

## ADOPTED

Minutes of the Annual Meeting of the Parish Council held on Tuesday 12<sup>th</sup> May 2026 at 7.00pm.

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

**In attendance:** Mrs A Shepherd, Clerk, (via zoom), Mrs C Sully Volunteer Coordinator, Cllr David Fothergill, Somerset Council and Mr K Perry, Bathpool Flood Warden.

**01/26 To receive any apologies (with reasons), introductions with responsibilities.**

Apologies were received from Mrs K Welsh Assistant Clerk Community and Cllrs C Cronshaw and D Cronshaw.

**02/26 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.
- d) Annual reminder to ensure Cllr interest forms are up to date: Noted

**03/26 Election of Chairman**

Cllr Haskins was proposed to be Chairman by Cllr Cavill and seconded by Cllr Besley. All agreed by show of hands.

**04/26 Election of Vice Chairman**

Cllr Munson was proposed to be Vice Chairman by Cllr Ellis and seconded by Cllr Chapman. All agreed by show of hands.

**05/26 Acceptance of Office forms to be received by Clerk for Chairman and Vice Chairman**

Acceptance of Office forms signed and received by Clerk.

**06/26 To adopt the minutes of the Parish Council meeting on 28<sup>th</sup> April 2026**

The minutes from the Meeting of the Parish Council on 28<sup>th</sup> April 2026, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 28<sup>th</sup> April proposed by Cllr Chapman, seconded by Cllr Gage and agreed by show of hands.

**07/26 To review delegations:**

To the Clerk

In consultation with the Chairman, for grant of dispensations. Agreed by show of hands.

**08/26 To confirm dispensations:**

- a) MH1: All members of West Monkton Parish Council to allow them to participate in discussions in relation to MH1 Dispensation confirmed.
- b) MH2: All members of West Monkton Parish Council to allow them to participate in discussions in relation to MH2. Dispensation confirmed.

**09/26 To review terms of reference and membership for existing Committees.**

**a) Planning Committee: that in accordance with previous practice and to ensure that a quorum is achieved, all Councillors shall be members of the Planning Committee.**

It was agreed that, in accordance with current practice and to ensure that a quorum is achieved, all Councillors shall be members of the Planning Committee. All agreed by show of hands.

**b) BACH Committee: review / confirm members and confirm terms of reference.**

It was agreed no change to the terms of reference of the BACH Committee was needed.

Membership reviewed. Cllrs Gage, Ellis, Haskins, Munson and Cavill confirmed.

Coopted volunteer members confirmed as Tricia Cavill, Geoff Hope, Maggie Little and Gordon Little.

**c) Somerset Wood Joint Committee (with Cheddon Fitzpaine PC); review / confirm members and confirm terms of reference**

It was agreed that no changes were needed to the terms of reference for the Joint Committee and that the three members to represent the Parish Council at Joint Committee Meetings would be appointed by the Parish Council prior to each Joint Committee Meeting. All agreed by show of hands.

**d) MH2 Joint Committee (with Creech St Michael PC); review / confirm members and confirm terms of reference**

Clerk reported that CSM PC had reviewed the terms of reference at their Annual PC meeting and had confirmed no changes were required but that when general updates on the MH2 proposals are received all Cllrs should be invited.

It was agreed that no changes were needed to the terms of reference for the Joint Committee and that the three members to represent the Parish Council on the Joint Committee would be Cllrs Haskins, Munson and Gage. All agreed by show of hands.

**e) Sports Pitch Committee; review / confirm members.**

It was agreed that no changes were needed to the current membership that consists of Cllrs Gage, Cavill and Haskins and members from Taunton Rugby Club and West Monkton Cricket Club and Alan Hall as a co-opted volunteer.

**f) HR Committee: review / confirm members and confirm terms of reference.**

It was agreed that no changes were needed to the terms of reference for the HR Committee and that the three members on the Committee will remain as Cllrs Haskins, Cavill and Besley. It was noted that substitutes are permitted.

**10/26 To review terms of reference and membership of existing Working Party Groups.**

**a) Audit Working Party Group: review / confirm members of the Audit Working Party Group.**

Membership agreed as Cllr Ellis, Haskins, Cllr Munson and Cllr Gage. All agreed by show of hands.

**b) Events Working Group: review / confirm members**

It was agreed that membership of the Working Group would be quite fluid depending on the event that is being discussed / planned by the Working Group but key members include Cllrs Haskins, Munson, Cronshaw and Cavill.

**c) Country Park Working Group (with Cheddon Fitzpaine PC); review / confirm members.**

It was agreed that, in accordance with current practice, all Councillors shall be members of the Country Park Working Group. All agreed by show of hands.

**d) Budget / Precept Working Group: review / confirm members**

It was agreed that, in accordance with current practice, all Councillors shall be members of the Budget / Precept Working Group. All agreed by show of hands.

**11/26 To review and adopt.**

**a) Standing Orders (no change), Financial Regulations (amended) and Code of Conduct (no change)**

It was resolved to adopt the Standing Orders, amended Financial Regulations and Code of Conduct. Proposed by Cllr Besley, seconded by Cllr Munson and agreed with all in favour.

As now permitted, a debit card to be obtained for the Assistant RFO.

**b) New/amended policies including IT Policy (amended to reflect updated model policy), Grants Policy (amended to include community enhancement funding), Communications and Engagement Policy (amended to include publication of summaries of meeting minutes), Complaints Procedure, Disciplinary and Grievance Policy (new / updated model policies)**

Clerk confirmed that adopting the new IT Policy will replace the one previously adopted at the last Annual PC meeting and reflects the published model policy.

It was resolved to adopt the IT Policy, Grants Policy, Communications and Engagement Policy, Complaints Procedure and Disciplinary and Grievance Policy. Proposed by Cllr Gage, seconded by Cllr Ellis and agreed with all in favour.

**c) Approval of Risk Assessment 2026/27**

Clerk summarised proposed changes to the Risk Assessment and confirmed that this is the PC overarching risk assessment. Further risk assessments are in place for assets and activities.

It was resolved to adopt the risk assessment 2026/27. Proposed by Cllr Besley, seconded by Cllr Chapman and agreed with all in favour.

**d) Current policies including (all reviewed, no changes required):**

**Finance: Reserves Policy, Expenses Policy, Grant Funding Policy for Young People.**

**Data Management: Privacy Policy, Data Retention Policy, Data Protection Policy, Freedom of Information Policy, Subject Access Request Policy, Privacy Notices,**

**General / Employment; Equality and Diversity Policy, Training Policy, Health and Safety Policy, Vexatious Complaints Policy, Working Party Protocol, Safeguarding Policy, Lone Working Policy, Whistleblowing Policy, CCTV Policy.**

**Youth Café; Code of Conduct, Risk Assessment, Staff and Volunteer Conduct Policy, Social Media Policy, Equality, Diversity and Inclusion Policy and Guidance for Youth Café Leaders**

**Volunteering; Volunteering Policy and Registration Form**

It was resolved to adopt the policies. Proposed by Cllr Munson, seconded by Cllr Chapman and agreed with all in favour.

**e) To record by Minute of Council that the conditions of the General Power of Competence are satisfied and that email service of agendas is acceptable.**

It was agreed that the Parish Council satisfies the conditions of the General Power of Competence, and that email service of the agenda continues to be acceptable. All agreed by show of hands.

**12/26 To review/confirm representatives on external bodies: with reporting back to Parish Council**

**a) the Village Hall Management Committee**

It was agreed that Ian Pitchfork from the Village Hall Management Committee would continue to provide the Parish Council with updates at PC meetings.

**b) the Spital Trust**

Cllr Ellis confirmed that she is happy to continue in this role.

**c) Taunton Garden Town Advisory Board**

Clerk to attend Advisory Board meetings virtually unless a matter of interest is on the agenda for discussion and a Cllr will be nominated to represent the PC at the Board meeting.

**d) Hestercombe Local Community Network**

Cllr Haskins and Cavill confirmed that they were happy to continue to represent the Parish Council on the Hestercombe LCN and at the LCN Highways Working Group meetings.

**13/26 To discuss Councillor roles and responsibilities and agree:**

Local Environment – Cllr Munson

Local Community – Cllr Chapman

Parish Council – Cllr Haskins

Projects; Sports Pitches, Multi-Agency Approach to flood prevention, Poppy of Honour, MH1 / MH2 POS and Community Infrastructure, Waterleaze Pitch, Joint Football Pitch Provision, Allotment Provision – Combination of Cllrs Chapman, Haskins, Gage, Cronshaw and Cavill.

Assets; Country Park / Somerset Wood, BACH, Community Fridge, Community Garden. Combination of Cllrs Gage, Cavill and Cronshaw.

Footpaths, Highways and Safe Routes to School; Cllr Besley and Gage.

Member Auditor – Cllr Munson.

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**14/26 To note that the Register of Assets is up to date and is due for review in March 2027.**

Noted, and Register is up to date and on the website. The Asset Register to be updated throughout the year to add new PC assets.

**15/26 To confirm that the Council is insured with Clear Councils and the policy is due for review / renewal on 1<sup>st</sup> June 2026.**

The policy was noted and confirmed. Renewal quotation to be considered at the next Parish Council meeting.

**16/26 To consider and confirm continuation of annual subscriptions to Somerset Association of Local Councils (SALC), Society of Local Council Clerks (SLCC), Thrive and Thrive Buildings.**

It was resolved to continue the subscriptions made to SALC, SLCC, Thrive and Thrive Buildings, all of which provide valuable professional advice, training and support for Clerks and Councillors.

**17/26 To note Clerk's report and Assistant Clerk (Community) report.**

Clerk's report:

General Admin:

- Reviewed AI summaries of PC minutes prior to publication.
- Approved Annual Report for 2025/26 published on website.
- Flood drop in session took place on 30th April – the event was well attended. Monthly Flood Cafes will now take place on the second Wednesday of the month in May, June and July whilst the Community Café is taking place.
- Annual review of all policies, terms of reference etc for consideration at the Annual PC Meeting.

Highways

- Reported pot holes and visibility splays

Finance / Payroll:

- Making payments / placing orders.
- Managing / inputting Accounts using Scribe and updating paper account files.
- May payroll and finance reports.
- End of year accounts / internal audit / external audit paperwork / HMRC submissions / reserves reports.
- Responding to internal audit queries.
- Gathering quotations for inclusion in the May Finance Report.
- Audit Working Party meeting took place on 24th April – completed notes / actions (included in the May finance report).

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.

Environment

- Bins next to Bus Shelters on Bridgwater Road installed.
- Liaised with Somerset Council about emptying new bins.

Country Park and Somerset Wood

- Lottery project evaluation report updates.
- Lottery progress report.
- Ordered further jackets for volunteers.
- Pathway work completed.

Sports Pitches

- Completed and submitted grant funding application to the lottery.
- Liaised with utility connection contractors.
- Liaising with Persimmon re design for sewerage connection.
- Liaising with the Bicycle Chain regarding sponsorship.
- Sports Pitch Committee meeting on 21st April at 9.30am, further meeting scheduled for 19th May.
- Instructed car park contractor.
- Met flood light contractors.

- Met Kevin Chedzoy regarding fencing / security improvements.
- Liaised with Chair and Vice Chair regarding car park / drainage works.
- Developed terms and conditions of use of the sports pitches.
- Developing booking system.
- Ordered solar powered CCTV devices.
- Developed risk assessment for pump track, training enquiries / arrangements for inspections.

MH2

- Meeting arranged to take place on 2nd June at 6.30pm.

MH1/ Heathfield Gardens

- Bin replacements complete.
- Liaised with Persimmon re street lights / fly tipping / ROSPA reports for play areas / road adoptions.

BACH:

- Jess supporting with invoices.
- Accounts / scribe updates.
- Welcome screen kept up to date and monthly condition checks completed.
- Privacy film for Activity Hall installed
- Automatic Door repair took place on 28th April.
- Followed up signed MOU from WM Primary School prior to making payment of solar panel grant.
- Next BACH Committee meeting scheduled to take place on 5th June at 10am

Meetings last month:

|                   |  |
|-------------------|--|
| 1st – 2nd April   | Annual Leave   |
| 3rd April         | Bank holiday   |
| 4th April         | Easter Egg Hunt  |
| 6th April         | Bank Holiday   |
| 7th April         | Agenda run through meeting<br>Appraisal with Assistant Clerk Community   |
| 9th April         | Team Meeting   |
| 13th April        | CSM PC meeting – Langaller Farm development presentation   |
| 14th April        | PC meeting   |
| 16th April        | Team Meeting   |
| 21st April        | Agenda run through meeting<br>Sports Pitch meeting<br>MH1 AGM  |
| 22nd – 23rd April | Study Days for L5 Qualification  |
| 23rd April        | Joint Flood Working Group meeting  |
| 24th April        | Audit Working Party Meeting<br>Taunton Garden Town Advisory Board meeting  |
| 28th April        | Internal audit meeting<br>Automatic Door Repair<br>PC meeting  |
| 29th April        | Cuppa with a Copper as part of the Community Café.   |
| 30th April        | Team meeting<br>Meeting re card terminals for events<br>Multi agency flood drop in session at the BACH from 3pm onwards. |

Meetings this month:

|               |  |
|---------------|--|
| 4th May       | Bank Holiday   |
| 6th May       | Agenda run through   |
| 6th May       | Sports Pitch site meeting with fencing contractor                      |
| 7th – 8th May | Shindig set up   |
| 9th May       | Shindig  |
| 10th May      | Shindig set down   |
| 11th May      | Meet flood light contractors and fencing contractors at Sports Pitches |
| 12th May      | Annual Parish Council meeting  |

|          |                            |
|----------|----------------------------|
| 13th May | Flood café (monthly)       |
| 14th May | Team Meeting               |
| 18th May | SALC Clerk Catch Up        |
| 19th May | Sports Pitch meeting       |
|          | Agenda run through meeting |
| 21st May | Team Meeting               |
| 21st May | Events Meeting             |
| 25th May | Bank holiday               |
| 26th May | PC Meeting                 |
| 27th May | Cuppa with a cop           |
| 28th May | Catch up with the EA       |
|          | Team Meeting               |
| 29th May | Annual Leave / TOIL        |

#### Assistant Clerk Community report:

##### Community - General

- Responding to emails/messages
- Updating Communications Report
- Assistant Clerk's Report
- Creating AI Minute Overview/Checking full minutes
- Organised delivery of First Aid Training
- Meeting with resident re setting up Pain Café at Heathfield Hall
- Contacted local Pain Café link and meeting set up for 6/5/26 to discuss further

##### Grant Funding

- Successful grant applications for HYPE Funding from HPC and Awards for All (Lottery)

##### Community Cafe

- Weekly Community Café at the BACH
- Meeting with community residents about starting a Women's Group at the Community Café – proposal to follow
- Successful delivery of 'Cuppa with a Copper' sessions at the Community Café on the 29th April, has been arranged on the 4th Wednesday of each month going forward.
- Met with 2 members of the community regarding setting up wellbeing sessions at the Community Café with a view to workshops in the evenings as topics arise.
- Created poster for Wellbeing Wednesdays – shared across social media
- Well-being Wednesday Sessions have been organised and will start 6th May from 1pm to 2.30pm each week.

##### Youth Work

##### HYPE

- Meetings for HYPE/LCN Working Group
- Creating and amending schedule for youth work provision across LCN/contacting providers
- Organising sessions at the 3 Youth Hubs in the LCN for April to July; liaising with providers
- Liaising with 'On Your Bike' and Youth Unlimited about sessions for 2026
- Responding to actions from meetings
- Meetings with David Stripp and providers to plan the next year for HYPE with the funding from HPC and Lottery
- 12 Month Report for HYPE for SALC and for LCN
- Researching different ways to deliver sports sessions to the community

##### Youth Café

- Supported Go Create and TYCA at Youth Café sessions
- Managing volunteers and staff at Youth Café
- Continued development of x 2 Young Leaders
- Risk assessment for Junior Sports Pitches, Bridgwater Road for sports activities
- Contacted Monkton Wood re: Work experience for Y10s next year
- Initial ideas/planning regarding detached Youth Work/sports sessions in the community

##### Other Volunteering

- Dealing with queries and concerns from volunteers as they arise.
- Contacting any new potential volunteers
- Added volunteering opportunities on Spark a Change webpage
- Creating Advert for Hyde Park Volunteers
- Created WhatsApp group for watering schedule for Hyde Park Sports Ground
- Signing up new volunteer to help with Funfest

#### Events

- Successful delivery of Easter Egg Hunt Event
- Successful delivery of SWISH Event
- Events meeting
- Agenda/Minutes for event meeting

#### SHINDIG

- Designed, ordered and organised placement of banners and aggregate posters for Shindig
- Invitations sent to guests for Shindig by email
- Contacted local radio/TV with press release re: Shindig
- Created Event Management Plan for Shindig
- Prepared run up schedule for Shindig for all volunteers/staff
- Co-ordinated roles for Shindig Event
- Created costings spreadsheet for Shindig
- Setting up account with Butcombe Brewery
- Bookers run for Shindig drinks/food/cups etc
- Order for Butcombe
- Organising tables/stage and other equipment needed for Shindig from outside sources
- Contacting all farmers with information about fireworks
- Creating Cribsheet for Compere for Shindig

#### OTHER EVENTS PLANNING

- Booked donkeys for Funfest
- Sent out Sponsorship information to local businesses for Produce and Flower Show
- Created poster for 'Monkton Produce and Flower Show' and shared with Bethan
- Added Produce and Flower Show to facebook events
- Liasing with Monkton Elm re Flower Show, meeting set up 18/5/26
- Liasing with Nikki, who is willing to help/support with flower show

#### Forthcoming Events 2025/26

9th May - Somerset/Shindig (possibly combining spring dog show as well)  
 12th May – Annual Parish Council Meeting  
 30th May – Produce Market (Josh)  
 6th June – Share event  
 11th July – Funfest  
 1st August – Flower Show  
 9th August – Grand Opening of Hyde Park Sports Ground  
 23rd August - Summer Dog Show

#### Meetings, Events and Groups

1/4/26 Meeting with Kate Mahoney re: Wellbeing sessions  
 1/4/26 Community Café/Bereavement Café/Youth Café  
 2/4/26 Somerset Youth Alliance Day  
 4/4/26 Easter Egg Hunt  
 7/4/26 Agenda Run Through Meeting  
 7/4/26 Annual Appraisal  
 7/4/26 BINGO Event  
 7/4/26 Met David Stripp @ BACH re HYPE  
 8/4/26 Youth Café – Easter Session (4 hours)  
 9/4/26 Team Meeting

13/4/26 HYPE Meeting  
 14/4/26 Meeting with volunteer  
 14/4/26 WMPC Meeting  
 15/4/26 Youth Café – Easter session (4 hours)  
 15/4/26 Meeting with Josh re: Events  
 15/4/26 Meeting with resident re setting up Pain Café at Heathfield Hall  
 16/4/26 Team Meeting  
 16/4/26 Meeting with 2 residents re: Wellbeing Sessions  
 16/4/26 HYPE Meeting  
 18/4/26 SWISH Event  
 20/4/26 HYPE Meeting with CSM  
 21/4/26 Agenda Run Through Meeting  
 22/4/26 Community Café/Youth Café  
 22/4/26 Community Quiz  
 23/4/26 Team Meeting  
 23/4/26 Events Meeting  
 28/4/26 HYPE Meeting  
 28/4/26 Meeting at Maidenbrook Country Park (Stuart and Candy)  
 28/4/26 WMPC Meeting  
 29/4/26 Community Café/Youth Café/Cuppa with a Cop  
 30/4/26 Team Meeting/Meeting with Kev Smith re: Terminals for Shindig

### 18/26 Somerset Council Report

Cllr Fothergill reported on the following:

**Somerset Council Chief Finance Officer Recruitment:** Somerset Council's efforts to appoint a permanent Chief Finance Officer faced further disruption after the latest candidate withdrew just days before taking up the role. The appointment would have marked the fifth Chief Finance Officer in four years. The authority has relied on interim arrangements, with the current interim officer costing approximately £7,000 per week. It has now been confirmed that the interim Chief Finance Officer, Clive Heaphy, will remain in post until the end of March 2027, meaning responsibility for overseeing the council's financial position and next budget will continue under interim leadership.

**Somerset Council SEND Services and EHCP Delays:** A recent report by Somerset Council has highlighted significant delays in the delivery of Education, Health and Care Plans (EHCPs), with between 0–5% of assessments being completed within the statutory 20-week timeframe. The report identifies delays in Educational Psychology advice, currently averaging 27 weeks, as a key contributor to the growing backlog, and warns that without additional resource waiting times could exceed 52 weeks.

**Somerset Local Housing Needs Assessment (LHNA):** Somerset Council has published its latest Local Housing Needs Assessment, setting out the level and type of housing needed across the county from 2025 to 2045. The report highlights pressures around affordability, future housing demand and the need for accessible and specialist housing. While it does not set policy, it will inform the Somerset Local Plan and future housing strategies. The full assessment can be viewed here:

<https://www.somerset.gov.uk/planning-buildings-and-land/somerset-local-plan/evidence-gathering-and-early-engagement/>

**Somerset Retail and Leisure Needs Assessment (RLNA):** Somerset Council has published its Retail and Leisure Needs Assessment, which reviews future retail and leisure demand across the county up to 2045. The report considers expenditure trends, town centre performance and whether additional retail or leisure floorspace may be required. While not a policy document, it will inform the Somerset Local Plan and future decisions on town centre development. The full assessment can be viewed here:

<https://www.somerset.gov.uk/planning-buildings-and-land/somerset-local-plan/evidence-gathering-and-early-engagement/>

**Somerset Council Gritter Fleet Investment:** Somerset Council has approved plans to invest up to £2.3 million in new gritter lorries over the next four years, replacing ageing vehicles within its fleet of 23. Ten vehicles are nearing the end of their operational life, with increasing maintenance costs and reliability concerns. The council currently spends around £200,000 a year on servicing, with risks identified to winter service delivery if the fleet is not renewed. The new vehicles will be procured through Romaquip as part of the council's capital programme.

**Somerset Leisure Centres to See Limited Investment:** Somerset Council has confirmed that no major investment will be delivered in five leisure centres over the next two years, following the collapse of operator Fusion Lifestyle. The council has provided £370,000 of interim funding to keep sites in Frome, Glastonbury, Shepton Mallet, Street and Wells open while a new operator is procured. A short-term two-year contract is expected to be awarded, with providers including Everyone Active and Freedom

Leisure expressing interest. Officers have confirmed the focus will be on maintaining services, with no significant upgrades planned during this period while a longer-term strategy is developed.

Foster Care Fortnight (11–24 May): Somerset Council is supporting Foster Care Fortnight, a national campaign to raise awareness of fostering and encourage more people to come forward. There are currently more than 670 children in care in Somerset, highlighting the need for more local foster carers to provide stable homes and keep children close to their communities. Everyone is encouraged to support the campaign through community engagement and social media activity. More information about fostering can be found here: [www.fosteringinsomerset.org.uk](http://www.fosteringinsomerset.org.uk)

Cllr Cavill reported on the following:

SEND Reform Plan Consultation Now Open: Consultation on the Government's SEND reforms is underway, alongside the national process for local areas to submit SEND Reform Plans by 19th June. Children's Services teams are working intensively to engage a wide range of partners and stakeholders, including children and young people with SEND, whose views are essential. If you know a young person with SEND, please encourage them to complete the SEND Reform Plan Survey for Children and Young People by Friday 15 May 2026. Have your say here: <https://www.menti.com/aln9dtiyib2no>

A reform plan needs to be developed and agreed within two years for the Government to write off 90% of SEND debt.

### **19/26 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:

Thank you to the Parish Council for the shindig event at the weekend – well received by the community

April was a dry month with no river issues.

Those residents flooded in January still debating with insurance companies.

Flood Drop in session 30<sup>th</sup> April – well attended. Wessex Water not in attendance. A meeting with Wessex Water has taken place since then during which revised plans for dealing with sewerage were discussed. It is anticipated that works will commence in June 2027. Wessex Water will have a full meeting with local residents when plans are agreed.

EA meeting 28<sup>th</sup> May. EA have issues that they would like to discuss with the PC.

No progress on dealing with Old River Tone bank collapse.

Clerk reported that she has made contact with Wessex Water about water retention opportunities in the parish.

#### **b) Communications Report: Update**

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 1,663
- 122.1K views
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 642
- 13 new articles added in April
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 57.9K views
- Business directory has details of 27 businesses so far.

Community Fridge/Community Garden Facebook Page:

- Page likes /followers 1453
- 25.4K views

Maidenbrook Country Park Facebook Page

- Page likes/followers now at 1205
- 63.2K views

HYPE

- Page likes/followers – 36
- 13 views

Village News Contribution

- Developed by the Clerk's

Noticeboard Updates

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- Noticeboards are updated by Jess on a regular basis

**c) GDPR – Update.**

Clerk confirmed that there was nothing to report.

**Representatives on outside bodies/Response to Consultations:**

**a) West Monkton Village Hall Management Committee;**

Ian Pitchford provided an update in advance of the meeting including:

- Bookings are still regularly coming in and hall is maintaining a high level of occupancy. As mentioned at the last meeting RNID and Musgrove Audiology looking to set a drop in once a month looks like it going to be a Monday just agreeing which one (prob 2<sup>nd</sup> or 3<sup>rd</sup>)
- Got an update from Andy at Taunton Men’s Shed re the notice boards  
“The boards are progressing well, the back boards are more or less finished, and the doors are well on the way to being completed. I am struggling with the lettering, I was hoping to route the lettering out in-house but that’s proving difficult, I can cut them in by hand which is not a problem but obviously will take time, if you have any suggestions where we might get them machine cut that would be helpful”. Having looked at the current notice boards the tops with the leering on look detachable so I’ve asked Andy if he could use them.
- Did get one enquiry about joining the committee but unfortunately they pulled out before our last committee meeting. Have put something on the Spark a Challenge Website.
- We are looking to get CCTV installed to cover the Min and overflow car parks and the grass area. Also, a combination lock for the main gate. Any recommendations of company to get a quote from?
- Our AGM has been scheduled for 20th July. Cllr Munson to attend the AGM.

**e) The Spital Trust:**

Cllr Ellis confirmed that she had nothing to report. The chain link fencing adjacent to the allotments has been checked and no works are required.

**f) Any other events at which WMPC was represented; Taunton Garden Town Advisory Board meeting, Flood Drop in Event.**

**g) Consultation responses to be developed / approved for submission: None**

**Public Question Time**

No members of the public were present at the meeting.

Clerk summarised an email received in advance of the meeting from a member of the public concerning parking around the residential streets around the primary school during school drop off and pick up.

Clerk to write to the primary school and request that staff and parents are asked to park more considerately, write to the residents of the flats in Furs Close confirming the extent of public parking and display notices. Clerk to also contact Traffic Management at SC to request parking bays are added to one side of Bridgwater Road near the location of the new shops in preparation for them opening.

Cllr Gage requested that the Lengthsman is asked to cut the triangle at the Street.

Clerk to ask the Lengthsman to cut a 4ft strip around the edge of the triangle.

## 20/26 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.

48/26/0019: Demolition of single storey extension to the rear and erection of a single storey extension to the side and rear of Saint Mary, 87 Greenway, Monkton Heathfield

Cllr Ellis declared a prejudicial interest and did not partake in the discussion of the application.

The Parish Council supports the granting of permission and made the following comments:

- To comply with the WM & CF Neighbourhood Plan policies, measures for rainwater capture should be included and any lighting should be downlit and LED.
- The proposal should incorporate bird and bat boxes and bee bricks where possible.

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

## 21/26 Finance

a) Consider quotes including picnic benches, mower and waste bin for pump track, additional 20ft storage container for Country Park, table tennis table for Heathfield Gardens and consider / approve receipts and payments

### i. Quotations and Updates:

#### a. i. Quotations and Updates:

##### Bus shelter repairs

Quote delayed - to follow at the next meeting.

##### Petrol Flymo for Pump Track area at Sports Pitches

Option 1:

Garden Machinery Centre £439.50 inc VAT

[Flymo Petrol Mowers](#)

Option 2: £575.00 + VAT

[Husqvarna GX560 Lawn mower Husqvarna GX560 petrol hover mower. Hughie Willett Birmingham UK. – Hughie Willett Machinery](#)

Option 3: £695.00 inc VAT

[TORO HoverPro 550 Petrol Hover Mower For Sale](#)

Resolution to proceed with the purchase of a petrol hover mower from Garden Machinery Centre.

Proposed by Cllr Besley, seconded by Cllr Gage and agreed with all in favour.

##### Recycled plastic picnic benches for Pump Track area at Sports Pitches

2 picnic benches (grant funded)

Option 1:

NBB Recycled Furniture:

[Economy Picnic Table](#)

£462.00 inc VAT each

Option 2

Leisure Bench

[Eco Harry A-Frame 6 Seat Picnic Table 145cm](#)

£440.00 inc VAT each

Resolution to proceed with the purchase of two benches from NBB Recycled Furniture

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

Bin for pump track area

Option 1: [Middlesbrough Steel Litter Bin - 90 Litre - Bin Shop](#)

Option 2: [Heyn | MLB/90 Steel Litter Bin | | Heyn Environmental](#)

Resolution to proceed with the purchase of one Middlebrough Steel Bin. Proposed by Cllr Besley, seconded by Cllr Munson and agreed with all in favour.

Outdoor Table Tennis Table for Heathfield Gardens / Central Park

Option 1: Sherwood Sport £899.99 inc VAT.

[Butterfly Park Outdoor Table Tennis Table – Sherwood Sport](#)

Option 2: Decathlon

[https://www.decathlon.co.uk/sports/table-tennis/outdoor-table-tennis-tables?pd-highlight=375655&vc=m8973689&utm\\_medium=cpc&utm\\_source=google&utm\\_campaign=qb\\_t-intbra\\_ct-shopp\\_n-ami-generic\\_ts-pro\\_f-cv\\_o-roas\\_spd-msp\\_spu-msp\\_sp-msp\\_pt-ami\\_pnl-com\\_l-en\\_pp-gads\\_bm-roa\\_pr-cpc\\_&utm\\_term=n-ami-generic\\_ts-pro\\_spd-msp\\_spu-msp\\_sp-msp\\_pt-ami\\_l-en\\_ROAS+target+400&keyword=&network=g&placement=&gad\\_source=1&gad\\_campaignid=11592254794&qbraid=0AAAAADygKq3o\\_HzSrN8Sxs4P-GDFN5vFO&utm\\_source=awin&utm\\_medium=affiliate&utm\\_campaign=easyfundraising\\_57434&utm\\_content=www.easyfundraising.org.uk&sv1=affiliate&sv\\_campaign\\_id=57434&awc=26895\\_1777628878\\_88dc8e61888b0e65127c93a1d382481b&sn=1](https://www.decathlon.co.uk/sports/table-tennis/outdoor-table-tennis-tables?pd-highlight=375655&vc=m8973689&utm_medium=cpc&utm_source=google&utm_campaign=qb_t-intbra_ct-shopp_n-ami-generic_ts-pro_f-cv_o-roas_spd-msp_spu-msp_sp-msp_pt-ami_pnl-com_l-en_pp-gads_bm-roa_pr-cpc_&utm_term=n-ami-generic_ts-pro_spd-msp_spu-msp_sp-msp_pt-ami_l-en_ROAS+target+400&keyword=&network=g&placement=&gad_source=1&gad_campaignid=11592254794&qbraid=0AAAAADygKq3o_HzSrN8Sxs4P-GDFN5vFO&utm_source=awin&utm_medium=affiliate&utm_campaign=easyfundraising_57434&utm_content=www.easyfundraising.org.uk&sv1=affiliate&sv_campaign_id=57434&awc=26895_1777628878_88dc8e61888b0e65127c93a1d382481b&sn=1)

Option 3: [https://sherwoodsport.co.uk/products/cornilleau-510m-campus-blue-static-outdoor-table-tennis-table?variant=54862608662908&country=GB&currency=GBP&gad\\_source=1&gad\\_campaignid=21807864157&qbraid=0AAAAAD-FYxUi\\_0yG1-vU58TzYOB5\\_ClmA&gclid=EAlaIqobChMlqJiHx-aXIAMVs5pQBh0UqTx5EAQYBiABEgI4UfD\\_BwE](https://sherwoodsport.co.uk/products/cornilleau-510m-campus-blue-static-outdoor-table-tennis-table?variant=54862608662908&country=GB&currency=GBP&gad_source=1&gad_campaignid=21807864157&qbraid=0AAAAAD-FYxUi_0yG1-vU58TzYOB5_ClmA&gclid=EAlaIqobChMlqJiHx-aXIAMVs5pQBh0UqTx5EAQYBiABEgI4UfD_BwE)

It was noted that the average cost of a table was £1000.00. It was agreed not to proceed with the purchase of a table at this time.

Additional Events Storage Container for Country Park

20ft storage container

Lions Containers

£1995.00 + VAT

Cleveland Containers

£1295.00 + £795.00 transport + £25.00 fuel surcharge = £2115.00 + VAT

Resolution to proceed with purchase of storage container from Lions Containers.

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

## ii. 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:**

| Voucher | Code                   | Date       | Bank   | Description              | Supplier                       | VAT Type | Net        | VAT       | Total      |
|---------|------------------------|------------|--|--------------------------|--------------------------------|----------|------------|-----------|------------|
| 27      | Bank Interest          | 02/04/2026 | PC Public Sector Deposit Fund (CCLA)         | Interest                 | CCLA Investment Management Ltd | Z        | 2,202.10   |           | 2,202.10   |
| 10      | Funfest 2026           | 07/04/2026 | PC Treasurer Current Account (Lloyds)        | Funfest Stall            | Downs DT Nomadic               | S        | 41.67      | 8.33      | 50.00      |
| 11      | Funfest 2026           | 07/04/2026 | PC Treasurer Current Account (Lloyds)        | Funfest Stall            | Jonathan Cramman               | S        | 20.83      | 4.17      | 25.00      |
| 12      | Precept                | 09/04/2026 | PC Treasurer Current Account (Lloyds)        | Precept Income           | Somerset Council               | Z        | 119,970.00 |           | 119,970.00 |
| 13      | Community Fridge       | 09/04/2026 | PC Treasurer Current Account (Lloyds)        | Community Fridge Grant   | Somerset W Lottery             | Z        | 14.50      |           | 14.50      |
| 21      | Bank Interest          | 09/04/2026 | PC Instant Access Account (Lloyds)           | Interest                 | Lloyds Bank                    | Z        | 4.93       |           | 4.93       |
| 20      | BACH Bank Interest     | 09/04/2026 | BACH Contingency / Deposits Account (Lloyds) | Interest                 | Lloyds Bank                    | Z        | 0.58       |           | 0.58       |
| 1       | BACH Private Hall Hire | 10/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Hallie Poulson                 | E        | 48.00      |           | 48.00      |
| 1       | BACH Damage Deposits   | 10/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Hallie Poulson                 | E        | 50.00      |           | 50.00      |
| 14      | Poppy of Honour        | 13/04/2026 | PC Treasurer Current Account (Lloyds)        | Poppy of Honour Donation | Evalon Financial               | Z        | 6.00       |           | 6.00       |
| 2       | BACH Regular Hall Hire | 20/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Dianne Trower                  | E        | 125.00     |           | 125.00     |
| 16      | Community Events       | 20/04/2026 | PC Treasurer Current Account (Lloyds)        | Swish donations          | Evalon Financial               | Z        | 8.00       |           | 8.00       |
| 15      | Funfest 2026           | 20/04/2026 | PC Treasurer Current Account (Lloyds)        | Funfest Stall            | Holly Floyd                    | S        | 20.83      | 4.17      | 25.00      |
| 17      | VAT Reclaimed          | 20/04/2026 | PC Treasurer Current Account (Lloyds)        | VAT Income               | HMRC                           | R        |            | 10,924.21 | 10,924.21  |
| 8       | BACH Regular Hall Hire | 21/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Jane Lloyd                     | E        | 32.00      |           | 32.00      |
| 7       | BACH Regular Hall Hire | 22/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | The Taunton Photography Group  | E        | 19.00      |           | 19.00      |
| 5       | BACH Regular Hall Hire | 23/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Dawn Watts                     | E        | 80.00      |           | 80.00      |
| 6       | BACH Regular Hall Hire | 23/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Barbara Montag                 | E        | 56.00      |           | 56.00      |
| 4       | BACH Regular Hall Hire | 27/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Louise Thomas (Bawler Rd)      | E        | 50.00      |           | 50.00      |
| 18      | CIL Receipts           | 27/04/2026 | PC Treasurer Current Account (Lloyds)        | CIL Receipt              | Somerset Council               | Z        | 60,927.03  |           | 60,927.03  |
| 3       | BACH Private Hall Hire | 28/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Kirsty Welch                   | E        | 30.25      |           | 30.25      |
| 3       | BACH Damage Deposits   | 28/04/2026 | BACH Business Account (Lloyds)               | BACH Hire                | Kirsty Welch                   | E        | 50.00      |           | 50.00      |

|    |                        |            |                                       |               |  |   |            |           |            |
|----|------------------------|------------|---------------------------------------|---------------|--|---|------------|-----------|------------|
| 22 | Funfest 2026           | 29/04/2026 | PC Treasurer Current Account (Lloyds) | Funfest Stall | Fancy Fish and Chips                     | S | 41.67      | 8.33      | 50.00      |
| 9  | BACH Regular Hall Hire | 30/04/2026 | BACH Business Account (Lloyds)        | BACH Hire     | Age UK Somerset Memory Connections Group | E | 221.67     |           | 221.67     |
| 19 | BACH Regular Hall Hire | 30/04/2026 | BACH Business Account (Lloyds)        | BACH Hire     | Lena Maughan                             | E | 100.00     |           | 100.00     |
|    |                        |            |                                       |               |  |   | 184,120.06 | 10,949.21 | 195,069.27 |

**Payments to authorise:**

| Payee   | Net     | Vat    | Total   | How paid | Cost Centre                 | Cost Code               |
|---|---------|--------|---------|----------|-----------------------------|-------------------------|
| <b>To authorise payment of:</b>                           |         |        |         |          |                             |                         |
| Employee pension contributions                            | 251.74  | No vat | 251.74  | d-d      | Salaries and expenses       | Pension                 |
|   | 51.88   | No vat | 51.88   | d-d      | MCP Lottery Funded Project  | Volunteer Coordinator   |
| Employer pension contributions                            | 188.81  | No vat | 188.81  | d-d      | Salaries and expenses       | Pension                 |
|   | 38.91   | No vat | 38.91   | d-d      | MCP Lottery Funded Project  | Volunteer Coordinator   |
| A Shepherd Clerks salary SCP38                            | -       | No vat | -       | bacs     | Salaries and expenses       | Salaries                |
|   | -       | No vat | -       | Bacs     | MCP Lottery Funded Project  | Administration          |
| K Welsh assistant clerk-community salary SCP 29           | -       | No vat | -       | Bacs     | Salaries and expenses       | Salaries                |
| J Cox Admin and Events Assistant salary SCP 13            | -       | No vat | -       | Bacs     | Salaries and expenses       | Salaries                |
| C Sully Volunteer Coordinator salary SCP 22               | -       | No Vat | -       | Bacs     | MCP Lottery Funded Project  | Volunteer Coordinator   |
| S Rolls Parish Lengthsman salary SCP 29 (62.75 hours)     | -       | No Vat | -       | Bacs     | Salaries and expenses       | Salaries                |
| HMRC Tax and NI Contributions                             | 2560.47 | No vat | 2560.47 | bacs     | Salaries and expenses       | Salaries                |
|   | 414.89  | No vat | 414.89  | 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 WMPC65       | 75.00   | 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   |
| Expenses claim A Shepherd (Travel)                        | 101.25  | No vat | 101.25  | Bacs     | Salary and expenses         | Expenses                |
| Expenses claim K Welsh (Travel)                           | 178.20  | No vat | 178.20  | Bacs     | Salary and expenses         | Expenses                |
| Expenses claim S Rolls (POS / bin installation equipment) | 94.90   | No vat | 94.90   | Bacs     | Environmental / Open Spaces | POS maintenance         |
| (Travel)  | 36.00   |        | 36.00   |          | Salary and expenses         | Expenses                |
| Travis Perkins (Post crete for bin installation)          | 183.00  | 36.60  | 219.60  | Bacs     | Environmental / Open Spaces | POS Maintenance         |

| Payee   | Net          | Vat     | Total        | How paid | Cost Centre                                | Cost Code  |
|---|--------------|---------|--------------|----------|--|--|
| Expenses claim C Sully (Fuel for mower)                                 | 29.86        | No vat  | 29.86        | Bacs     | Country Park                               | Country Park                                     |
| Travis Perkins (Community event items)                                  | 9.92         | 1.98    | 11.90        | Bacs     | Environmental / Open Spaces                | Environment / Community                          |
| Travis Perkins (Post crete for Country Park)                            | 4.95         | 0.99    | 5.94         | Bacs     | Country Park                               | Country Park                                     |
| Signs Express (Country Park Pond Signs)                                 | 36.00        | 7.20    | 43.20        | Bacs     | MCP Lottery Funded Project                 | Signage  |
| Travis Perkins (Post crete for Country Park)                            | 4.95         | 0.99    | 5.94         | Bacs     | Country Park                               | Country Park                                     |
| Expenses Claim A Chapman (Community Garden expenses)                    | 3.99<br>8.98 | No vat  | 3.99<br>8.98 | Bacs     | Youth and Community<br>Youth and Community | Youth and Community General<br>Community Garden  |
| Travis Perkins (Post crete for litter bin installation)                 | 36.60        | 7.32    | 43.92        | Bacs     | Environmental / Open Spaces                | POS maintenance                                  |
| TLS Security Systems (BACH Automatic Door Repair)                       | 1898.00      | 379.60  | 2277.60      | Bacs     | BACH                                       | Hall improvements                                |
| Castle Hill Quarry (Stone for Pathways)                                 | 2121.49      | 424.30  | 2545.79      | Bacs     | MCP Lottery Project                        | Pathways   |
| Castle Hill Quarry (Stone for Pathways)                                 | 3080.71      | 616.14  | 3696.85      | Bacs     | MCP Lottery Project                        | Pathways   |
| Castle Hill Quarry (Stone for Pathways)                                 | 1154.92      | 230.99  | 1385.91      | Bacs     | MCP Lottery Project                        | Pathways   |
| Expenses Claim J Cox (Ribbon for events)                                | 39.90        | No vat  | 39.90        | Bacs     | Youth and Community                        | Community Events                                 |
| South West Bin Cleaning Company Limited (MH1 knee high fencing repairs) | 500.00       | 100.00  | 600.00       | Bacs     | Environmental / Open Space                 | POS Maintenance                                  |
| Travis Perkins (Toilet hire at Sports Pitches)                          | 290.00       | 58.00   | 348.00       | Bacs     | Environmental / Open Spaces                | Sports Pitches                                   |
| Expenses Claim A Chapman (Community garden expenses)                    | 6.00<br>3.99 | No vat  | 6.00<br>3.99 | Bacs     | Youth and Community                        | Community Garden<br>Youth and Community General. |
| Forte Trailscapes (Pump Track footpath and floodlight ducting)          | 9575.00      | 1915.00 | 11490.00     | Bacs     | Environmental / Open Spaces                | Sports Pitches                                   |
| Forte Trailscapes (Pump track build final invoice)                      | 18000.00     | 3600.00 | 21600.00     | Bacs     | Environmental / Open Spaces                | Sports Pitches                                   |
| GB Sports and Leisure (Routine playground inspection training course)   | 525.00       | 105.00  | 630.00       | Bacs     | Environmental / Open Spaces                | POS Maintenance                                  |
| Cutting Edge Coaching (Youth café support)                              | 472.50       | No vat  | 472.50       | Bacs     | Youth and Community                        | Youth Provision                                  |
| Birddog (Band at Shindig)   | 450.00       | No vat  | 450.00       | Bacs     | Youth and Community                        | Community Events                                 |
| Butcombe Group (Drinks for Shindig)                                     | 45.90        | 9.18    | 55.08        | Bacs     | Youth and Community                        | Community Events                                 |
| Butcombe Group (Drinks for Shindig)                                     | 2899.03      | 579.81  | 3478.84      | Bacs     | Youth and Community                        | Community Events                                 |
| Vagabond Events Limited (Shindig support / activities)                  | 133.01       | No vat  | 133.01       | Bacs     | Youth and Community                        | Community Events                                 |
| Travis Perkins (Toilets for Shindig)                                    | 373.00       | 74.60   | 447.60       | Bacs     | Youth and Community                        | Community Events                                 |
| Ian Brimacombe (Shindig trips to Pynes and fruit and veg)               | 60.00        | No vat  | 60.00        | Bacs     | Youth and Community                        | Community Events                                 |
| Imprints (Addition CP jackets / polo shirts)                            | 118.25       | 23.65   | 141.90       | Bacs     | MCP Lottery Funded Project                 | Volunteer Jackets                                |

| Payee  | Net    | Vat    | Total  | How paid | Cost Centre                 | Cost Code        |
|--|--------|--------|--------|----------|-----------------------------|------------------|
| Expenses Claim S Haskins (Grass cutting at football pitch) | 112.50 | No vat | 112.50 | Bacs     | Environmental / Open Spaces | POS Maintenance  |
| Chrystal Bliss (Entertainment at Shindig)                  | 170.00 | No vat | 170.00 | Bacs     | Youth and Community         | Community Events |

**To note payments made 1<sup>st</sup> April – 30<sup>th</sup> April 2026:**

| Voucher | Cost Code                      | Date       | Bank                                  | Description                           | Supplier                      | VAT Type | Net      | VAT   | Total    |
|---------|--------------------------------|------------|---------------------------------------|---------------------------------------|-------------------------------|----------|----------|-------|----------|
| 8       | Community Events               | 02/04/2026 | PC Treasurer Current Account (Lloyds) | Float for Bingo Event                 | Amy Shepherd                  | Z        | 70.00    |       | 70.00    |
| 48      | Funfest 2026                   | 02/04/2026 | PC Treasurer Current Account (Lloyds) | Funfest TEN                           | Somerset Council              | Z        | 21.00    |       | 21.00    |
| 49      | Young People (Youth Provision) | 07/04/2026 | PC Treasurer Current Account (Lloyds) | Youth Cafe sundries                   | Aldi                          | Z        | 11.29    |       | 11.29    |
| 10      | Pension                        | 07/04/2026 | PC Treasurer Current Account (Lloyds) | Pension Admin                         | Tailored Auto Enrolment       | S        | 16.80    | 3.36  | 20.16    |
| 9       | Volunteer Costs                | 07/04/2026 | PC Treasurer Current Account (Lloyds) | Volunteer refreshments                | MoreCo Group Limited          | Z        | 5.96     |       | 5.96     |
| 11      | Community Events               | 08/04/2026 | PC Treasurer Current Account (Lloyds) | Shindig promotional material printing | Pixartprinting                | S        | 366.23   | 73.25 | 439.48   |
| 2       | Sponsorship for Young People   | 08/04/2026 | BACH Business Account (Lloyds)        | Young People Sponsorship              | Cabot Learning Federation     | Z        | 316.00   |       | 316.00   |
| 1       | Solar Panel Installation       | 08/04/2026 | BACH Business Account (Lloyds)        | Solar panel grant                     | The Oak Partnership           | Z        | 4,872.60 |       | 4,872.60 |
| 54      | Community Events               | 09/04/2026 | PC Treasurer Current Account (Lloyds) | Shindig wooden cutlery                | Amazon                        | S        | 58.92    | 11.78 | 70.70    |
| 50      | Community Events               | 09/04/2026 | PC Treasurer Current Account (Lloyds) | Community Event items                 | Amazon                        | S        | 9.79     | 1.96  | 11.75    |
| 53      | Community Garden               | 09/04/2026 | PC Treasurer Current Account (Lloyds) | Community Garden netting              | Gardening Naturally           | S        | 92.33    | 18.46 | 110.79   |
| 52      | Community Garden               | 09/04/2026 | PC Treasurer Current Account (Lloyds) | Community Garden fuel                 | Amazon                        | S        | 29.16    | 5.83  | 34.99    |
| 51      | Community Garden               | 09/04/2026 | PC Treasurer Current Account (Lloyds) | Community Garden fuel                 | Amazon                        | S        | 25.00    | 5.00  | 30.00    |
| 12      | IT and Communications          | 09/04/2026 | PC Treasurer Current Account (Lloyds) | G Suite                               | Somerset Web Services Limited | S        | 133.00   | 26.60 | 159.60   |
| 55      | Community Garden               | 10/04/2026 | PC Treasurer Current Account (Lloyds) | Community garden and CP items         | Amazon                        | S        | 3.96     | 0.79  | 4.75     |
| 56      | Young People (Youth Provision) | 10/04/2026 | PC Treasurer Current Account (Lloyds) | CP, Youth Cafe and sundry admin items | Amazon                        | S        | 10.82    | 2.17  | 12.99    |
| 56      | Sundry Admin and Equipment     | 10/04/2026 | PC Treasurer Current Account (Lloyds) | CP, Youth Cafe and sundry admin items | Amazon                        | S        | 3.99     | 0.80  | 4.79     |
| 3       | Damage Deposit Refunds         | 10/04/2026 | BACH Business Account (Lloyds)        | Damage Deposit Refund                 | Jade Tingley                  | Z        | 50.00    |       | 50.00    |
| 13      | Volunteer Costs                | 10/04/2026 | PC Treasurer Current Account (Lloyds) | Volunteer refreshments                | MoreCo Group Limited          | Z        | 5.96     |       | 5.96     |
| 55      | Volunteer Tools and Equipment  | 10/04/2026 | PC Treasurer Current Account (Lloyds) | Community garden and CP items         | Amazon                        | S        | 34.82    | 6.96  | 41.78    |

| Voucher | Cost Code                           | Date       | Bank                                  | Description                           | Supplier                      | VAT Type | Net      | VAT    | Total    |
|---------|-------------------------------------|------------|---------------------------------------|---------------------------------------|-------------------------------|----------|----------|--------|----------|
| 56      | Volunteer Tools and Equipment       | 10/04/2026 | PC Treasurer Current Account (Lloyds) | CP, Youth Cafe and sundry admin items | Amazon                        | S        | 9.98     | 2.00   | 11.98    |
| 14      | IT and Communications               | 13/04/2026 | PC Treasurer Current Account (Lloyds) | Website hosting                       | Somerset Web Services Limited | S        | 20.00    | 4.00   | 24.00    |
| 5       | Cleaning Services                   | 13/04/2026 | BACH Business Account (Lloyds)        | Window Cleaning                       | Heathfield Window Cleaning    | Z        | 15.00    |        | 15.00    |
| 4       | Telecoms                            | 13/04/2026 | BACH Business Account (Lloyds)        | BT Telephone / Broadband              | BT                            | S        | 47.95    | 9.59   | 57.54    |
| 36      | Community Events                    | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Shindig fireworks                     | Glover Corp Limited           | S        | 2,296.87 | 459.38 | 2,756.25 |
| 45      | Community Garden                    | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Community garden expenses             | Alan Chapman                  | Z        | 36.55    |        | 36.55    |
| 43      | Funfest 2026                        | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Donkey rides                          | Parc Ponies Limited           | S        | 50.00    | 10.00  | 60.00    |
| 30      | Young People (Youth Provision)      | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Youth Cafe expenses                   | Mandy Cooper                  | Z        | 1.98     |        | 1.98     |
| 37      | Young People (Youth Provision)      | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Youth Cafe support                    | Cutting Edge Coaching         | Z        | 270.00   |        | 270.00   |
| 58      | Young People (Youth Provision)      | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Youth Cafe expenses                   | Jess Cox                      | Z        | 9.90     |        | 9.90     |
| 57      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Lengthsman Expenses                   | Shaun Rolls                   | Z        | 25.43    |        | 25.43    |
| 68      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Clr Expenses                          | Barry Gage                    | Z        | 31.95    |        | 31.95    |
| 28      | Training                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Clerk Training                        | SLCC                          | Z        | 3,000.00 |        | 3,000.00 |
| 25      | IT and Communications               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | IT Software                           | QSS IT Solutions              | S        | 8.51     | 1.70   | 10.21    |
| 33      | IT and Communications               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Scribe Software                       | Starboard Systems             | S        | 948.00   | 189.60 | 1,137.60 |
| 22      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Homeworkers Allowance                 | Amy Shepherd                  | Z        | 27.00    |        | 27.00    |
| 23      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Homeworkers Allowance                 | Kate Welsh                    | Z        | 27.00    |        | 27.00    |
| 26      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Travel Expenses                       | Amy Shepherd                  | Z        | 44.35    |        | 44.35    |
| 27      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Clerks Expenses                       | Kate Welsh                    | Z        | 43.20    |        | 43.20    |
| 29      | Expenses                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Travel Expenses                       | Alan Hall                     | Z        | 67.50    |        | 67.50    |
| 15      | Salaries                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Salary                                | Amy Shepherd                  | Z        | -        |        | -        |
| 16      | Salaries                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Salary                                | Kate Welsh                    | Z        | -        |        | -        |
| 17      | Salaries                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Salary                                | Jessica Cox                   | Z        | -        |        | -        |
| 19      | Salaries                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Salary                                | Shaun Rolls                   | Z        | -        |        | -        |
| 20      | Salaries                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Tax and NI Contributions              | HMRC                          | Z        | 2,923.79 |        | 2,923.79 |
| 21      | Salaries                            | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Tax and NI Contributions              | HMRC                          | Z        | 3,196.86 |        | 3,196.86 |
| 63      | Sports Pitch Delivery / Maintenance | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Sports pitch toilet hire              | Travis Perkins                | S        | 290.00   | 58.00  | 348.00   |

| Voucher | Cost Code                           | Date       | Bank                                  | Description                       | Supplier                    | VAT Type | Net       | VAT      | Total     |
|---------|-------------------------------------|------------|---------------------------------------|-----------------------------------|-----------------------------|----------|-----------|----------|-----------|
| 46      | Sports Pitch Delivery / Maintenance | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Pump track installation           | Forte Trailscapes Limited   | S        | 24,000.00 | 4,800.00 | 28,800.00 |
| 44      | Sports Pitch Delivery / Maintenance | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Tree stakes                       | Weetree Wholesale Nurseries | S        | 147.00    | 29.40    | 176.40    |
| 24      | Environmental / Community           | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Climate Communications Project    | Business All About You      | Z        | 275.00    |          | 275.00    |
| 35      | Off Carriageway Highway Maintenance | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Gully sucking across parish       | Griffin Toilet Hire Ltd     | S        | 1,000.00  | 200.00   | 1,200.00  |
| 31      | Public Open Space Maintenance       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Dog bin emptying                  | Somerset Council            | S        | 929.50    | 185.90   | 1,115.40  |
| 57      | Public Open Space Maintenance       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Lengthsman Expenses               | Shaun Rolls                 | Z        | 16.99     |          | 16.99     |
| 66      | Public Open Space Maintenance       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Postcrete for bin installation    | Travis Perkins              | S        | 183.00    | 36.60    | 219.60    |
| 65      | Public Open Space Maintenance       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Electric Phone Box                | NPower                      | L        | 90.09     | 4.50     | 94.59     |
| 68      | Public Open Space Maintenance       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Clr Expenses                      | Barry Gage                  | Z        | 100.00    |          | 100.00    |
| 47      | Subscriptions and Affiliations      | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Subscription                      | SALC                        | Z        | 1,812.05  |          | 1,812.05  |
| 32      | MH1 POS                             | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Dual use bins                     | Wybone Limited              | S        | 3,364.93  | 672.99   | 4,037.92  |
| 62      | Stronger Communities Fund grant     | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Sports pitch lawnmower and roller | Optev                       | S        | 2,000.00  | 400.00   | 2,400.00  |
| 34      | Poppy of Honour                     | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Poppy of Honour wristbands        | The Wristband Company       | S        | 260.00    | 52.00    | 312.00    |
| 7       | Licenses and Subscriptions          | 15/04/2026 | BACH Business Account (Lloyds)        | Premises Licence Annual Fee       | Somerset Council            | Z        | 180.00    |          | 180.00    |
| 6       | Damage Deposit Refunds              | 15/04/2026 | BACH Business Account (Lloyds)        | Damage Deposit Refund             | Mari Luz Rodriguez          | Z        | 50.00     |          | 50.00     |
| 18      | Volunteer Coordinator               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Salary                            | Candy Sully                 | Z        | -         |          | -         |
| 15      | Administration                      | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Salary                            | Amy Shepherd                | Z        | -         |          | -         |
| 59      | Volunteer Costs                     | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Country park expense              | Candy Sully                 | Z        | 5.00      |          | 5.00      |
| 42      | Accessibility - Paths               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Stone for pathways                | Castle Hill Quarry          | S        | 396.01    | 79.20    | 475.21    |
| 40      | Accessibility - Paths               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Stone for pathways                | Castle Hill Quarry          | S        | 936.92    | 187.38   | 1,124.30  |
| 39      | Accessibility - Paths               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Stone for pathways                | Castle Hill Quarry          | S        | 1,251.83  | 250.37   | 1,502.20  |
| 38      | Accessibility - Paths               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Stone for pathways                | Castle Hill Quarry          | S        | 1,221.72  | 244.35   | 1,466.07  |
| 59      | Volunteer Tools and Equipment       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Country park expense              | Candy Sully                 | Z        | 22.86     |          | 22.86     |

| Voucher | Cost Code                           | Date       | Bank                                  | Description                             | Supplier                         | VAT Type | Net      | VAT    | Total    |
|---------|-------------------------------------|------------|---------------------------------------|---|----------------------------------|----------|----------|--------|----------|
| 60      | Volunteer Equipment Servicing       | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Ride On Lawn Mower Service              | Bridgwater Mowers                | S        | 48.00    | 9.60   | 57.60    |
| 67      | Accessibility - Paths               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Pathway geotextile                      | Travis Perkins                   | S        | 220.65   | 44.13  | 264.78   |
| 61      | Accessibility - Paths               | 15/04/2026 | PC Treasurer Current Account (Lloyds) | Pathway geotextile                      | Travis Perkins                   | S        | 255.00   | 51.00  | 306.00   |
| 64      | Facilities - Benches                | 15/04/2026 | PC Treasurer Current Account (Lloyds) | CP Benches                              | Somerset Timber Services Limited | S        | 700.00   | 140.00 | 840.00   |
| 72      | Youth and Community General         | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Community cafe items                    | Amazon                           | S        | 11.66    | 2.33   | 13.99    |
| 73      | Community Events                    | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Community Event items                   | Amazon                           | S        | 27.40    | 5.48   | 32.88    |
| 70      | Community Events                    | 16/04/2026 | PC Treasurer Current Account (Lloyds) | TEN for Shindig                         | Somerset Council                 | Z        | 21.00    |        | 21.00    |
| 71      | Young People (Youth Provision)      | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Milk for youth cafe                     | Co-op Group Food                 | Z        | 3.18     |        | 3.18     |
| 75      | Community Garden                    | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Bench for Community Garden              | Oakworld                         | S        | 240.83   | 48.17  | 289.00   |
| 69      | Sports Pitch Delivery / Maintenance | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Pump track container                    | Lion Containers Ltd              | S        | 2,350.00 | 470.00 | 2,820.00 |
| 76      | Public Open Space Maintenance       | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Football Posts                          | Net World Sports                 | S        | 739.12   | 147.82 | 886.94   |
| 74      | Sponsorship for Young People        | 16/04/2026 | PC Treasurer Current Account (Lloyds) | Young People Sponsorship School Uniform | Shop Keep Easy                   | Z        | 94.72    |        | 94.72    |
| 104     | Community Events                    | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Community Event items                   | Amazon                           | S        | 45.82    | 9.17   | 54.99    |
| 81      | Public Open Space Maintenance       | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Dog poo bags                            | Muttsbutts.com                   | S        | 138.08   | 27.62  | 165.70   |
| 102     | Sundry Admin and Equipment          | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Business cards                          | Vistaprint                       | S        | 19.16    | 3.83   | 22.99    |
| 101     | Bank charges                        | 17/04/2026 | PC CIL Account (Lloyds)               | Bank Charges                            | Lloyds Bank                      | Z        | 8.50     |        | 8.50     |
| 78      | Bank charges                        | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Bank Charges                            | Lloyds Bank                      | Z        | 8.50     |        | 8.50     |
| 103     | Cleaning Supplies                   | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Country park and BACH items             | Amazon                           | S        | 20.19    | 4.04   | 24.23    |
| 80      | Cleaning Supplies                   | 17/04/2026 | PC Treasurer Current Account (Lloyds) | BACH Toilet rolls                       | Amazon                           | S        | 19.99    | 4.00   | 23.99    |
| 79      | Volunteer Costs                     | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Volunteer refreshments                  | MoreCo Group Limited             | Z        | 5.96     |        | 5.96     |
| 77      | Volunteer Office Costs              | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Electric at Country Park                | Crown Gas and Power 2 Ltd        | L        | 77.22    | 3.86   | 81.08    |
| 103     | Volunteer Tools and Equipment       | 17/04/2026 | PC Treasurer Current Account (Lloyds) | Country park and BACH items             | Amazon                           | S        | 8.53     | 1.71   | 10.24    |
| 83      | Community Events                    | 20/04/2026 | PC Treasurer Current Account (Lloyds) | EMS Merchant                            | EMS                              | S        | 5.99     | 1.20   | 7.19     |
| 85      | Sundry Admin and Equipment          | 20/04/2026 | PC Treasurer Current Account (Lloyds) | Assistant Clerk Community equipment     | Back Care Solutions Limited      | S        | 1,790.59 | 358.12 | 2,148.71 |

| Voucher | Cost Code                           | Date       | Bank                                  | Description                          | Supplier                      | VAT Type | Net      | VAT    | Total    |
|---------|-------------------------------------|------------|---------------------------------------|--------------------------------------|-------------------------------|----------|----------|--------|----------|
| 97      | Miscellaneous                       | 20/04/2026 | BACH Business Account (Lloyds)        | Bank Charges                         | Lloyds Bank                   | Z        | 4.25     |        | 4.25     |
| 82      | Volunteer Tools and Equipment       | 20/04/2026 | PC Treasurer Current Account (Lloyds) | Country Park items                   | Amazon                        | S        | 15.42    | 3.08   | 18.50    |
| 84      | Sundry Admin and Equipment          | 21/04/2026 | PC Treasurer Current Account (Lloyds) | Assistant Clerk Community equipment  | Back Care Solutions Limited   | S        | 1,379.50 | 275.90 | 1,655.40 |
| 86      | Accessibility - Paths               | 21/04/2026 | PC Treasurer Current Account (Lloyds) | Country Park Pathways                | Brian Keal                    | Z        | 8,880.82 |        | 8,880.82 |
| 90      | Young People (Youth Provision)      | 23/04/2026 | PC Treasurer Current Account (Lloyds) | Milk for youth cafe                  | Co-op Group Food              | Z        | 5.90     |        | 5.90     |
| 87      | IT and Communications               | 23/04/2026 | PC Treasurer Current Account (Lloyds) | Website hosting                      | Somerset Web Services Limited | S        | 33.00    | 6.60   | 39.60    |
| 88      | IT and Communications               | 23/04/2026 | PC Treasurer Current Account (Lloyds) | Website hosting                      | Somerset Web Services Limited | S        | 65.00    | 13.00  | 78.00    |
| 89      | IT and Communications               | 23/04/2026 | PC Treasurer Current Account (Lloyds) | Website hosting                      | Somerset Web Services Limited | S        | 70.00    | 14.00  | 84.00    |
| 108     | Sundry Admin and Equipment          | 23/04/2026 | PC Treasurer Current Account (Lloyds) | Stationery                           | Amazon                        | S        | 16.24    | 3.25   | 19.49    |
| 98      | Damage Deposit Refunds              | 23/04/2026 | BACH Business Account (Lloyds)        | Damage Deposit Refund                | Nicole Cassini Calegaro       | Z        | 50.00    |        | 50.00    |
| 105     | Expenses                            | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Clr Expenses                         | Stuart Haskins                | Z        | 4.00     |        | 4.00     |
| 93      | Young People (Youth Provision)      | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Milk for youth cafe                  | Co-op Group Food              | Z        | 1.70     |        | 1.70     |
| 91      | IT and Communications               | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Annual website protection            | Somerset Web Services Limited | S        | 300.00   | 60.00  | 360.00   |
| 92      | Sports Pitch Delivery / Maintenance | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Sports Pitch booking system          | Starboard Systems             | S        | 279.00   | 55.80  | 334.80   |
| 107     | Sundry Admin and Equipment          | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Stationery                           | Amazon                        | S        | 12.41    | 2.48   | 14.89    |
| 106     | Sundry Admin and Equipment          | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Stationery                           | Amazon                        | S        | 8.32     | 1.66   | 9.98     |
| 109     | Sundry Admin and Equipment          | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Stationery                           | Amazon                        | S        | 3.32     | 0.67   | 3.99     |
| 109     | Sundry Admin and Equipment          | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Stationery                           | Amazon                        | S        | 8.32     | 1.67   | 9.99     |
| 99      | Utilities                           | 24/04/2026 | BACH Business Account (Lloyds)        | BACH Utilities                       | The Oak Partnership           | Z        | 114.13   |        | 114.13   |
| 105     | Poppy of Honour                     | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Clr Expenses                         | Stuart Haskins                | Z        | 24.75    |        | 24.75    |
| 94      | Volunteer Costs                     | 24/04/2026 | PC Treasurer Current Account (Lloyds) | Volunteer refreshments               | MoreCo Group Limited          | Z        | 5.96     |        | 5.96     |
| 95      | Sundry Admin and Equipment          | 27/04/2026 | PC Treasurer Current Account (Lloyds) | Print cartridge                      | The Cartridge People Limited  | S        | 39.51    | 7.90   | 47.41    |
| 110     | Facilities Waste Bin Emptying       | 27/04/2026 | PC Treasurer Current Account (Lloyds) | Country park bin bags                | Amazon                        | S        | 65.82    | 13.16  | 78.98    |
| 111     | Pension                             | 28/04/2026 | PC Treasurer Current Account (Lloyds) | Pension Contributions                | Legal and General             | Z        | 420.32   |        | 420.32   |
| 114     | Community Garden                    | 28/04/2026 | PC Treasurer Current Account (Lloyds) | Community garden insect mesh netting | Gardening Naturally           | S        | 50.56    | 10.11  | 60.67    |
| 112     | IT and Communications               | 28/04/2026 | PC Treasurer Current Account (Lloyds) | Zoom subscription                    | Zoom                          | S        | 129.90   | 25.98  | 155.88   |
| 113     | IT and Communications               | 28/04/2026 | PC Treasurer Current Account (Lloyds) | Mobile phone contract                | Three                         | S        | 49.48    | 9.90   | 59.38    |

| Voucher | Cost Code                           | Date       | Bank                                  | Description                                | Supplier                         | VAT Type | Net       | VAT       | Total     |
|---------|-------------------------------------|------------|---------------------------------------|--|----------------------------------|----------|-----------|-----------|-----------|
| 96      | Country Park                        | 28/04/2026 | PC Treasurer Current Account (Lloyds) | Country Park Compound Cleaning             | KS Cleaning Services             | Z        | 54.00     |           | 54.00     |
| 100     | Cleaning Services                   | 28/04/2026 | BACH Business Account (Lloyds)        | BACH Cleaning                              | KS Cleaning Services             | Z        | 90.00     |           | 90.00     |
| 111     | Volunteer Coordinator               | 28/04/2026 | PC Treasurer Current Account (Lloyds) | Pension Contributions                      | Legal and General                | Z        | 88.68     |           | 88.68     |
| 117     | IT and Communications               | 29/04/2026 | PC Treasurer Current Account (Lloyds) | Canva subscription                         | Canva                            | Z        | 27.00     |           | 27.00     |
| 116     | Public Open Space Maintenance       | 29/04/2026 | PC Treasurer Current Account (Lloyds) | Play park inspection training              | GB Sports and Leisure UK Limited | S        | 770.00    | 154.00    | 924.00    |
| 115     | Poppy of Honour                     | 29/04/2026 | PC Treasurer Current Account (Lloyds) | Poppy of Honour Royal Welsh Show           | Royal Welsh Agricultural Society | Z        | 370.66    |           | 370.66    |
| 119     | Community Events                    | 30/04/2026 | PC Treasurer Current Account (Lloyds) | Community event, youth cafe and BACH items | Bookers Limited                  | S        | 171.86    | 34.38     | 206.24    |
| 119     | Community Events                    | 30/04/2026 | PC Treasurer Current Account (Lloyds) | Community event, youth cafe and BACH items | Bookers Limited                  | Z        | 161.99    |           | 161.99    |
| 119     | Young People (Youth Provision)      | 30/04/2026 | PC Treasurer Current Account (Lloyds) | Community event, youth cafe and BACH items | Bookers Limited                  | Z        | 12.68     |           | 12.68     |
| 119     | Young People (Youth Provision)      | 30/04/2026 | PC Treasurer Current Account (Lloyds) | Community event, youth cafe and BACH items | Bookers Limited                  | S        | 15.87     | 3.17      | 19.04     |
| 118     | Sports Pitch Delivery / Maintenance | 30/04/2026 | PC Treasurer Current Account (Lloyds) | Deep water signs                           | Amazon                           | S        | 20.73     | 4.15      | 24.88     |
| 119     | Cleaning Supplies                   | 30/04/2026 | PC Treasurer Current Account (Lloyds) | Community event, youth cafe and BACH items | Bookers Limited                  | S        | 24.00     | 4.80      | 28.80     |
|         |                                     |            |                                       |  | <b>Total:</b>                    |          | 86,571.90 | 10,071.66 | 96,643.56 |

Any other invoices received before the next meeting will be added. Payments by bacs wherever possible.

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

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

£158.90 from BACH to PC Treasurer Account (Cleaning supplies and young person grant (school uniform))

#### **b) Consider recommendations of the Audit Working Party**

AUDIT WORKING PARTY Meeting Friday 24th April 2026 at 9.30am via Zoom

#### **NOTES**

Supporting documents were circulated to all participants prior to the meeting.

Present: Cllrs Haskins, Gage and Munson and Clerk A Shepherd.

1. Apologies.

Apologies were received from Cllr Ellis.

2. Report of the third quarter meeting in January to be approved.

The report / notes from the meeting were approved.

3. To confirm fourth quarter bank reconciliation.

A detailed bank reconciliation for the fourth quarter and copies of the bank statements were circulated in advance of the meeting and the bank reconciliation was approved. The bank reconciliation confirms a balance of £917,967.10 across the PC bank accounts at 31st March 2026.

Clerk confirmed that enquiries are being made with Nationwide Building Society about investing £15000.00 of BACH funds following the closure of the Hampshire Trust bank account in January.

4. To review summary report and reserves report at year end.

The budgeting report to the 31st March was shared in advance of the meeting and considered in detail. The Audit Working Party made no recommendations to the Parish Council.

The reserves report at 31st March was shared in advance. It was noted that the general reserves amount at year end was £180,506.06.

The Audit Working Party noted that the PC performed well against its budget through the year and that the level of general reserves was at a good level.

5. To confirm fourth quarter VAT submission

Clerk confirmed that the fourth quarter VAT submission has been submitted. The net VAT reclaimed was £10924.21. The submission has been processed and payment has been received.

6. To review CIL spend and review remaining funds

A document summarising CIL spend and the amount of CIL money remaining was circulated in advance of the meeting. The document was summarised, discussed and the current position noted.

It was noted that £180,558.06 of CIL money was held at 31st March 2026.

It was also noted that the PC is currently spending the pot of CIL received in April 2022, that needs to be spent by April 2027. £47,094.95 must be spent by April 2027.

Future CIL projects were discussed and noted Sports Pitch pavilion (if grant funding cannot be obtained), CP car park and extension of the 20mph speed limit on Monkton Heathfield Road / Milton Hill.

7. Grant applications

It was noted that the current window for grant applications closes on 15th May 2026.

The Audit Working Party considered the applications received so far:

a) Sophie Knapp – Social and Wellbeing Grant Podcast equipment to advance a podcast that is operational to support and inform the community and advance and promote mental, physical and cultural wellbeing. Website: Portfolio | Moda Interviews And Media (£500.00)

b) Crimestoppers South West – Social and Wellbeing Grant – to increase reporting of crime, improve public confidence to report and increase community safety (£200.00)

The Audit Working Party recommended that the Parish Council supports both applications. The Audit Working Party recommended that the equipment is purchased for applicant A and gifted to the individual.

8. To consider any other financial matters brought to the attention of the RFO before the meeting.

Clerk confirmed that she had no other financial matters to raise.

9. Date of next meeting Friday 24th July 2026 at 9.30am via zoom.

Meeting finished at 10.20am.

Resolution to accept the recommendations of the Audit Working Party:

The Audit Working Party recommended that the Parish Council supports both applications. The Audit Working Party recommended that the equipment is purchased for applicant A and gifted to the individual. The Parish Council accepted the recommendations of the Audit Working Party but agreed that in respect of the grant application A the items are purchased and loaned to the applicant instead of gifted. Loan to be reviewed in 12 months. Proposed by Cllr Chapman, seconded by Cllr Besley and agreed with all in favour.

**c. Consider grant applications (in addition to those considered by the Audit Working Party).**

No additional applications received at time of the meeting (deadline is 15th May 2026).

**d) To receive budget monitoring report (incorporating BACH accounts)**

The budget monitoring report was circulated in advance of the meeting and its contents was noted.

**22/26 Projects**

**a) Hyde Park Sports Ground; update on progress on site, approval of risk assessment for pump track, discuss / agree additional fencing requirement / cost.**

It was noted that despite the pump track not being open there was an accident at the pump track on Sunday. The accident highlighted issues with how emergency access can be obtained once the pump track is opened. It was agreed that signage should be added to the pedestrian gate and at the pump track access gate confirming the procedure in an emergency. A combination padlock to be added to the field gate adjacent to the pedestrian gate accessing the dog walking area to enable it to be opened in the event of an emergency. Clerk and Assistant Clerks mobile numbers to be added to the signage.

Signage to also include other information about safe use of the track / rules and a mechanism stating whether the track is open or closed.

It was noted that the ROSPA inspection has been completed on the track and that operational and routine training has been booked for the Lengthsman / Cllrs, staff and volunteers. A call out for volunteers has been added to social media.

Clerk advised that the insurance company have confirmed that the pump track is insured as long as evidenced inspections are taking place and a risk assessment is in place. A google form has been set up for routine inspections.

The Risk Assessment for the pump track was reviewed and it was noted that the following measures need to be in place prior to the opening of the track:

- CCTV
- Signage at the dog walking and pump track gate including rules, disclaimers and opening hours.
- Litter bin
- Combination padlocks on the pump track gate and field gate.
- Schedule for opening / closing the pump track (open at dawn and close at dusk)
- Schedule for routine inspections of the pump track (weekly)
- Bin installation
- No dog signs
- No glass signs
- Fencing installation / site secured.
- Self-close mechanism on pump track entrance gate to prevent dog access from dog walking area.

Progress to be reviewed again at the next meeting including full sign off of the risk assessment.

Clerk reported that the fencing contractors have commenced the fencing installation to fence off the pump track from the pitches but that it isn't complete and the contractors will be back on site on Saturday. A cost for the remainder of the fencing to secure the pitches will be provided for consideration at the next meeting.

Cllr Haskins suggested that young people in the community are invited to spray paint the container in the pump track.

Installation of a defibrillator at the Sports Ground to be considered when electric has been installed.

Cllr Gage reported that a small trench has been dug at the sports pitches for the temporary planting of the trees.

Clerk reported that the floodlighting columns are being installed this week and that she is continuing to liaise with Persimmon and utility contractors about water / electric / sewerage connections and has requested a site meeting.

Clerk reported that she has also developed terms and conditions for use of pitches to be considered by Sports Pitch committee / get feedback prior to approval by the PC.

Risk assessment for the remainder of the sports ground under development.

Cllr Haskins advised that he has pallets ready to re-pallet / tidy the bricks for future use.

### **23/26 West Monkton Cricket Club Parking**

Picture of parking on the POS around the cricket club on Friday evenings was shared on screen.

It was agreed to discuss the issue with the Cricket Club and obtain quotes for a line of metal posts to mark the extent of the cricket club boundary and to prevent parking.

*The agenda was interrupted to take item 25 'Hob Close Play Park; consideration of installing a baby swing'*

### **24/26: Hob Close Play Park; consideration of installing a baby swing.**

Cllr Chapman outlined a proposal to install a baby swing in the Hob Close play park. Cllr Chapman outlined a quotation providing indicative costs.

It was agreed in principle to install a baby swing, subject to alternative quotes being gathered for consideration at the next meeting. Proposed by Cllr Besley, seconded by Cllr Gage and agreed with all in favour.

*The agenda was interrupted to take item 26 'Country Park update'*

### **25/26 Country Park Update; tipper trailer use by Lengthsman.**

Cllr Haskins outlined a proposal for the Lengthsman to occasionally use the tipper trailer when carrying out his duties. Use of the trailer by the Lengthsman was agreed.

Candy Sully, Volunteer Coordinator provided an update on the following:

- Attended the Cheddon Fitzpaine Annual Parish Council meeting last night and a query was raised about the cost of water to refill the pond when required.
- Trees in the nursery are available for elsewhere.
- Wildflowers are in and are growing.
- Pond bank plants are ready to go in – hopefully on Saturday.
- Still a leak in the water main at the bottom of the park. Candy to share the location with the Clerk to report to Wessex Water.
- Chasing repairs to lawnmower
- Chasing wildlife codebreaker information boards.
- CCTV to go up.
- Owl box donated.
- Red oxide paint needed for containers. Cllr Haskins to arrange.
- Creech St Michael PTA would like to borrow marquees / equipment – an approach may come at some point

Cllr Haskins suggested that PDQ, a local scaffolding company, should be approached to provide a quote to put scaffolding up around the beacon to clean / paint it. Clerk to obtain a quote.

Clerk to liaise with Kevin Chedzoy about adding a lock box to the new CP container when it is delivered.

Cllr Haskins reported that the second smaller marquees tarpaulin needs repairing. Cllr Munson to liaise with the repair company about timescales.

Cllr Haskins reported that he has started to take down the Shindig signs.

*Agenda resumed.*

### **26/26 Community Events Update; feedback from Somerset Day Shindig.**

Clerk reported that £9307.61 in card payments and £2169.13 in cash payments were taken at the event but £60.00 was in counterfeit notes. Total: £11476.74 – 60.00 = £11416.74 in payments. Full income / expenditure analysis to be made available for the next meeting.

Feedback and discussion of improvements needed for future events took place including security, more toilets / urinals and help during the event and for packing down.

Events Working Group meeting scheduled to take place on 21<sup>st</sup> May when a further discussion will take place and feedback will be provided at the next PC meeting.

### **27/26 Other matters for report only – items for discussion - no decision**

Bridgwater Road pitch – Cllr Cavill following the proposal to install bollards to secure the pitches with Somerset Council.

**a) Items for next meeting agenda - by Monday 18th May or 1st June 2026**

Noted

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

Noted

**28/26 Dates of forthcoming meetings:**

Parish Council:

Second Tuesday in the month (Business focused meeting)

2026: 9th Jun, 14th Jul, 11th Aug, 8th Sept, 13th Oct, 10th Nov, 8th Dec.

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

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

Audit Working Party: 24th July 2026 at 9.30am.

Annual Parish Meeting: TBC March 2027 at 7pm

BACH Committee 5th June 2026 at 10am

Budget and Precept Working Group: November 2026 at 7pm

Sports Pitch Committee 19th May 2026 at 9.30am

Somerset Wood Joint Committee TBC

Meeting finished at 9.45pm.



Signed Chairman:

Date: 26<sup>th</sup> May 2026