised.

It will be important for you to provide appropriate signage to this effect.

Total cost to supply and install the above specification **£1,898.00 plus vat**

Coomber Security:

Installation of Automatic Door Operator to the Main Entrance Door

To supply and install the following.

A Label (SLT) Neptis Plus Motor Open & Spring Closed Automatic Door Operator complete with Housing Infill and Articulated Arm Assembly to the doors. The doors can, if not secured by an access control system, be manually opened when in automatic mode. The door operators are designed to operate with doors weighing over 80kg.

A Label 3 Position Key Switch to allow the doors to be either automated, turned off or left open constantly to enable deliveries etc, to be made without the requirement to operate the doors.

A BEA Internal and a BEA External Safety Sensor to the doors. These units are designed to reduce the risk of injury to persons who may be unaware of the automatic door operation or who are unable to move out of the opening/closing arc.

A pair of label Armoured Door Loops between the door and frame to carry the required electrical connections from the Automatic Door Operators to the Safety Sensors.

A Pair of Larco Wireless PTO Buttons complete with Transmitter. These buttons will be positioned on both the inside and outside of the door to allow users to access the doors.

The above equipment will be fitted to the following door

The Proposed Door Automation will be supplied and commissioned for the sum of **£2,225.00 excluding vat**

Resolution to proceed with quote provided by TLS Security. Proposed by Cllr Chapman, seconded by Cllr D Cronshaw and agreed with all in favour.

#### Gully Sucking

Cllr Haskins provided an update on the gully sucking in the Parish. A further day of gully sucking has taken place but only the drains in Greenway were cleared. It was resolved to schedule one further day of gully sucking. Proposed by Cllr Munson, seconded by Cllr Ellis and agreed with all in favour.

#### **ii. Receipts and Payments**

Adopted - Redacted

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

## Receipts

### Interest

Lloyds (Monthly)	£5.24
Nationwide (Monthly)	£89.47
PSDF (Monthly)	£2220.31
Somerset West Lottery (Community Fridge grant)	£12.50
Lottery (Capital claim)	£9517.00
Taunton Military Wives Choir (Refund on invoice)	£100.00
West Monkton Youth Group (balance following closure of group)	£594.70
Timpson (Key cutting refund)	£27.00

### Payments

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
<b>To authorise payment of:</b>						
Employee pension contributions	240.18	No vat	240.18	d-d	Salaries and expenses	Pension
	50.67	No vat	50.67	d-d	MCP Lottery Funded Project	Volunteer Coordinator
Employer pension contributions	180.14	No vat	180.14	d-d	Salaries and expenses	Pension
	38.01	No vat	38.01	d-d	MCP Lottery Funded Project	Volunteer Coordinator
A Shepherd Clerks salary SCP37	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Salaries
	xx.xx	No vat	xx.xx	Bacs	MCP Lottery Funded Project	Administration
K Welsh assistant clerk-community salary SCP 29	xx.xx	No vat	xx.xx	Bacs	Salaries and expenses	Salaries
J Cox Admin and Events Assistant salary SCP 3	xx.xx	No vat	xx.xx	Bacs	Salaries and expenses	Salaries
C Sully Volunteer Coordinator salary SCP 21	xx.xx	No Vat	xx.xx	Bacs	MCP Lottery Funded Project	Volunteer Coordinator
S Rolls Parish Lengthsman salary SCP 29 (31.5 hours)	xx.xx	No Vat	xx.xx	Bacs	Salaries and expenses	Salaries
HMRC Tax and NI Contributions	2447.19	No vat	2447.19	bacs	Salaries and expenses	Salaries
	393.73	No vat	393.73	Bacs	MCP Lottery Funded Project	Volunteer Coordinator
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
Business all about you Climate Initiative PR WMPC 63	275.00	No vat	275.00	Bacs	Environmental / Open Spaces	Environment / Community
QSSIT regular maintenance / monthly sub	8.51	1.70	10.21	bacs	IT and Communications	IT and Communications

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Expenses claim A Shepherd (Travel)	106.00	No vat	106.00	Bacs	Salary and expenses	Expenses
Travis Perkins (Postcrete for bins / noticeboards)	183.00	36.60	219.60	Bacs	Environmental / Open Spaces	POS Maintenance
Water 2 Business (Water charges for allotments)	54.14	No vat	54.14	Bacs	Allotments	Allotments
Sonic Fireworks (Somerset Day Shindig Fireworks)	765.63	153.12	918.75	Bacs	Youth and Community	Community Events
SALC – Councillor training	45.00	No vat	45.00	Bacs	General Administration	Training
Expenses claim J Cox (Milk for Youth Café)	4.95	No vat	4.95	Bacs	Youth and Community	Youth Cafe
Travis Perkins (Post crete for signs)	47.60	9.52	57.12	Bacs	Environmental /Open Spaces	POS Maintenance
Expenses claim S Rolls (Travel expenses)	19.35	No vat	19.35	Bacs	Salaries and Expenses	Expenses
(Fixings for bins)	10.93		10.93		Environmental / Open Spaces	POS maintenance
Travis Perkins (Sports pitch toilet hire)	347.50	69.50	417.00	Bacs	Environmental / Open Spaces	Sports Pitches
Travis Perkins (Post crete for signs)	29.75	5.95	35.70	Bacs	Environmental / Open Spaces	POS Maintenance
Cutting Edge Coaching (Youth Café support)	152.00	No vat	152.00	Bacs	Youth and Community	Young People
Devon and Somerset Fire Protection Limited (BACH Fire Extinguisher servicing)	147.75	29.55	177.30	Bacs	BACH	Hall maintenance
R. Chorley Electrical (Light installation at BACH)	412.76	82.55	495.31	Bacs	BACH	Hall improvements
Go Create (February Art Sessions HYPE)	316.00	No vat	316.00	Bacs	Youth and Community	Youth LCN Project
Go Create (March Art Sessions HYPE)	632.00	No vat	632.00	Bacs	Youth and Community	Youth LCN Project
Travis Perkins (Postcrete for bins / noticeboards)	183.00	36.60	219.60	Bacs	Environmental / Open Spaces	POS maintenance
Ford Home Electrics (BACH PAT Testing)	80.00	16.00	96.00	Bacs	BACH	Hall maintenance
ARTS Taunton (HYPE spoken word / rap sessions)	1021.50	No vat	1021.50	Bacs	Youth and Community	Youth LCN Project
Rapsons Garage (Tyres for Poppy of Honour Trailer)	98.00	19.60	117.60	Bacs	Country Park	Poppy of Honour
Griffin Toilet Hire (Blundells Lane jetting and gully sucking)	1000.00	200.00	1200.00	Bacs	Environmental / Open Spaces	Blundells Lane Flood Alleviation Project
Go Create (HYPE art sessions)	632.00	No vat	632.00	Bacs	Youth and Community	Youth LCN Project
Creative Outbursts (HYPE Boombox sessions)	2220.00	444.00	2664.00	Bacs	Youth and Community	Youth LCN Project
Forte Trailscapes (One third of Pump Track costs)	18000.00	3600.00	21600.00	Bacs	Environmental / Open Spaces	Sports Pitches
<b>To note payment of:</b>						
Direct Debit						
Invoice Tailored Auto Enrolment 28/2/2026 (Pension administration)	16.80	3.36	20.16	DD PAID	Salary and Expenses	Pension
Invoice SWS 118833 2/3/2026 maintain gsuite	133.00	26.60	159.60	DD PAID	IT and Communications	IT and Communications

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Invoice SWS 118697 20/2/2026 MCP website. Hosting monthly plan	70.00	14.00	84.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 118844 04/03/2026 WMPC website Annual Protection	250.00	50.00	300.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 118750 web-lite hosting (MM) and standard mailbox 20/2/2026	33.00	6.60	39.60	DD PAID	IT and Communications	IT and Communications
EMS (Card Payment System)	5.99	1.20	7.19	DD PAID	Youth and Community	Community Events
Somerset Web Services Inv 118751 (PC website hosting)	65.00	13.00	78.00	DD PAID	IT and Communications	IT and Communications
Crown Gas and Power (Electric CP)	89.71	4.49	94.20	DD PAID	MCP Lottery Funded Project	Volunteer Office Costs
Debit Card						
Canva (Subscription)	27.00	No vat	27.00	Deb Cd Paid	IT and Communications	IT and Communications
More and Co (Volunteer Refreshments)	5.86 5.86 5.86 5.86	No vat	5.86 5.86 5.86 5.86	Deb Cd Paid	MCP Lottery Funded Project	Volunteer costs
Three (Mobile phone contract)	47.22	9.44	56.66	Deb Cd Paid	IT and Communications	IT and Communications
Instantprint (Community Event leaflets)	250.00 98.15	No vat	250.00 98.15	Deb Cd Paid	BACH Youth and Community	Warm Hub Grant Youth and Community General
McAfee (IT Security)	95.82	19.17	114.99	Deb Cd Paid	IT and Communications	IT and Communications
Amazon (Youth café iPad)	166.66	33.33	199.99	Deb Cd Paid	Youth and Community	Youth Café
(Community Garden items)	16.65	3.33	19.98		BACH	Warm Hub grant
Asda (Easter Egg Hunt)	86.50	No vat	86.50	Deb Cd Paid	Youth and Community	Community Events
Sainsburys (Postage stamps)	6.96	No vat	6.96	Deb Cd Paid	General Administration	Sundry Admin
Window Film Company (BACH Window Film)	68.33	13.66	81.99	Deb Cd Paid	BACH	Hall improvements
Sainsburys (Youth café sundries)	10.30	No vat	10.30	Deb Cd Paid	Youth and Community	Youth Café
Post Office (MH1 documents postage)	12.19	No vat	12.19	Deb Cd Paid	General Administration	Sundry Admin
Amazon (CP Tools)	9.16	1.83	10.99	Deb Cd Paid	MCP Lottery Funded Project	Tools and Equipment
Amazon (Sports Pitch Lifebuoy)	47.11	9.42	56.53	Deb Cd Paid	Environmental / Open Spaces	Sports Pitches
Amazon (Repair café sundries)	4.85	0.97	5.82	Deb Cd Paid	Youth and Community	Youth and Community General
Amazon (Stationery)	4.65	0.93	5.58	Deb Cd Paid	General Administration	Sundry Admin

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Amazon (No dog signs)	12.17	2.43	14.60	Deb Cd Paid	Environmental / Open Spaces	POS Maintenance
Amazon (No dog signs)	12.16	2.44	14.60	Deb Cd Paid	Environmental / Open Spaces	POS Maintenance
Amazon (Fire extinguisher POH)	15.03	3.01	18.04	Deb Cd Paid	Country Park	Poppy of Honour
Best for Hedging Limited (Thornash Close hedge plants)	398.33	79.67	478.00	Deb Cd Paid	Environmental / Open Spaces	POS Maintenance
Co-Op (Milk for warm hub)	1.85	No vat	1.85	Deb Cd Paid	BACH	Warm Hub Grant
Amazon (Community Garden items)	14.95	2.99	17.94	Deb Cd Paid	BACH	Warm Hub Grant
Amazon (Community Garden items)	20.92	4.18	25.10	Deb Cd Paid	BACH	Warm Hub Grant
Ebay (Community Garden items)	39.95	No vat	39.95	Deb Cd Paid	BACH	Warm Hub Grant
SP Marshalls (Community Garden items)	24.99	5.00	29.99	Deb Cd Paid	BACH	Warm Hub Grant
Amazon (Community Garden items)	35.40	7.08	42.48	Deb Cd Paid	BACH	Warm Hub Grant
Heyn (Bridgwater Road Bins)	620.00	124.00	744.00	Deb Cd Paid	Environmental / Open Spaces	POS Maintenance
Timpsons (Key cutting various)	32.50	No vat	32.50	Deb Cd Paid	General Administration	Sundry Admin
DBS Check Online (DBS check Vol Coordinator)	12.00	No vat	12.00	Deb Cd Paid	Youth and Community	Youth and Community General
Timpson (Key cutting for Country Park)	27.00	No vat	27.00	Deb Cd Paid	Country Park	Country Park
<b>BACS</b>						
Somerset Council (Q3 Dog bin emptying)	929.50	185.90	1115.40	Bacs paid	Environmental / Open Spaces	POS Maintenance
Highlights Floodlighting Limited (Sports Pitch floodlighting 25% deposit)	12550.75	2510.15	15060.90	Bacs paid	Environmental / Open Spaces	Sports Pitches
Expenses Claim A Hall (Travel)	67.50	No vat	67.50	Bacs paid	Salaries and Expenses	Expenses
Cherrie Lockyer (Haybales)	225.00	No vat	225.00	Bacs paid	Youth and Community	Community Events
Events Insurance Limited (Annual events insurance)	180.00	No vat	180.00	Bacs paid	MCP Lottery Funded Project	Insurance
Frayling Enterprises (Public open space signs)	103.00	20.60	123.60	Bacs paid	Environmental / Open Spaces	POS Maintenance

*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 Munson, seconded by Cllr Gage and agreed with all in favour.

It was further resolved to pay all invoices received in respect of the LCN HYPE project activities to the value of the remaining grant funding to ensure payment by 31<sup>st</sup> March 2026 as required by the grant conditions.

Proposed by Cllr Munson, seconded by Cllr Ellis and agreed with all in favour.

### **Transfer between accounts / budget lines**

From BACH Account to PC Treasurer account £491.77. (Warm hub spend £423.44 and window film £68.33)

### **b) Budgeting and Summary Report to 28<sup>th</sup> February 2026**

The budgeting report to 28<sup>th</sup> February was shared in advance of the meeting and the contents of the reports were noted.

#### **265/25 Community**

##### **a) Feedback from and to consider the recommendations of the Events Working Group Meeting on 26<sup>th</sup> February**

The notes from the Events Working Group meeting on 26<sup>th</sup> February were circulated in advance of the meeting and shared on screen. Clerk outlined the recommendations of the Working Group including:

- Further POH wristbands are needed for the events
- Card hats to be given away at the Somerset Day Shindig, design shared on screen – cost £285.00 for 500.
- Promotion for the Somerset Day Shindig including banners, flags, lamppost signs – suggested budget of £500.00

In addition, it was noted that tickets were already sold out, and the Clerk asked the Parish Council to consider increasing the number of tickets available by 50 at an additional cost of £100.00

It was proposed by Cllr Munson, seconded by Cllr Ellis and agreed with all in favour to accept the recommendations of the Events Working Group.

Clerk also outlined the concept of a Christmas lunch that the Village Agent is working on to be held at the BACH. Cllrs confirmed their support for the Christmas Lunch and suggested applying to SALC for Health and Wellbeing funding towards the cost of the lunch.

##### **b) HPC Community Fund – Grant Agreement approval**

Clerk outlined the HPC Community Fund grant agreement that was shared in advance of the meeting. It was resolved to approve the grant agreement, proposed by Cllr Munson, seconded by Cllr Ellis and agreed with all in favour.

#### **266/25 Projects**

##### **a) Hyde Park Sports Ground; approval of quote to move ducting / cabling on the car park side of rugby pitch to lighting column positions, consider quotes for car park works, consider quotes for drainage works, consider quote for rugby post installation**

Clerk outlined a quote to move the ducting to the flood light column positions to enable the car park installation to take place. Clerk advised that if the quote is accepted, it will require the contractors to come on site for an additional 2 days increasing the cost of the works by £730. If the quote is accepted the work could take place on 31<sup>st</sup> March and 1<sup>st</sup> April. The alternative is for the work to take place in one visit, with the remainder of the ground works for the flood lights starting on 27<sup>th</sup> April for 4-5 days. The work to install the columns will then take place on 11<sup>th</sup> May for 4-5 days. Proposed by Cllr Chapman, seconded by Cllr Cavill and agreed with all in favour.

It was agreed to wait and have all the groundworks done in one go commencing on 27<sup>th</sup> April.

Clerk confirmed that only one quotation had been received for the car park works, drainage works and rugby post installation. It was agreed to defer consideration of quotes for these works until the next meeting.

Clerk reported that applications for grant funding are being submitted to grant funding bodies. The Somerset Community Foundation have approved a grant for £3000 from the Stronger Communities Fund for training and grass cutting equipment for the sports pitches. It was agreed to accept the terms and conditions of the grant and spend £2000 of the grant funding on a mower for the pitches and the remainder to be spent on equipment for the pump track.

It was noted that storage for the equipment is needed. Clerk to obtain prices for a container for consideration at the next meeting.

Clerk reported that she is developing an application for grant funding from the Lottery Community Fund to complete work at the pitches and to coordinate work and activities on the sports ground.

Clerk also reported that she had received a demonstration of scribe-based booking software. Clerk to explore alternatives and gather quotations and information for consideration at the next PC meeting.

The next Sports Pitch Committee meeting is scheduled to take place on 17<sup>th</sup> March at 9.30am. Clerk to request an update regarding the utility connections in advance of the meeting.

#### **267/25 Parish Council**

##### **a) Approval of Strategic Plan (reviewed for 2026/27)**

The draft Strategic Plan, reviewed for 2026/27 was circulated in advance of the meeting and shared on screen. It was resolved to approve the Strategic Plan, proposed by Cllr Gage, seconded by Cllr D Cronshaw and agreed with all in favour.

Clerk reported that the Annual Report for 2025/26 is being developed with a view to it being approved at the April Parish Council meeting.

## **268/25 Assets**

### **a) Country Park and Somerset Wood; update**

Candy Sully, CP Volunteer Coordinator provided an update including:

- Incidences of drug dealing in park, damage to dead hedge and life ring in pond. Dogs need to be controlled following a couple of attacks.
- Hedging around volunteer hub has been planted and mulched.
- New overhead barrier keys.
- Forest school gaps filled with planting.
- 3 silver birches down.
- Pond maintenance and bank stabilisation work has taken place.
- Oak needs to go to Somerset Timber for benches to be made.
- Problems with the larger mower – liaising with Bridgwater Mowers about the issue.
- PJ signs developing design and costs for rotary sign
- Proof of final information sign – A-Z Information Board received. Any remaining lottery money for signage to spent on a noticeboard.
- Mower trackers being chased.
- CCTV repairs / signs being chased.
- 9 Duke of Edinburgh volunteers and 2 new adult volunteers
- Lottery Open week second weekend this weekend.
- Sleepout planned for 28th March.
- Google business profile needs further verification.

Clerk requested authorisation to book Candy onto online biodiversity training. The training costs £180.00 and will be funded from the lottery funding. This was approved.

### **269/25 Other matters for report only – items for discussion – no decision**

Clerk reminded Cllrs of the Invitation to a City, Town and Parish briefing to include an update on the Local Plan and the Local Transport Delivery Plan on Monday 16th March 4:00 - 5:30pm.

Clerk provided an update on the opening of the Tesco store on Bridgwater Road; a variation of the planning consent was required for which the outcome is still awaited. It is hoped the store will be open in the Autumn. Clerk to pass Cllr Cavill the application details so that he can follow determination of the application up.

Clerk provided an update on communication with a resident in Hob Close who has raised concerns about the noise nuisance caused by activity in the MUGA. The signs have been installed at the MUGA by Cllr Chapman.

Cllr D Cronshaw reported fly tipping near the field gate on the ERR.

### **a) Items for next meeting agenda - by Monday 6th or 20th April 2026**

Noted

### **b) Dates to note over the next 14 days**

Noted

### **270/25 Dates of forthcoming meetings:**

Parish Council:

Second Tuesday in the month (Business focused meeting)

2026: 14th Apr 12th May (Annual PC Meeting), 9th Jun, 14th Jul, 11th Aug, 8th Sept, 13th Oct, 10th Nov, 8th Dec.

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

2026: 28th Apr, 26th May, 23rd Jun, 28th Jul, 22nd Sept, 27th Oct, 24th Nov.

Audit Working Party: 24th April 2026 at 9.30am

Annual Parish Meeting: 24th March 2026 at 7pm

BACH Committee 5th June 2026 at 10am

Budget and Precept Working Group: November 2026 at 7pm

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Sports Pitch Committee 17th March 2026 at 9.30am  
Somerset Wood Joint Committee TBC

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

A handwritten signature in black ink, appearing to read 'J. H. R. 10/2/25', is written over a faint, large watermark that says 'Adopted - Redacted'.

Signed Chairman:

Date: 14<sup>th</sup> April 2026