



West Monkton Parish Council

## ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 10<sup>th</sup> December 2019 at 7.00pm in the BACH (Brittons Ash Community Hall), Bathpool.

Present: Cllrs Besley, Cavill, Ellis, Hall, Haskins, Hope, Gage and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Ms J Pearson, Clerk to Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden, Mr T Tutill, NP Delivery Group Chairman, Cllr David Fothergill, County Councillor, Paul Elliston, Bathpool Pioneer and approximately 3 members of the public.

### **179/19 To receive any apologies (with reasons), introductions with responsibilities**

Apologies were received from Cllr Andrew Pritchard, District Councillor, SWT.

### **180/19 Declarations of Interest, Dispensation Requests, amendments to the Register of Disclosable Pecuniary Interest**

- 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.

### **181/19 To adopt the minutes of the last meetings**

The minutes from the previous meeting of the Parish Council on 12<sup>th</sup> November 2019, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 12<sup>th</sup> November 2019, proposed by Cllr Hall, seconded by Cllr Tully, and all agreed by show of hands.

### **182/19 To note Clerk's report and Assistant Clerk's report**

Assistant Clerk's report:

- Actioned decisions made by Council.
- Attended meetings with Persimmon, Joint Panel with Creech St Michael PC, Cheddon Fitzpaine PC, Parish Surgery, Liaison meeting with SWTC, meeting with Taunton Solicitors.
- Finalised agreement with Taunton Solicitors for transfer of Car Parking spaces at the BACH.
- Analysed responses to NP Questionnaire and write report: prepared draft Policy amendments in light of NP questionnaire analysis. Liaison with K Tutill and Jo Pearson Clerk CFPC.
- Prepared budget and precept for 2020/2021 including outcomes from NP Questionnaire analysis.
- Attended Climate Emergency conference at Timberscombe with Cllrs Cavill and Gage: researched other Council actions: drafted a resolution for West Monkton to declare a climate and ecology emergency.

Clerk's report:

- Actions from previous meetings and other issues raised during the month:
  - Christmas Community Get Together
  - Signed licence for Parish Signs returned to SCC and signs ordered
  - Developed Parish Council meeting calendar further
  - Information about Heathfield Tennis Courts shared on website and Facebook page
  - Response from SCC re Safe Route to School proposal raised at the last meeting.

- Reported Parish Councillor vacancy to monitoring officer at SW+T Council, notice received and displayed.
- WRR – Oak Trees – Persimmon.
- Further damage at Cricket Ground.
- Allotments:
  - Renewals sent (due 1st January)
- BACH:
  - Office Ventilation installation and PAT Testing complete.
  - Pictures of new screen and audio equipment added to website.
  - Managing bookings in Maggie's absence.
  - Next Committee Meeting – Thursday 23rd January 2020 at 7pm.
- Other events attended during November:
  - 14th November 2019 – Parish Surgery (with Persimmon in attendance)
  - 18th November 2019 – Meeting with SWT CEO re Country Park
  - 19th November 2019 – MH1 Working Party Meeting, follow up email correspondence to Persimmon and Taunton Solicitors.
  - 27th November 2019 – Meeting with Persimmon / SCC Highways
  - 28th November 2019 – Budget and Precept Working Group Meeting
- Dates this month:
  - 3rd December 2019 – SWT Liaison Meeting
  - 3rd December 2019 – Planning Committee Meeting
  - 4th December 2019 – Christmas Community Get Together
  - 6th December 2019 – SLCC AGM
- Communications work as per the Communication Report.

#### **183/19 Feedback from the November Parish Surgery**

Clerk reported that attendance at the November Parish Surgery was relatively low, the focus of discussion was on the MH1 remedial work, the ambition of the developers is to handover the public open space at the end of February 2020

The next Parish Surgery is on 9<sup>th</sup> January 2020 at 8.30am when Persimmon will be in attendance.

#### **184/19 SCC report from Cllr D Fothergill**

Cllr Fothergill reported on the following:

Winter Health: Residents are asked to look out for those neighbours, friends and family that may need help this winter including the vulnerable and elderly. Help can be in many forms but in particular making sure that heating does not drop below 18 degrees, stocks of medication are up to date and giving some support with shopping and daily chores. NHS Choices provides information on Winter Health [www.nhs.uk/winterhealth](http://www.nhs.uk/winterhealth) but residents should call SCC Contact Centre if they are concerned about a person or child at risk on 0300 1232224.

Winter Health 2: There's still time for a Flu jab ring your GP for further information.

Mindline Health Support over Christmas: Nobody should have to face a Mental Health problem alone, especially during Christmas. Mindline offers an emotional support helpline across Somerset and lines (01823 276892) are open all year-round including Christmas Day and New Year's Day.

School Places: For those applying for their first school place, the deadline for applications is 15<sup>th</sup> January 2020 – further details can be found at <https://www.somerset.gov.uk/education-and-families/apply-to-start-school/>

Pop-up shop for December: A highly successful retail project in Angel Place, Bridgwater is providing vital work experience for pupils at special schools across the county. Gaining proper work experience when you're close to leaving education is vital for any student, and especially so for young people with Special Educational Needs and/or Disabilities, and it is sometimes difficult to find. The shop's Christmas gift stock is created by pupils at Somerset's special schools, including ornaments, jams and up-cycled furniture, paintings, cards, sweets and plants. There's an opportunity to pick up some unique gifts and at the same time help the young people gain skills for life.

Volunteering: Volunteers are urgently needed to help support Somerset children and young people in care have fun, gain confidence, rebuild trust and speak up for them in key meetings. Age and background don't matter – but commitment and a willingness to connect with children and young people who need independent support are

essential. Two district roles are available and training, support and out of pocket expenses are provided. 'Independent visitors' act as an adult friend to a child or young person in local authority care. They meet each other regularly – every two to four weeks. It is a long-term relationship, so a commitment of two years is needed. 'Advocates' help a child or young person express their views and represent them at meetings about their wellbeing. Further information can be found by visiting [www.volunteering.somerset.gov.uk](http://www.volunteering.somerset.gov.uk)

Domestic Violence: SCC is backing a nationwide campaign to raise awareness of domestic violence in a bid to end it. Sixteen Days of action against domestic abuse runs until Monday 10<sup>th</sup> December. Working with partners SCC wants to raise awareness of domestic abuse in its different forms and highlight local help available. As well as encouraging anyone experiencing domestic abuse to seek help, the campaign also encourages employers, friends and family to be vigilant and 'look, listen, ask ... ask again' if they have concerns about someone they fear may be in an abusive relationship. [www.somersetsurvivors.org.uk](http://www.somersetsurvivors.org.uk) has lots of information, advice and support. A confidential helpline is also available at 0800 6949999.

Connecting Devon and Somerset: A public consultation has been launched by Connecting Devon and Somerset (CDS) ahead of undertaking a fresh procurement to find contractors to provide superfast broadband. CDS, which is responsible for rolling out broadband across the two counties, is establishing the remaining area where there are no current or credible future plans to deliver Next Generation Access (NGA) broadband infrastructure capable of download speeds of at least 30Mbps. Comments on their proposals need to be submitted by Tuesday 10<sup>th</sup> December to [enquiries@connectingdevonandsomerset.co.uk](mailto:enquiries@connectingdevonandsomerset.co.uk)

Working with the NHS: A pioneering pilot scheme to help ease pressures on NHS resources this winter is being spearheaded by SCC and local NHS partners. The trial will see the authority base a social worker in A&E departments at the county's two major hospitals – Musgrove Park in Taunton and Yeovil District. Some of the people who go to A&E don't need urgent medical care but go there because they are not sure where else to turn in a crisis. Some of these cases could be better dealt with by social care, and the Social Worker presence will help A&E staff get a better understanding of the support that social care may be able to offer. The Council is also looking to trial having a social worker based at the South Western Ambulance Service control centre to see if this too can relieve some of the winter pressures.

Road Safety: Newly released statistics show there were 971 injury collisions on Somerset's roads in 2018 – the lowest number ever reported in the country. The number of people killed or seriously injured remained at 154, the same as 2017 – although the number of road deaths very sadly did increase to 26. In 2018 Somerset Road Safety provided training or advice to over 28,000 members of the public including meeting 5130 people at public events, training 1,710 motorcyclists, reaching 910 senior drivers through Route 60+ workshops, and teaching over 10,000 school children at various education programmes.

Winter gritting: Somerset's highways teams are all set for winter – with 23 gritters on standby and 7,000 tonnes of salt ready to roll when temperatures drop. This winter SCC will be investing an extra £200,000 to grit over 900 miles of road this winter. You can check which roads are included at [www.travelsomerset.co.uk/gritting](http://www.travelsomerset.co.uk/gritting)

Library e-book Service: Thousands of e-books, e-audio books and e-magazines can be accessed by Somerset residents on their electronic devices completely free of charge. With over 15,000 e-books at a time, each of which can be borrowed for 21 days. All you need to do is become a member of Somerset Libraries – which is also free!

Finally: A reminder that SCC, in common with other Local Authorities remains in the 'Pre-election period' otherwise known as 'Purdah' until the 13<sup>th</sup> December and is limited in some of its public announcements and responses.

### **185/19 SW+T Council reports from Cllr Pritchard, Cllr Tully and Cllr Cavill**

Cllr Cavill reported that SWT have agreed the Garden Town Design Checklist. A consultation on the Draft Local Plan Issues and Options will take place in January / February 2020. Work on the WRR is expected to start early in the new year, in advance of which, the consultation on the additional traffic calming measures on the A3259 will commence. Work on the Hartnells Farm roundabout continues, it is understood that the whole roundabout has to be completed before people can finalise their purchases and begin to move into the development. It was agreed that the Clerk would request an update on progress with the planned consultation including when it is scheduled to start, if a comments box will be included and if any community events are planned during the consultation period.

Cllr Tully reported that the skating rink in the town centre is now open and that the Creech St Michael Neighbourhood Plan was passed by SWT Full Council. Work to pull down houses in Priorswood to be replaced with new council housing has commenced. Cllr Tully also reported that the Toneway will be closed for 3 nights

from 14<sup>th</sup> December 2019. Clerk to raise awareness of the closure on the Parish Council website and Facebook page.

*It was agreed to delay discussion of agenda item 8 'Country Park' to the end of the meeting to enable a confidential discussion to take place with no members of the public present.*

The meeting was adjourned.

**Public Question Time** *By agreement with the Chairman, the questions raised were answered in the body of PQT, where possible. No decisions*

A member of the public highlighted, once more, the bollards on Bridgwater Road that had still not been replaced. Matter to be raised with Persimmon again.	Clerk
Cllr Hope raised concern about the old blades and tools in the boundary hedge between AMP and the public open space on MH1 where children often play ball games. Clerk to report to SW+T Health and Safety department.	Clerk
Cllr Gage reported the presence of potholes on Dosters Lane and the junction between the A38 and A3259. Clerk to report to SCC Highways.	Clerk

The meeting was resumed.

### 186/19 Planning

#### **a) To consider recommendations from the WMPC Planning committee on applications received by 3<sup>rd</sup> December 2019, (listed on SWT website); and to consider any others to date**

The recommendations from the Planning Committee meeting on 3<sup>rd</sup> December in relation to the following planning applications were agreed:

Application 48/19/0053: Display of 2 No. internally illuminated fascia signs at Unit 3, Heron Gate Office Park, Taunton. The Parish Council has no comment on this application.

Three further planning applications were considered by the Parish Council, received since the Planning Committee meeting.

Application: 48/19/0059: Outline planning permission with all matters reserved (except for access) for the erection of 1 No. detached dwelling in the garden to the rear of Nigella, Church Lane, West Monkton  
It is noted that this is an outline planning application.

The drawings show at least 3.5 metres drop from north to south which indicates the steepness of the site. Due to the steepness of the site it is likely that an area will need to be levelled on which to construct the dwelling. A two-storey building would, even if constructed on a level site, be very prominent owing to the elevated position; therefore the Parish Council anticipates that the reserved matters application will provide the details of a single storey dwelling which would be more suitable for the site and would be less unneighbourly than a two storey dwelling. It is noted that any further development of the area shown by the blue outline would represent overdevelopment within the Conservation Area of West Monkton.

The steepness of the site means that overlooking is inevitable however, the statements in both the Planning Statement (2.13) and the Design Statement guide (1.9), that a building could be constructed with all the windows located on the east west and north facing aspects is frankly risible, when all the far reaching views are to the south. It is also contra to Taunton Garden Town policy. Therefore, this statement is not taken into consideration and the Parish Council wishes to see the exact proposals for the dwelling and measures taken to reduce overlooking.

Although this application is an outline planning application, the Parish Council wishes to note that there are details of landscaping in the PEA and the Ecological Update that are very serious and would need to be immediately implemented. In particular the lighting used during construction, must be directional, warm white LED, less than 2000 lumens and fitted with an adjustable timer. No light during clearance, construction and

operation of the site should be directed towards the boundaries or away from the working area. Any further damage to the dry-stone wall/bank to the south of the site must be avoided, the trees protected, and the tree root protection zones must be observed. The immature trees and shrubs removed from this bank during an earlier clearance should be replaced by hedgerow landscape planting as they provide site screening and ecological enhancement of foraging and commuting routes. The earth and stone bank hedgerow should be restored where damaged to provide ecological enhancement and reptile refuges.

Wood chip piles left behind from previous clearances of the site (estimated January 2018) must be removed by hand before the end of March – the smothering of areas of ground in this way is ecologically damaging, and the piles of chippings are too old to be of value as reptile habitats.

For the record, West Monkton Parish Council will have comments to make on the landscaping, scale and appearance of the dwelling that are not presented in this application when Reserved Matters come forward. If there is any possibility whatsoever that consultation at Reserved Matters will not take place, the Parish Council wishes to be informed so that appropriate representations can be made when the complete proposals for the site come forward. The Reserved Matters design, external materials, lighting will be required to be compliant with the West Monkton and Cheddon Fitzpaine Neighbourhood Plan.

The comments from Highways, from the two previous applications (which were refused), apply equally to this application. The passing place shown on the red line outline close to the egress onto Church Hill is used as a parking place. The visibility splay is poor and combined with the steepness of the drive towards the proposed site, makes the Highways access difficult. It is not apparent that any improvements are being suggested in this application that are any different from the previous applications. The location of the proposed access drive would compromise the amenity of the occupiers of Nigella and Mulberry House through noise and disturbance. The proposed access is not currently capable of accommodating two-way vehicle flow and there would appear limited scope to widen the access that would allow this. Therefore, the proposal would increase the likelihood of vehicles waiting on Church Lane should they meet a vehicle exiting the proposed access to the site. It is noted that a 'passing area' is shown on the map of the internal access drive however it is known locally that a vehicle regularly uses this as a parking area. It is disappointing that the applicant has resubmitted the Access Statement prepared in 2018 in support of an application which was refused, rather than produce an updated version reflecting the current application. Electric car charging points would need to be demonstrated.

The disposal of surface water so as to prevent its discharge onto the highway needs to be shown clearly as the steepness of the site could cause potential problems for the Highway and neighbouring properties.

Until more information is provided by the applicant, the Parish Council is unable to support this application.

Application 48/19/0063: Replacement of garden room and roof terrace with two storey rear extension and erection of attached garage and single storey extension to front of Goosenford Lodge, Goosenford, Cheddon Fitzpaine (amended scheme to 48/19/0039).

The Parish Council supports the granting of permission.

Application 48/19/0066: Full Planning Application: Erection of 1 No. detached dwelling with integral garage and associated works at Woodlands, Sidbrook Orchard, Monkton Heathfield

West Monkton Parish Council did not see any recognition of the West Monkton and Cheddon Fitzpaine Neighbourhood Plan in the application submitted. The section of the application form relating to Materials has a line through it marked 'For approval'. Therefore, NP Policy H2 Materials and Policy H3 Refuse have not been addressed. The building would need to be built of materials that are in keeping with the adjacent buildings and therefore compliant with NP Policy H2.

NP Policy R1 Dark Skies has not been addressed in terms of the lighting of the site during construction and in terms of the lighting of the building. LED downlighting must be used. Timers should be installed during construction, lighting directed only onto the construction and not to the boundaries of the site. This is because the trees to the north of the site are known to be a bat foraging area and therefore checks must be made to determine if any mitigation measures are needed to guarantee the integrity of the Hestercombe House Special Area of Conservation. Across Greenway lies the northerly part of the Hartnells development site which is planted as a bat mitigation zone.

In view of the bat presence in the application area, there is a need for an Independent Ecological Survey to be done to clearly identify suitable measures to ensure wildlife is appropriately protected.

Prior to construction, a "lighting design for bats" needs to be submitted and approved. The design should show how and where external lighting will be installed (including through the provision of technical specifications) so

that it can be clearly demonstrated that areas to be lit will not disturb or prevent bats using their territory. All external lighting shall be installed in accordance with the specifications and locations set out in the design, and these shall be maintained thereafter in accordance with the design. Under no circumstances should any other external lighting be installed without prior consent in writing from the local planning authority, and the lighting should be warm white LED downlighter. Reason: To prevent disturbance to bats.

An ecological appraisal is required to ensure suitable mitigation is provided for birds. The development shall not be occupied until a scheme for the maintenance and provision of new bird boxes and related accesses has been fully identified and implemented. The resting places and agreed accesses shall be permanently maintained.

Also, the applicant should follow the guidance provided in SCC Guide for Pollinators, and the installation of Bee Bricks should be considered. Reason: to protect and accommodate wildlife.

NP Policy R3 has not been addressed as water butts are not shown.

An EV Charging point is required to be installed and is not shown on the plan.

The Parish Council supports the recommendations shown in the Swan Paul drawings for landscaping, hedge maintenance and planting; and would wish them to be delivered in full. Drawings are listed as Tree Survey and Constraints Plan 3095-001 and Landscape Plan 3095-002. The 1.8 metre screen fence should have small holes at ground level to allow wildlife corridors (e.g. hedgehogs) from the adjacent land to continue.

The Parish Council is unable to support this application until an independent ecological survey has been carried out to address mitigation measures for local wildlife.

**b) To note Planning decisions made are available on SW&T Council website filed under the application number**

Noted.

**c) Neighbourhood Plan Questionnaire and Review**

Kelvin Tutill, NP Delivery Group Chairman, provided an overview of the Neighbourhood Plan Questionnaire Analysis which was circulated in advance of the meeting.

The next step is to share the report with Ann Rhodes at SWT with a view to arranging a meeting in early January to agree the next steps and to understand if a referendum is required for the Neighbourhood Plan once the review is complete.

It was agreed to share the report with SWT and arrange a meeting with a view to reporting the required next steps to the Parish Council at the next meeting. Proposed by Cllr Hall, seconded by Cllr Gage and all agreed by show of hands.

**187/19 MH Development**

**a) MH1: Sports pitches (S106 deed of variation), Open Spaces Transfer / Management: Update.**

Clerk provided an update in relation to ongoing enquiries regarding the future management of the open spaces in MH1 and enquiries in relation to the Sports Pitches.

It was resolved to proceed with taking ownership and management of open spaces in MH1. Proposed by Cllr Gage, seconded by Cllr Cavill and all agreed by show of hands.

Clerk outlined the need for the Parish Council to identify four directors for the Company to manage the open spaces. It was resolved that Cllrs Gage, Hope, Cavill and Haskins would be appointed as the Directors. Proposed by Cllr Besley, seconded by Cllr Hall and all agreed by show of hands.

Clerk to confirm resolution with Persimmon to enable the required S106 agreement Deed of Variation to progress, Clerk to also request that the change of use of the football pitches in the S106 agreement also be amended to sports pitches whilst the variation is being made to the S106 agreement.

**c) Hartnells Farm Development**

Cllr Cavill confirmed that A. Penna at SWT had confirmed that the existing legal agreement in relation to the roundabout at Hartnells Farm requires completion of the roundabout entirely before any property completions can take place.

**d) Retail Units**

Clerk confirmed that emails had been sent to both Persimmon and Redrow requesting evidence of marketing of the MH1 retail units following discussion at the last meeting. Responses awaited. Clerk to request the evidence again.

**e) MH2**

Chair confirmed that a positive meeting with Persimmon and SCC Highways and both WMPC and CSMPC took place on 27<sup>th</sup> November. An action from that meeting is for WMPC to identify the possible pinch points and rat runs in the parish if a bus gate were to be installed. Clerk / Assistant Clerk to add an item to the January Planning Committee meeting to enable further discussion and identification of the potential issues.

A further meeting of the Joint Parish Council Panel is expected to take place in the first week of January, date to be confirmed.

**188/19 Environmental**

**a) CIL projects: Dyers Cycle Lane**

Clerk confirmed information about some possible replacement bollards has been passed to the Parish Lengthsman to investigate and a response is awaited.

**b) Parish signage**

Clerk confirmed that the completed licence has now been received from SCC and the signs have been ordered.

**c) Access to Heathfield School Tennis Courts**

Clerk confirmed that information regarding the availability of the tennis courts has been added to the Parish Council website and facebook page to establish the communities' interest in using the Tennis Courts. No responses have been received yet from members of the community. Clerk to post the information again.

**d) Climate Change Emergency Statement**

Report from Assistant Clerk:

Resolution: West Monkton Parish Council Declares a Climate and Ecological Emergency

Full Council notes:

1. Humans have already caused irreversible climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1.1 degree Celsius from pre-industrial levels. Atmospheric CO2 levels are above 406 parts per million (ppm). This far exceeds the 350-ppm deemed to be a safe level for humanity;
2. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that we as a species reduce our CO2eq (carbon equivalent) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible ;
3. Individuals cannot be expected to make this reduction on their own, although every individual must do something. Society needs to change its laws, taxation, infrastructure, etc., to make low carbon living easier and the new norm. Options and choices exist to reduce carbon emissions including energy generation and use, transport, business and industry, waste generation, food consumption and land use;
4. Carbon emissions result from both production and consumption;
5. West Monkton Parish Council has already shown foresight and leadership in terms of the joint Neighbourhood Plan with Cheddon Fitzpaine Parish Council, the 'plant a tree' initiative, grants available for individuals to take measures to reduce their own carbon emissions, planting the Country Park, raising awareness of initiatives such as 'Eco bricks' and 'break the circle'. . This needs some more work
6. Unfortunately, our current plans and actions are not enough. The world is on track to overshoot the Paris Agreement's 1.5°C limit before 2030. Melting sea-ice, melting permafrost are likely to contribute to a 'Hothouse Earth' scenario releasing stored carbon acidifying the oceans and causing a rise of sea level of 10-60 metres;
7. The International Panel on Climate Change - IPCC's Special Report on Global Warming of 1.5°C, published October 2018, describes the enormous harm that a 2°C rise is likely to cause compared to a 1.5°C rise, and told us that limiting Global Warming to 1.5°C may still be possible if the UK gets to zero emissions by 2030 but only with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities. Current national commitments around the world will result in global warming of 3oC by 2100;

8. Councils around the UK and the world are responding by declaring a 'Climate Emergency' and committing resources to address this emergency.

West Monkton Parish Council believes that:

1. All governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for national governments to change their policies. It is important for the residents of West Monkton and the UK that all communities commit to carbon neutrality as quickly as possible;
2. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be humanity's number one priority;
3. Bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities (as well as improved well-being for people worldwide).

West Monkton Parish Council pledges to:

1. Declare a 'Climate and Ecological Emergency';
2. Work towards making the parish of West Monkton more carbon neutral by 2030, taking into account both production and consumption emissions; looking forward to a zero-carbon future;
3. Call on the UK Government to provide the powers and resources to make the 2030 target possible;
4. Continue to work closely with partners across the parish, district and county to deliver this new goal through all relevant strategies and plans; and report progress regularly at Council meetings.

The resolution was proposed by Cllr Besley, seconded by Cllr Hall and all agreed by show of hands.

#### **189/19 Reports, including recent developments, matters to consider and decisions to be made:**

##### **a) WMPC Chairman – Cllr Haskins**

Nothing to report.

##### **b) Bathpool Flood Warden – Mr Kevin Perry**

A chunk of wood was found in the river during the month and reported to the Environment Agency who promptly removed it.

The ground is currently very wet, and the river levels are therefore rising very quickly. 173 mm of rain fell during November.

The lay flat pipe was tested by the Environment Agency on 25<sup>th</sup> November and is working successfully. Clerk confirmed that the Environment Agency are scheduled to attend the January Planning Committee meeting.

##### **c) NP Delivery Group Chairman – Mr K Tutill**

Nothing further to report following report provided at 186/19 c above.

##### **d) Councillors with roles of responsibility**

###### **Footpaths: Cllr Gage**

Nothing to report.

###### **BACH: Cllr Gage**

Nothing to report.

###### **Allotments: Cllr Haskins (Clerk)**

Clerk confirmed that the allotment renewals have been sent out. Two allotment holders are not renewing. One offered to the final person on the waiting list and a post on the website / Facebook page has also identified interest from a number of people who would like to rent the other allotment.

###### **Highways: Cllr Besley**

Cllr Besley gave a short report about the COWMS Annual Meeting. COWMS support weight restrictions on the A3259 and speed restrictions in Dosters Lane.

Cllr Besley reported that as a result of the rat running through the lanes in West Monkton during the A3259 roadwork work to the verges may be required.

The work to Blundells Lane verge has been completed.

**Flooding: Cllrs Cavill and Hall**

Nothing to report

**Safe Routes to School**

Cllr Tully reported that the Traffic Management Scheme during the WRR works is still awaited from the contractor.

**Public Open Spaces, Recreation and Children's Play Areas: Cllrs Hope and Cavill**

Cllr Hope reported his concern at the lack of progress with Persimmon completing the list of remedials required in MH1 and the likelihood that the open spaces will be complete for handover at the end of February 2020.

Clerk confirmed that A. Penna, SWT had confirmed that Persimmon have arranged an inspection of the parks and open spaces with SWT in the next couple of weeks. This inspection is likely to identify further required remedial work.

**Community Liaison/Transportation:**

Paul Elliston, Bathpool Pioneer reported some community events that are scheduled to take place including Christmas Carols in the Community Square on 20<sup>th</sup> December and a Community Workshop on Finance in January, further events including a Business and Leadership Communication Workshop are planned. The workshops are being developed to enable the sharing of knowledge of members of the community with the community.

**e) Communications Report**

Clerk confirmed that regular updates and news items were added to the Parish Council website and Facebook page during the course of the month and the new welcome packs have been delivered to the Hartnells sales office. Clerk reported that it has transpired that the Parish Council will have to pay the Parish Online subscription to continue to use it. It was resolved to pay the subscription, proposed by Cllr Besley, seconded by Cllr Hall and all agreed by show of hands.

**f) GDPR**

Nothing to report

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

**g) West Monkton Village Hall Management Committee; Cllr Tully to report**

Nothing to report.

**h) The Spital Trust: Cllr Ellis to report**

Cllr Ellis reported that the issue regarding correspondence from British Gas about payment following the installation of the new gas main has been resolved. A new issue has however been identified whereby a resident was having an issue with their electrical supply. An inspection by an Electrician has identified that additional plug sockets need to be installed in all of the properties.

**i) Any other events at which WMPC was represented**

None

**j) Consultations submitted**

None

**190/19 Assets**

**a) To confirm Asset Register is up to date**

Asset Register is up to date.

## 191/19 Finance

### a) To approve the budget and precept for 2020/2021 as per recommendations from Budget/Precept Working Party

Resolution to adopt, for the year 1 April 2020 to 31 March 2021, the budget as described supported by a precept of £63319.53. Proposed by Cllr Ellis, seconded by Cllr Tully and all agreed by show of hands.

### b) To consider supporting mother and toddler group at West Monkton Village Hall by a grant, to pay the Hall hire of the Group until 31st March 2020 (£19.75 x 16 weeks = £316).

Resolved, proposed by Cllr Hall, seconded by Cllr Ellis and all agreed by show of hands.

### c) To approve receipts and payments as listed below

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

#### Receipts

Interest Lloyds	£0.50
Nationwide	£37.27
PSDF	£8.33

#### Payments

Bus shelter cleaning and litter picking

Mr A Pritchard, all his pay after tax => employee voluntary contribution to pension via Tailored auto-enrolment (£xx.xx to be paid by direct debit)) shown on bank statement

Tailored auto-enrolment pension contributions (£xx.xx to be paid by direct debit)) together - £xx.xx

Clerks salary (after tax) £xx.xx to be paid by bacs

Asst Clerk (after tax) £xx.xx to be paid by bacs

HMRC month 9 £106.45 to be paid by bacs

Homeworkers allowance Clerk £16.00 to be paid by bacs

Homeworkers allowance Assistant Clerk £16.00 to be paid by bacs

Lengthsmans services £ to follow to be paid by bacs

B Gage mileage allowance for conf and tree £38.25 to be paid by bacs

Sharp Cat postage(shared with CFPC) £129.96 to be paid by bacs to CFPC

Annual fee defibrillator AES Locator LTD £75.36 to be paid by bacs

Printing (POS/CP pre-app) Character Graphics £145.80 to be paid by bacs

Any other invoices received before 10 Dec £ to follow, to be paid by bacs wherever possible

Resolution to make payments as described above (invoices to be paid by bacs where noted). Proposed by Cllr Gage, seconded by Cllr Ellis and all agreed by show of hands

#### Payments made since last meeting of WMPC

##### 1. To note: Payments made using debit card

Viking stationary £212.58 incl vat (two orders)

##### 2.To note payments by bacs/transfer:

Taunton Solicitors invoice for WM share of the License to Occupy at CP £300.00

Taunton Solicitors for conclusion of transfer of parking places at BACH £703.00

Extra grant to WM Cricket Club for damage to fencing £100.00 x 2 Two separate lots of damage

##### 3. To note payment by direct debit

Invoice 6799 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Tailored auto enrolment direct debit: AP voluntary contribution xx.xx + xx.xx employer contribution for AS and xx.xx employee contribution for AS = total £xx.xx

Invoice SWS 105336 Monthly payment of £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

#### **4. Cheque**

SCC for final issue of license for roadside signage £136.00

#### **d) To note bank reconciliation and budget check, WMPC and BACH (green financial sheets).**

Bank reconciliation and budget check will be presented at the PC meeting by ref to green financial sheet. Bank reconciliation is OK, no outstanding items.

General notes

Each column heading is dated first of the month.

Each monthly receipt column is a snapshot of what has been received in the month prior to 1st of the month.

Each monthly expenditure column itemizes payment that will be made (i.e. paying the last month's bills). These are the monthly list of payments for approval.

Bank statements for 1st of the month provide the figures shown on the financial sheet (bottom left hand corner).

#### **Specific notes for WMPC December financial sheet**

##### **WMPC Receipts**

Includes interest from Lloyds 0.50p and Nationwide to follow.

##### **WMPC Expenditure**

Clerks homeworkers allowance based on HMRC guidelines 16 per month x 2 = £32.00

Environment: annual sub for defibrillator £75.36 +mileage to Cllr Gage for xmas tree and climate change conf £38.25 = £113.61

CP From Oct add £300.00 for licence, so CP now reads £433.99

Grants from Oct add £100x2 grant to WMCC for 2 x damage to cricket ground, so grants now reads £450.00

#### **e) BACH finance**

The BACH Finance Sheet, providing the position in relation to the BACH finances to the end of November was circulated in advance of the meeting and its contents noted.

#### **f) To note next Meeting of Audit Working Party 17th January 2020**

Noted.

#### **CONFIDENTIAL SESSION**

##### **192/19 Country Park**

Cllr Hall provided an update in relation to the Country Park.

Following a negative response being received to the pre-planning application, a meeting with SWT has taken place to go through the report. A new plan has been developed for the Country Park to satisfy some of the issues and to identify some areas for Somerset Wood tree planting. No response has been received from SWT about the new plan and until the Somerset Wood tree zones are agreed the layout of the trees within the areas cannot be developed.

A response is still also awaited from SWT about the ownership of the Country Park following the meeting that took place on 18<sup>th</sup> November.

Parish Councillors were unsure if the purdah period was having an impact on progress or if there was another issue.

District Councillors agreed to find out what is happening about the Country Park at SWT, to talk to Executive Members during the week commencing 16<sup>th</sup> December, once the purdah period is over, with a view to reporting back to the Parish Council.

##### **193/19 Other matters for report only**

No other matters for report.

##### **194/19 Dates of forthcoming meetings: all meetings commence at 7.00pm in the BACH committee room**

#### **Parish Council:**

**Second Tuesday** in the month

2020: 14th Jan, 11th Feb, 10th Mar, 14th Apr, 12th May, 9th Jun, 14th Jul, 11th Aug, 8th Sept, 13th Oct, 10th Nov, 8th Dec.

**Planning Committee**

**First Tuesday** in the month

2020: 7th Jan, 4th Feb, 3rd Mar, 7th Apr, 5th May, 2nd Jun, 7th Jul, 4th Aug, 1st Sep, 6th Oct, 2nd Nov, 1st Dec.

**Parish Surgery**

**Second Thursday** in the month at 8.30am – DROP-IN

**Neighbourhood Plan Delivery Group**

**Country Park Tripartite Committee**

**Annual Parish Meeting** 25<sup>th</sup> March 2020 at 7pm at the BACH

**BACH Committee:** 23rd January 2020 at 7pm at the BACH

**Audit Working Party:** 17<sup>th</sup> January 2020 9am and 17<sup>th</sup> April 2020 9am.

**Budget and Precept:** TBC November 2020

There being no further business, the meeting closed at 10.16pm.

Signed Chairman.....

Date.....

Adopted - Redacted