



West Monkton Parish Council

## ADOPTED

Minutes of the virtual meeting of the Parish Council held on Tuesday 11<sup>th</sup> August 2020 at 7.00pm.

Present: Cllrs Besley, Cavill, Ellis, Elliston, Gage, Hall, Haskins 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, Cllr Andrew Pritchard, District Councillor and Cllr David Fothergill, County Councillor.

### **127/20 To receive any apologies (with reasons), introductions with responsibilities**

Apologies were received from Cllr Hope and Mr K Tutill, NP Delivery Group Chairman.

### **128/20 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.

d) It was resolved that in accordance with the practice so far, all future meetings about financial matters relating to the Maidenbrook Country Park will continue to be held in camera i.e. excluding members of the public until such time as the discussions no longer have commercial or personal sensitivity, proposed by Cllr Ellis, seconded by Cllr Cavill and agreed with all in favour.

### **129/20 To adopt the minutes of the last meeting of the Parish Council on 14<sup>th</sup> July 2020**

The minutes from the previous meeting of the Parish Council on 14<sup>th</sup> July 2020, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 14<sup>th</sup> July, proposed by Cllr Gage, seconded by Cllr Cavill and all agreed by show of hands.

### **130/20 To note Clerk's report and Assistant Clerk's report**

Clerk's Report:

- Actions from previous meetings and other issues raised during the month:
  - Liaised with Planning Enforcement about the remaining Persimmon Marketing Signs.
  - Request for litter picking equipment – set delivered.
  - Ask Parish Lengthsman to look at overgrown brambles on cycle / footpath from Marina.
  - Enquiries about ownership of land to place a bench next to the Marina.
  - Asked SWT to cut brambles / hedge from canal bridge to The Mill, directed to SCC – reported.
  - Photo competition launched, added to the next edition of the village news and website / Facebook page.
  - Responded to Walking and Cycling Manifesto.
  - Code of Conduct consultation information circulated to Councillors.
  - Letter to homeowner next to proposed Bridgwater Road Bus Shelter.
  - Email and telephone message left with landowner of field with right of way requesting movement of cattle feeder – no response received
- BACH:
  - Obtained a further electrician quote for trunking installation in Committee Room, Activity Hall, and Lobby – in finance report for consideration.

- Carrying out research regarding the re-opening of the BACH, sourced supplies, compiled the risk assessment and additional hire conditions.
  - Contacted all regular hirers about the BACH reopening.
  - Most hirers hope to return in September. Some have decided to cancel their bookings.
  - BACH set up, one-way system, supplies and notices all put in place.
  - Grant available from SWT has been extended so that Parish Councils can now apply, application made on 5th August.
  - Next Committee Meeting date to be confirmed.
- Meetings last month;
    - 7th July – Planning Committee Meeting
    - 14th July – WM Liaison Meeting
    - 14th July – Parish Council Meeting
    - 16th July – SLCC Webinar with Insurance Company providing advice on re-opening Community Facilities, risk assessment etc.
    - 17th July – Audit Working Party Meeting
    - 20th July – Unitary Authority Meeting with SWT Leader
    - 29th July – Farriers Green Outdoor Gym Equipment meeting
    - 29th July – SLCC Webinar – Level 4 Community Governance Course
    - 30th July – Meeting with Lengthsman about sign installation
    - 30th July - Meeting with SCC Highways (notes circulated on 3rd August)
  - Meetings this month:
    - 4th August – Planning Committee Meeting
    - 4th August – SWT Liaison Meeting
    - 11th August – Parish Council Meeting

#### Assistant Clerk's Report:

- Actioned decisions made by Council.
- Attended virtual meetings of Cheddon Fitzpaine PC, WM Liaison meeting, WM PC Planning, SCC Highways, SWTC F Smith-Roberts on SWTC proposals for unitary authority.
- Distribution of daily newsletters ref corona virus pandemic.
- Letters to Parliament
  - Local Electricity Bill: letter acknowledging WMPC's contact and request for support, received from Rebecca Pow MP. Circulated to all Councillors.
  - Letter of support submitted ref SLCC letter to Robert Jenrick Secretary of State at MHCLG ref Council Tax support benefit grant to Local Authority.
- Site visit to Farriers Green, email correspondence and research into current government guidelines and SWTC actions taken, regarding outdoor gym taster sessions.
- Site meeting at New Cross/Greenway to check routes for grass mowing with Chris (newly appointed – Duncan Lane requested meeting). Maps provided.
- Neighbourhood Plan
  - Continued liaison with Mark Marlborough. Illustrative sketch received.
  - Liaison with Clerk at CF PC and CRT/SWTC regarding location for the installation of new bench by CRT, close to Marina at Swingbridge.
- Read report from Wildlife Trusts 'Reversing the Decline of Insects' with a view to considering what steps WMPC could take (e.g. in NP revisions, in CP development, other WM PC policies) to support the Council's declaration of climate and ecological emergency.
- Planning
  - Dialogue with an applicant regarding an application where plans had been misunderstood by local residents.
- Finance
  - Prepared and presented papers for First quarter meeting of the Audit Working Party.

### **131/20 SCC Report from Cllr D Fothergill**

Cllr Fothergill provided an update on the work of SCC:

**Corona Virus Update:** Whilst every death is undoubtedly an absolute tragedy, the situation in Somerset has been throughout the pandemic relatively quiet compared to the rest of the Country. As at 30th July, the number of confirmed Covid cases in Somerset was 1308 and the number of Covid-attributed deaths 201. There have been no further Care Home deaths since 3rd July and the current number of total deaths across the County is currently 12% below the 5-year average. The latest R value for Somerset is between 0.8 and 1.1.

**Covid 19 Outbreak Management:** The Local Outbreak Engagement Board has met for the first time and agreed the Local Outbreak Management Plan. This Board will oversee the public engagement should any local lockdown actions be required. The Government has also passed down powers to the local authority to close premises, restrict open spaces and ban events in instances where the number of infections begins to rise sharply.

**Covid 19 Business Survey:** Somerset County Council is undertaking a business survey to assess the impacts of COVID-19 (coronavirus) on the economy and will provide vital intelligence to help support local business response and recovery work. This survey forms part of a package of intelligence gathering being undertaken on the business and labour market impacts of the COVID-19 pandemic, working in partnership with business leaders and stakeholders across the county. The survey can be accessed online at [www.somerset.gov.uk/businessrecoverysurvey](http://www.somerset.gov.uk/businessrecoverysurvey) until 14 August. Businesses can be reassured that their data will not be shared and all responses will be completely anonymised.

**One Somerset:** The business case to move to a Single Unitary authority across Somerset is available on [www.onesomerset.org.uk](http://www.onesomerset.org.uk) and details the reasons for the recommendations and the substantial benefits to the residents of Somerset. The business case was approved by Full Council on the 29th July for submission to the Secretary of State. Engagement and consultation activities on One Somerset will continue through the later summer and autumn.

**AV1 Learning Robots:** Somerset County Council's trail-blazing use of robot technology, to help poorly children learn, is in line for a top national award. In the biggest initiative of its kind in the country, the Council invested in 50 AV1 robots to support children who can't be in school – whether it's because they are sick or overcoming physical or mental health challenges. Now the project has been shortlisted in the Digital Transformation category of the national MJ Awards 2020. The winner is due to be announced in early October. Since being introduced late last year, 45 schools have already asked to use a robot to support children who cannot physically be in the classroom, including through the Covid-19 crisis. SCC expects that in the new school year students who are still required to shield due to the Covid-19 situation will benefit hugely from the AV1 Robot scheme.

**Library Services:** The County's Library service now allows people to use an online request form to receive a selection of up to 10 books, DVDs or Talking Books which staff pick out for customers, based on the types of authors or genres that are of interest to them. The service originally operated from Taunton, Frome, Yeovil, Minehead and Bridgwater libraries and has had nearly 900 order and collect requests. From the 27 July, this was extended to Wells, Dulverton and Ilminster and from the 3rd August, Burnham-on-Sea, Williton, Wincanton and Shepton Mallet. South Petherton Community Library will be doing the same from the 4th August. Computers in the libraries need to be pre-booked and are available for one-hour slots, with time built in for cleaning. To date over 520 sessions have been booked. All current loans that would have been due back during the lockdown period have been extended to the end of August, and any overdue charges have been waived.

**Domestic Abuse Service:** Somerset County Council's domestic abuse service is to receive a share of a half million-pound fund to support local services. The Council's service provider, The You Trust, is one of a number of local agencies who help victims of domestic abuse and sexual violence, which will benefit from the fund. The You Trust are often the first point of contact for someone who is seeking help and the recent lockdown had a significant impact on victims who were living with perpetrators and felt that there was no way to escape. Help is available – 0800 69 49 999 or [www.somersetsurvivors.org.uk](http://www.somersetsurvivors.org.uk)

**Maternity Toolkit:** The newly launched Somerset Maternity Toolkit developed by Somerset County Council and the wider Local Maternity System offers a digital guide designed to support the beginning and early part of the maternity and parenting journey. It then leads supportively onto the Parent Carer Toolkit for parents/carers of school age children and young people. The service can be accessed 24/7 from home or on a smartphone on [https://cypsomersethealth.org/maternity\\_toolkit](https://cypsomersethealth.org/maternity_toolkit)

The following questions were asked on the SCC report:

How will the decision be made if two proposals in respect of a unitary authority are submitted? Cllr Fothergill confirmed that the Secretary of State will make the final decision. That decision is expected by the end of October.

Western Relief Road – Persimmon has indicated their intention to recommence work on 24<sup>th</sup> August – is SCC aware? Cllr Fothergill said that he wasn't aware but said he was pleased that Persimmon had indicated their intention to start work in the window provided by SCC Highways.

### **132/20 SW+T Council reports from Cllrs Tully, Pritchard and Cavill - no decisions**

Cllr Pritchard reported that a Business Case in respect of the Unitary Proposals is being developed by the District Councils and will be submitted in September. Car parks in the District continue to be free for the remainder of August and the position will then be reviewed again. The second stage application in respect of the Digital Centre at Firepool and access from the Train Station to Firepool is being progressed. There was a successful litter pick in the Parish on Friday. Cllr Pritchard asked if the Village Hall had also applied for and received the Business Grant. Cllr Tully confirmed that they had.

Cllr Tully reported that the demolition of Priorswood homes had started and confirmed that the District Councils are going to put in a bid for Unitary. Cllr Tully warned that the Secretary of State will make the final decision which may even go against the outcome of a referendum.

Cllr Cavill – Reported that the Secretary of State has given a time schedule for Unitary business case submissions – District Councils have to put together their first business case by second week in September. Unitary Shadow Council will be in place by April 2021. Full Unitary will be in place by 2022. In view of the timescales there is a need to make progress in respect of the Country Park, offer letter having been secured by Dawn Adey (SWTC) and received by both PCs. Cllr Cavill reported that there would be an East / West divide if two unitary authorities are created. £5.5m of funding has been secured for Firepool to provide a high-quality innovation and technology space for new businesses moving into the digital economy.

### **133/20 Coronavirus Pandemic update**

Cllr Elliston reported that the activity level of the community groups is the same as last month, figures in Somerset are low but we need to remain vigilant. The pandemic is likely to cause a wave of mental health and economic impacts which members of the community will need help with.

### **Public Question Time**

Members of the public present at the meeting did not ask any questions.

Cllr Besley asked if the Parish Council can assist those people that need help to come out of isolation. Cllr Elliston suggested that this help can be provided through the established channels.

Cllr Cavill asked if the Parish Council could make a donation to the foodbank.

Cllr Elliston to obtain updated figures from the foodbank of Parish use to inform the appropriate level of donation.

### **134/20 Planning**

#### **a) To consider recommendations from the WMPC Planning committee on applications received by 4<sup>th</sup> August 2020, (listed on SW+T Council website); and to consider any others to date**

The following recommendations from the WMPC Planning Committee on 4<sup>th</sup> August were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Gage, seconded by Cllr Hall and all agreed by show of hands.

48/20/0034 Variation of Condition No. 12 (use classes of floor area) of application 48/18/0026 at Hyde Lane Business Park, Hyde Lane, Bathpool. After some discussion, the Parish Council supported this application to vary Condition 12; although it would seek to point out that the square metre numbers used for the areas do not add up.

48/20/0032 Erection of 4 No. dwellings with car parking, landscaping, internal access roads and associated infrastructure and engineering works at the former White Cottage, Bridgwater Road, Monkton Heathfield. Having

studied the plans and details of materials, the Parish Council supports this application with the strong suggestion that the cladding should be half the dwelling and not full length.

48/20/0033/LEW Application for a Certificate of Lawful Development for the existing use of 2 No dwellings as independent, permanent residences (Class C3) at 1 Hyde Egg Farm, Hyde Lodge, Hyde Lane, Bathpool. The Parish Council supports the grant of a Certificate of Lawful Development.

48/20/0035 Erection of coffee shop with drive thru lane with associated changes to car park layout on part of Deane Retail Car Park, Hankridge, Taunton. The Parish Council was very pleased to read the Sustainability section of the Design and Access Statement and supports the principles described. In addition to the measures proposed, and in support of the SWTC draft Local Plan, the Parish Council would suggest that bee bricks and bird bricks are included in the eaves of the building, and the designers may wish to consider the installation of a living roof.

48/20/0031. Following advice from A Penna that comments had been placed on the website from the Placemaking Officer, the Parish Council considered the comments and wish to make the following response, for the record. This application is for 4 bungalows on the site of an existing bungalow. The particular demographic in West Monkton is largely elderly, with the exception of the MH1 area (please see SCC published demographics). The application bears in mind this particular demographic and is aimed at elderly homeowners, who do not wish for large gardens and who do appreciate and are reassured by the security associated with a gated entrance. The location is on the edge of the urban settlement being developed at Monkton Heathfield and looking out from the area there will be an urban landscape: the development adjacent to Monkton Elms garden centre is all but complete and plans are being considered for the land on the northern stretch of the A3259 between Dosters Lane and Blundells Lane. Thus, the location being largely urban, a gated entrance is not out of the ordinary. The northern boundary of the proposed development has a substantial hedge which the applicant has always stated will be retained (shown on the plans) – to screen and protect his development from the old village of West Monkton, and to screen West Monkton from his development. The Parish Council agrees that the site layout could be less geometric, and the bungalow designs could be more individual.

Notifications of two additional planning applications were received and the following comments were made:

48/20/0026 - Erection of fencing to the front of The Croft, Yallands Hill, Monkton Heathfield (retention of works already undertaken)

The Parish Council believes that the fencing is out of keeping with the street scene, exacerbated by its height. The Parish Council strongly suggests that if the fence is to remain it should be reduced to a maximum height of 6 foot, and the applicant should be encouraged to replace the tall beech hedging taken away by a hedge within the curtilage of the property, in order to maintain biodiversity and ecological balance.

48/20/0040/A Display of 1 No. internally illuminated totem sign on land to the west of Deane Retail Park car park at Hankridge, Taunton.

The Parish Council observes that the dimensions of this advertising totem are very large, the scale is out of keeping with the rest of the retail park at Hankridge. The Parish Council does not support the grant of this application.

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

Decisions noted.

Clerk provided an update regarding the ongoing planning enforcement notification in respect of the Persimmon Marketing Signs. SWT have taken on board the comments of the Parish Council and have written to request that they are all removed or that a planning application is submitted within 28 days.

**135/20 MH Development**

**a) MH1: Update**

Clerk reported that emails had been received from members of the public and concerns were being raised on social media about the condition of the public open spaces in MH1. It was agreed that the Parish Council would

re-start the Parish Surgery in September in the Activity Hall to enable social distancing if Persimmon and / or Redrow were able to attend.

The 'Fix My Street' tool was discussed as a possible mechanism whereby members of the public can log problems. Clerk to explore.

#### **i. Sports pitches**

Clerk confirmed that a meeting was scheduled with SWT and Persimmon on Wednesday at 2.30pm to try to identify a way forward in respect of the delivery of the sports pitches, the outcome of the meeting will be reported to the Parish Council at the next meeting.

#### **b) Hartnells Farm Development: Update**

Clerk reported that Andrew Penna had confirmed that the planning application in respect of phase 2 / 3 of the development will be approved following amended plans being submitted – a notification is expected to follow shortly.

A discussion followed about whether a link from the Development to Greenway existed. It was confirmed that no link exists, and that the ownership of the track may be in dispute between two houses.

#### **c) Retail units: Update**

Clerk confirmed that there was no further update in respect of the units but that the car park work was progressing.

#### **d) MH2: Update**

Clerk confirmed that feedback from Andrew Penna had been received in respect of the Parish Councils consultation response for MH2. Councillors confirmed that they would like a meeting with Andrew Penna to discuss the feedback provided. Clerk to make arrangements for a meeting.

#### **e) Land South of Langaller House: Update**

Clerk reported that Andrew Penna had confirmed that a feedback schedule on the Parish Councils consultation response and the revised draft of the plan and guidance in respect of the Land South of Langaller House development will be provided shortly.

#### **f) Feedback from Liaison Meeting with A Penna**

Clerk confirmed that there was no further feedback from the Liaison Meeting.

### **136/20 Environmental**

#### **a) CIL Projects:**

##### **Bridgwater Road Bus Shelters – update**

Assistant Clerk provided an update in relation to the Bridgwater Road bus shelters. The licence from SCC is awaited. Cllr Fothergill agreed to follow it up. Clerk has hand delivered a letter to the neighbouring property about the intention to place the bus shelter on the grass verge. No response has been received. Clerk confirmed that the resident had previously indicated his contentment with the bus shelter being erected. Assistant Clerk is now awaiting a quote from R W Gale for a concrete slab on the grass verge.

#### **Parish Signs – update**

Clerk confirmed that the Parish Lengthsman has started to erect the signs and shared a photo of the first completed sign.

Cllr Besley thanked all those involved for securing the delivery of the signs.

### **137/20 Reports, including recent developments, matters to consider and decisions to be made:**

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

Mr Perry reported that it has been a quiet month with very little rainfall and there was nothing to report. The officer at FWAG in respect of the leaky dams has moved to a new role in Devon, an alternative contact is awaited.

#### **b) NP Delivery Group Chairman: Mr K Tutill**

Mr K Tutill sent his apologies. Assistant Clerk provided an update on progress. The Illustrative map is progressing, the sketches and a mock-up map will be available to share shortly. Clerk confirmed that Parish Online provides a map of both Parishes and that this can be shared with Mark Marlborough to inform the map.

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

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

Nothing to report. Clerk confirmed that she had emailed and left a telephone message with the landowner in respect of the footpath near Hyde Lane that was being disrupted by a cattle feeder but that no response from the landowner had been received. Clerk to confirm position with CSM PC

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

Cllr Gage reported that the BACH is open, it has been a soft opening and some groups have chosen not to return.

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

Nothing to report.

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

Cllr Besley reported that the WRR work is expected to recommence on 24th August.

##### **Flooding: Cllrs Cavill and Hall**

Cllr Cavill reported that a new planning application had been submitted to erect a barn behind Cheddon Fitzpaine Primary School. The application incorporates plans to double up the size of the attenuation pond, the proposal will help to slow the flow of water in the winter.

Cllr Fothergill confirmed that Junction 25 funding is being used to help with rugby club flooding and to stop the flooding along Hyde Lane past the rugby ground. Cllr Fothergill to share details of the approved scheme.

##### **Safe Routes to School: Cllr Tully.**

Cllr Tully confirmed that there was nothing to report as the Schools do not start back until September. Cllr Tully asked Cllr Fothergill what the plans were for school transport from September? Cllr Fothergill confirmed that additional coaches are going to be running and other buses will be running behind public service buses. Every bus route is covered. Cllr Fothergill confirmed that the additional measures are at great financial expense but that an additional £440k from government has been provided to help with the cost. The WRR safe route to school plan should be received shortly.

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

Cllr Cavill confirmed that Persimmon are making progress slowly in MH1.

##### **Community Liaison/Transportation: Cllr Elliston**

Cllr Elliston reported that the green spaces in MH1 are untidy and that there are trip hazards on the pavements. Wasps and wasp nests are also present pretty close to play areas. Difficult to take any action. Speeding and racing through the development and on the roundabout is still an issue.

#### **d) Communications Report**

Clerk summarised the work that she has carried out on the website to ensure compliance with the new Website Accessibility legislation which comes into force in September. The Parish Council meeting pages and Planning Committee pages have been updated with all agendas and minutes in accessible formats and with meaningful hyperlinks. Further updates to pages will take place over the next month and an Accessibility Statement will be developed for approval at the next meeting.

#### **e) GDPR**

Clerk confirmed that there was nothing to report.

#### **f) WMPC Chairman**

Cllr Haskins confirmed he had nothing to report.

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

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

Cllr Tully reported that the Village Hall AGM is taking place in a fortnight. The village hall is looking to reopen in September. The fence up at the front of the hall has been replaced. The Hall hire prices will remain as they are until next year.

### **h) The Spital Trust**

Cllr Ellis confirmed that there was nothing to report

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

No other events to report.

### **j) Consultations submitted**

No consultations submitted.

## **138/20 Assets**

### **a) Asset Register**

Assistant Clerk confirmed that the Asset Register was up to date, the parish signs have been added.

## **139/20 Finance**

### **a) Quotes: updates**

i. Signage for Church. Email received on 1 July 2020 confirming that the works order was submitted to the SCC contractor on 19th June; having received information regarding utilities in the area. Due to social distancing measures some works that require two operatives to work closely together e.g. erecting a new post have been delayed but the SCC contractor has now carried out a risk assessment and these works can now progress. The SCC contractor has 12 weeks to complete the works. Kate Brown has emailed them to ask for an approximate programme date which she will pass on to me once received. No further information.

Bus Shelters Ltd – ongoing – progress anticipated after lock down eases. Having unsuccessfully tried to speak to local homeowner, a letter will be delivered explaining location of concrete slab on grass verge for base on northern side. Email from SCC Road licences reporting that papers have been sent again to SCC Legals team (23/7/2020). No problems on southern side so suggestion is to continue work on southern side whilst sorting out northern side of road.

ii. Dado trunking at BACH

R Billett Hob Close:

To Install Dado Trunking around each room and additional sockets throughout.

Please see attached spreadsheet for list of materials used

Materials: £1774.39+ VAT

Labour: £1080 + VAT (allowed 3 days for 2 people)

Total: £2854.39+vat

John Marchant:

Entrance –

To supply, wire and fit 4 sections of dado trunking with a double socket in each, connecting to the local ring main circuit.

Price £480.00 Plus VAT

Meeting Room –

To supply, wire and fit curved dado trunking (similar to existing) around the room with 6no. double sockets, connecting to the local ring main circuit.

Price £720.00 Plus VAT

Main Hall –

To supply, wire and fit dado trunking around the room with 5no. double sockets, connecting to the local ring main circuit.

Note: All trunking and sockets will be in white plastic.  
Price £785.00 Plus VAT  
Total: £1985.00 plus vat

Comment from Clerk: The only difference in the quotes is the number of sockets being provided in the trunking – John Marchant are supplying approx. 9 less but I can't believe that would account for £869.00 difference. I think R Billet's labour charge must therefore be higher.

Proposed by Cllr Elliston, seconded by Cllr Tully and all agreed by show of hands.

**To note receipt of External Audit papers have been acknowledged by PKF Littlejohn.**

Noted

**To report progress with Outdoor Gym Taster sessions:**

Rachel Fortnum has agreed to deliver WMPC sponsored free taster sessions at FG. 4 sessions in week 1, with follow up in week 2 according to demand.

**To report position ref John Deere mower:**

Insurance confirmed by Came and Co to be in place for another year (expiry 13 August 2021).

DVLA License renewal completed for another year, no charge.

End of warranty service booked for 10 August with Hunt Forest – invoice to follow.

**To confirm PC support for Clerk's Level 4 Community Governance Qualification.** In precept notes. This is equivalent to a degree level qualification. Reports from other Parish/Town Councils reflect on huge benefit to the Council, as Clerk's knowledge becomes deeper and more detailed. In the event of Unitary Authority, would be of benefit to the Parish for devolved powers. Cost of the two- year course is paid in 5 instalments, over 2 years totalling £6300.00.

Sept 2020	Registration	350.00
Feb 2021	Remainder of first half of year 1	1225.00
July 2021	Second half of year 1	1575.00
Feb 2022	First half of year 2	1575.00
July 2022	Second half of year 2	1575.00
		6300.00

The budget setting and precept document, adopted last year in November, made allowance to pay the course fees, starting in 2021/2022. However, the registration fee will be due when the Clerk registers in Sept/Oct 2020, total £350.00, plus the remainder of the first instalment, £1225.00, due in Feb/ March i.e. the first instalment is due before the year end (a total of £1575). There is a possibility that the payment of £1225.00 could be delayed until April. Then the second instalment would be due in July, £1575.00. Two further payments would be due in Feb/Mar 2022, and July 2022, of £1575.00 each.

Resolution to pay course fees as described with Clerk to pay for own travel, subsistence and books. Study time to be in Clerks own time, attendance at residential courses will be taken from Clerks annual leave allowance.

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

**b) 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

Interest Lloyds	£1.30
Nationwide	£3.22
PSDF	£to follow

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 - £xxx
Clerks salary (after tax)	£xx.xx to be paid by bacs
Asst Clerk (after tax)	£xx.xx to be paid by bacs
HMRC month 5	£390.32 to be paid by bacs
Homeworkers allowance Clerk	£27.00 to be paid by bacs
Homeworkers allowance Assistant Clerk	£27.00 to be paid by bacs
Lengthsmans services	£ to follow to be paid by bacs
Annual grants agreed at budget setting	
At 10% per head of population	
Citizens Advice Bureau	£400.00 to be paid by bacs
Village News	£400.00 to be paid by bacs
Dorset and Somerset Air Ambulance	£400.00 to be paid by bacs
Love Musgrove	£400.00 to be paid by bacs
St Margarets Hospice	£400.00 to be paid by bacs
Annual grant to PCC for burial ground maintenance	£1400.00 to be paid by bacs
Annual rental for Spital allotments	£15.00 to be paid by bacs))
Annual rental for Spital bus shelter	£10.00 to be paid by bacs)) paid together £25.00
NALC training rebuilding communities/climate	£30.00 per attendee (to be agreed) to be paid by bacs
Any other invoices received before 11 August 2020	£ to follow, to be paid by bacs wherever possible

Water aid donation for water bowser £50.00 to be paid by bacs

Resolution to make payments as described above (invoices to be paid by bacs where noted)

Proposed by Cllr Gage, seconded by Cllr Tully and all agreed by show of hands.

Payments made since last meeting of WMPC

1. To note: Payments made using debit card

2. To note payments by bacs/transfer:

Insurance for John Deere mower as reported verbally at July meeting £324.22 paid to Came and Co, no vat.

3. To note payment by direct debit

Invoice 8131 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, for the servicing plan

Tailored auto enrolment pension deductions: to follow

Invoice SWS 106539 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

4. Cheque

nil

### c) WMPC Bank reconciliation

Bank reconciliation and budget check: please check on green financial sheet. Ask any questions by email.

The bank reconciliation for July is complete, no outstanding items.

General notes on spreadsheet

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) after 1st of the month. 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 August financial sheet

WMPC Receipts

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Shows receipts between 1 July and 1 August. Includes interest from three bank accounts

WMPC Expenditure

Invoices dated after 1st July are shown on the August finance sheet.

Subscriptions CCS 100.00 + SALC 1029.59 =1129.59

**d) BACH finance**

The BACH Finance Sheet, providing the position in relation to the BACH finances to the 31<sup>st</sup> July 2020 was circulated in advance of the meeting and its contents noted.

**140/20 Other matters for report only**

Items for next meeting agenda – by Monday 31<sup>st</sup> August 2020.

Clerk to gather further information about Speedwatch and report back at the next meeting. It was explained that the last attempt about 5 years ago to introduce a speed gun into the Parish (borrowing the speed gun owned by Kingston St Mary) failed for want of volunteers.

Clerk to share the comments submitted to SCC Highways regarding traffic issues and pinch points in the Parish with a member of the public.

**Confidential Session:**

**141/20 Country Park**

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

**142/20 Dates of forthcoming meetings**

Future meeting dates will take place virtually through Zoom on the following dates.

**Parish Council:**

**Second Tuesday** in the month

2020: 8th Sept, 13th Oct, 10th Nov, 8th Dec.

**Planning Committee**

**First Tuesday** in the month

2020: 1st Sep, 6th Oct, 2nd Nov, 1st Dec.

**Annual Parish Meeting:** TBC

**BACH Committee:** TBC

**Audit Working Party:** 16th October 2020 9.15am.

**Budget and Precept:** TBC November 2020

There being no further business, the meeting closed at 9.30pm.

Signed Chairman



Date: 8<sup>th</sup> September 2020