



West Monkton Parish Council

Clerk to the Parish Council: Mrs. A Shepherd **Assistant Clerk:** Mrs. P A Cavill **Assistant Clerk Community** Mrs. K Welsh

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Parish Council website: www.westmonkton.net **Monkton Matters website:** www.monktonmatters.co.uk

4th May 2022

I hereby give notice that the meeting of West Monkton Parish Council will be held at Brittons Ash Community Hall on **Tuesday 10th May 2022 at 7pm.**

Members of the public are welcome to attend this meeting virtually if they would prefer. To join the meeting please use this link:

<https://us02web.zoom.us/j/89074079333>

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless the Parish Council by resolution/s enters confidential session, when the public are lawfully excluded. Such entitlement to attend does not include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Public question time at this meeting will be held about 7.20pm. Members of the public are welcome to attend, those on the Electoral Roll of the Parish may speak.

Amy Shepherd

Clerk to the Parish Council

AGENDA

- 1) To receive any apologies (with reasons), introductions with responsibilities
- 2) To note:
 - a) Declarations of Interest
 - b) Dispensation Requests
 - c) Amendments to the Register of Disclosable Pecuniary Interests
- 3) Election of Chairman **(R)**
- 4) Election of Vice Chairman **(R)**
- 5) Acceptance of Office forms to be received by Clerk for all Councillors and from Chairman, Vice Chairman
- 6) To adopt the minutes of the Parish Council meeting on 26th April 2022 **(R)**
- 7) To review delegations:
 - a) To Clerk: In consultation with the Chairman, for grant of dispensations
 - b) To BACH committee: The day to day running of the BACH will be by the BACH committee, minutes (including resolutions) to be ratified by WMPC.
- 8) To confirm dispensations:
 - a) MH1: All members of West Monkton Parish Council to allow them to participate in discussions in relation to MH1
 - b) MH2: All members of West Monkton Parish Council to allow them to participate in discussions in relation to MH2.
- 9) To review terms of reference for Committees and Working Party Groups:
 - 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.
 - b) Audit Working Party Group: review / confirm members of the Audit Working Party Group.
- 10) To review and adopt
 - a) Current Standing Orders and Financial Orders, as available on West Monkton website **(R)**
 - b) LGA Model Councillor Code of Conduct **(R)**
 - c) 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 **(R)**
- 11) To review/confirm representatives on external bodies: with reporting back to Parish Council
 - a) the Village Hall Management Committee
 - b) the Spital Trust
- 12) To discuss Councillor roles and responsibilities and agree:

Member responsible for: Footpaths, BACH Chairman, Allotments, Highways, Water Resilience, Public Open Spaces/ Children's Play Areas and Recreation, Safe Routes to School, Community Liaison /Transportation and Local Government Re-organisation.

- 13) To note that the Register of Assets is up to date and is due for review in October 2022.
 - 14) To confirm that the Council is insured with BHIB Limited and the policy will be renewed in June 2022 (2nd year of 3 year term)
 - 15) To consider and confirm continuation of annual subscriptions to Somerset Association of Local Councils (SALC), Society of Local Council Clerks (SLCC), Community Council for Somerset (CCS) and CCS Buildings.
 - 16) To note Clerk's report, Assistant Clerk's report and Assistant Clerk (Community) report – no decisions.
 - 17) To approve 2021/22 Annual Report (PC report for 2021/22 year – approval delayed due to pre-election period) **(R)**
 - 18) Local Government Re-Organisation - update
 - 19) SCC report – no decisions
 - 20) SW+T Council reports - no decisions
 - 21) Neighbourhood Plan Update; NP Delivery Group Chairman: Mr K Tutill / Assistant Clerk
 - 22) Chairman's Parish Asset Report
- Meeting will be adjourned*

Public Question Time

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

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

Meeting will reconvene

- 23) Community
 - a) Queen's Platinum Jubilee celebrations in the Parish: Update
 - b) Community Fridge: Update
- 24) Reports, including recent developments, matters to consider and decisions to be made:
 - a) Bathpool Flood Warden: Mr Kevin Perry.
 - b) Councillors with roles of responsibility (not all Councillors will have a report to make)
 - Footpaths: Cllr Gage
 - BACH: Cllr Gage; Extension update.
 - Highways: Cllr Besley
 - Water Resilience: Cllrs Cavill and Hall
 - Safe Routes to School: Cllr Tully
 - Public Open Spaces, Recreation and Children's Play Areas: Cllr Hope
 - Transportation: Cllr Elliston
 - c) Communications Report: Update – Clerk.
 - d) GDPR – Nothing to report.

Representatives on outside bodies/Response to Consultations:

 - e) West Monkton Village Hall Management Committee; Cllr Tully to report
 - f) The Spital Trust: Cllr Ellis to report.
 - g) Any other events at which WMPC was represented.
 - h) Consultation responses to be developed / approved for submission: None
- 25) Finance
 - a) BACH Finance to 30th April 2022
 - b) Annual Governance Statement approval **(R)**
 - c) Approval and adoption of 2021/22 Accounts **(R)**
 - d) Quotes **(R)**
 - e) To receive receipts and payments, approve payments **(R)**
 - f) To note bank reconciliation and budget check
 - g) Bank accounts
- 26) Other matters for report only – items for discussion - no decision
 - a) Items for next meeting agenda - by Monday 16th May 2022 or Monday 6th June 2022
- 27) Country Park – update

Confidential Session:

(Due to confidential lease negotiations being discussed)

28) Country Park. Lease update and to consider the recommendations of the Country Park Working Group **(R)**

(Due to confidential negotiations with the Developer)

29) MH1 Tree planting (removal of waste from planting) , Grass Cutting, Play Park remedials, POS adoption and Sports Pitches:
Update

30) Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2022: 14th Jun, 12th Jul, 9th Aug, 13th Sep, 11th Oct, 8th Nov, 13th Dec.

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

2022: 24th May, 28th Jun, 26th Jul, 23rd Aug, 27th Sep, 25th Oct, 22nd Nov.

Audit Working Party: 22nd July at 9.00am (Virtual)

Annual Parish Meeting: TBC March 2023 at 7pm

BACH committee 7th June 2022 at 7pm

Budget and Precept TBC November 2022

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

(R) = Resolution to be considered / required.