



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 11th February 2020 at 7.00pm in the BACH (Brittons Ash Community Hall), Bathpool.

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

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, and approximately 8 members of the public.

17/20 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllrs Tully, Besley and Cllr Andrew Pritchard, District Councillor, SWT.

18/20 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.

19/20 To consider applications received for co-option into the Parish Councillor vacancy

Two applications were received for co-option into the Parish Councillor vacancy. Each applicant made a statement in support of their application.

No proposal was received for Eamonn Leniston by a Parish Councillor.

Cllr Gage proposed that Paul Elliston should fill the vacancy, this was seconded by Cllr Hall. The co-option of Paul Elliston into the casual vacancy was agreed with all in favour.

Paul Elliston was welcomed to the Parish Council and the declaration of acceptance of office form signed.

20/20 To adopt the minutes of the last meetings

The minutes from the previous meetings of the Parish Council on 14th January 2020 and BACH Committee on 3rd October 2019, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 20th January 2020, proposed by Cllr Hope, seconded by Cllr Hall and all agreed by show of hands. It was resolved to adopt the minutes of the BACH Committee meeting on 3rd October 2019, proposed by Cllr Gage, seconded by Cllr Cavill, and all agreed by show of hands.

21/20 To note Clerk's report and Assistant Clerk's report

Clerk's report:

- Actions from previous meetings and other issues raised during the month:
 - Blades / tools in AMP boundary – SWT response received, followed up with Engagement Lead.
 - Oak Trees – WRR – Advised Persimmon of transportation arrangements
 - Advice of Dan Martin at SCC requested regarding the attenuation ponds in the Parish. Also asked Claire Thackray at SWT to investigate ownership of Farriers Green Attenuation Pond.
 - Written a letter directly to Daniel Heathcott at Persimmon re marketing of Retail Units.
 - Letter to Mr Foxwell regarding land for possible allotment use
 - Road drainage – The Cottage, Mount Fancy – liaised with SCC and forwarded pictures.

- Concerns expressed by member of public about a number of issues relating to overgrown hedges and condition of some areas. Reported to relevant authorities.
- Quote for new dog bin in West Monkton requested from SWT.
- Soft verge collapse in West Monkton reported to SCC Highways.
- Investigated A3 printer options.
- Annual Parish Meeting – 25th March arrangements / plans – Climate Change theme.
- Request received from resident of Elms Estate for more street lighting, only currently one streetlight.
- Allotments:
 - Renewals sent (due 1st January)
 - All allotments renewed / payments received. 2 new allotment holders in place.
- BACH:
 - Committee Meeting took place on 23rd January. Action points include:
 - Apply for a Premises Licence
 - Apply for a TV Licence
 - Two new screens for lobby
 - Four new tables for committee room
 - Gates for car park not to be padlocked
 - New locking / unlocking arrangements due to number of regular hires / shortage of alarm fobs.
 - Entrance lobby carpet to be cleaned in May
 - Rooms and entrance lobby to be re-painted in the Summer.
 - Next Committee Meeting – Thursday 16th April 2020 at 7pm.
- Meetings that have taken place;
 - 17th January 2020 – Audit Committee Meeting
 - 20th January 2020 – JPP Meeting with Andrew Penna
 - 21st January 2020 – JPP Meeting
 - 22nd January 2020 – Meeting with Persimmon re MH1 and Sports Pitches
 - 23rd January 2020 – BACH Committee Meeting
 - 28th January 2020 – SWT Exec Meeting
- Meetings this month:
 - 4th February 2020 – SWT Liaison Meeting
 - 4th February 2020 – Planning Committee Meeting
 - 6th February 2020 – Road and Traffic Issues Meeting
 - 11th February 2020 – Parish Council Meeting
 - 13th February 2020 – Parish Surgery
 - 18th February 2020 – Further meeting of the JPP

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.
- Attended SWT Executive meetings for Flood Alleviation Plan, and Land South of Langaller Manor Farm (preparation of representation).
- Liaison with K Tutill, and working with Jo Pearson Clerk CFPC on revisions to Neighbourhood Plan. Implementing advice given by A Rhodes SWT.
- Reported apparently deliberate damage to stile and fence to SCC Rights of Way and Avon and Somerset Police.
- Started enquiries for two new bus stops on the Bridgwater Road by the bus gate. Quotes in Financial report.
- Directed Claire Thackray SWT Engage officer to fencing repair needed at Heathfield Drive Flats.
- Started enquiries for gym equipment at Farriers Green, liaison with Claire Thackray/Martin Davies at DLO.
- Meeting with Claire Thackray, Martin Davies, Duncan ref grass cutting, dog bin emptying for 2020.

- Assistance from Qss IT ref 'draw' facility on google maps: satisfactory outcome.

22/20 SCC report from Cllr D Fothergill

Cllr Fothergill reported on the following:

The Somerset Fund: Grassroots community groups are being encouraged to apply for grants of up to £1500 from The Somerset Fund with the deadline for the current funding round as Friday 14th February. The Somerset Fund will support local people of all ages and a wide range of causes, including giving the best start in life to the most disadvantaged children, growing the life skills of young people, improving the mental health of people of all ages, increasing opportunities for better physical health, supporting people with disabilities and life-limiting illnesses and combating loneliness and isolation. Visit www.somersetcf.org.uk/somersetfund or call 01749344949.

Climate Emergency Strategy Events: Rescheduled public events to discuss the creation of Somerset's first Climate Emergency Strategy have been confirmed and will be run by the Somerset Climate Action Network (SCAN) on behalf of the four District Councils and the County Council. The Strategy will identify ways for Somerset to work towards being carbon neutral by 2030 and adapt to predicted climate change impacts. The events will be held from 10am until 4pm as follows:

- 8th February – Bridgwater House, King Square, Bridgwater, TA6 3AR
- 15th February – Mendip DC Offices, Shepton Mallet, BA4 5BT
- 22nd February – Vicarage Street Methodist Church, Yeovil, BA20 1JB

Community Connect: SCC's Adult Social Care team have implemented a new website

www.somersetcommunityconnect.org.uk Some of the things on the site include:

- A directory of Micro-Providers – the growing network of small scale, often single-person, care providers who can help with care at home.
- A list of drop in events being run by a huge range of community and voluntary organisations in your local area
- Information about support for carers
- Help to access equipment through the county's two Independence and Advice Centres
- A directory of registered home care and care home providers.

Fizz Free February: Fizz Free February meaning it's time to ditch sugary drinks for 29 days. It is part of the wider SUGAR SMART campaign aimed at cutting back on the amount of sugar consumed. Latest data from Public Health England on the nation's diet shows that sugar now makes up 13.5% of four to ten-year olds' and 14.1% of teenagers' daily calorie intake respectively, while the official recommendation is to limit sugar to no more than 5%. Research has shown that in Somerset one in five children enter primary school overweight or obese; one in three enter secondary school overweight or obese. Visit

https://www.sustainweb.org/news/nov19_fizz_free_february/

Talking Cafes: Adult Social Care now have 17 Talking Cafes and a network of Community Agents and village agents who work closely with SCC's social work teams to ensure that people are able to find solutions that help them live as independently as possible in their own home and community. To date 5,519 people have been supported through the Talking Cafes.

Free Health Checks: Nearly 7,000 people benefitted from free health checks last year thanks to the service delivered for SCC and the NHS. And the checks will continue this year, giving anyone over 40 with the chance to have a free check up every 5 years, helping identify those at higher risk of certain health problems, such as heart disease, diabetes, kidney disease or stroke. During the 30-minute check, healthcare professionals assess the blood pressure, cholesterol, BMI and lifestyle. With these results the practitioner can advise patients about small changes that they can make which could have a huge impact on their future health. You can find out more about health checks here: <https://somersethealthchecks.co.uk/about-nhs-health-checks>

Bovine TB: Following a successful bid for funding from Department for Business, Energy and Industrial Strategy (BEIS) Somerset Trading Standards has launched a new information pack giving farmers all the information they need to help safeguard their herd from Bovine TB. The packs provide information on the regulations; how to access support and give practical tools for farmers to help increase biosecurity standards with the aim of reducing the impact of the disease.

Somerset Prepared: Somerset Prepared is the official multi-agency partnership working closely with communities to deliver advice, support and training to enhance local resilience to emergencies. Their work includes raising awareness of local risk, providing advice, guidance, support and funding to locally led community resilience initiative; providing resilience networking and information sharing platforms for community groups through

meetings, events and supporting technology; supporting partner agencies in delivery of community resilience initiatives; and coordinating activity between member organisations. For further information visit www.somersetprepared.org.uk

23/20 SW+T Council report from Cllr Cavill

Cllr Cavill reported on the SW+T Council budget. The council tax rate for 2020 is to increase by £5.00 – 3.17% to £164.63 Band D equivalent. The Council will transfer £3.5m from Business Rates smoothing reserve to new Investment Risk reserve. BRSR April 2019 + £6.4m. New Homes Bonus grant for 2019/20 homes built confirmed as £3,253,289. Also, a legacy payment for 2018/19 and 2019/20 of £2.5m will be paid by Government which can be added back into SWT forward budget for 2021/22 and 2022/23.

This year £2.75m allocated from New Homes Bonus (Capital) aligned to temporary costs. At December 2019 General Fund reserves were £2.7m, earmarked reserves £23m a 'healthy resilience for the future' and the HRA reserve £2.5m.

There are 5,700 homes in the HRA accounts. Rents to go up for tenants by CPI plus 1% Existing, +5% new, and +10% Sheltered (CPI 1.79%). As per Government new Rent Standard 2020. HRA borrowing to increase up to £106m. There is a plan to build 1,000 new homes in the next 30 years, which after RTB sales will be a net increase of 400. HRA direct staff cost £6.323m, with central costs £8.583m. Homelessness requirement is for 161 hours per annum in Taunton Deane area. At 25% means minimum build of 650 new hours per year in the Taunton Deane area. There are 15 rough sleepers in Taunton and 2 beggars, Government has given £287k for this.

Questions were asked of the SW+T and SCC Councillors following their reports as follows:

Cllr Haskins asked what actions are being taken by the District and County Council about the number of shops that are closing in Taunton Town Centre. Cllr Cavill confirmed that a BID application is going out to be voted upon by shops. If successful, there will be a programme of actions to make the town centre more attractive. SWT are also organising a number of events to bring people into the town. Cllr Fothergill outlined that change in nature of shopping and that a Town Council for Taunton was needed to represent the interests of Taunton Town Centre. Cllr Cavill confirmed that SWT are gradually looking into setting up a Town Council. 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 asked if the final traffic issues and pinch points document being developed by the Parish Council will be approved at the meeting. Cllr Haskins confirmed that it would be.

A member of the public asked for an update on the Parish Signs. Clerk confirmed that the signs are expected to be dispatched in approximately two weeks.

Cllr Gage asked about the schedule of gully clearing by SCC as there are some in the parish that don't seem to be being cleared. Cllr Fothergill confirmed that there are different cycles of clearance depending on the location. Cllr Fothergill advised everyone to report any blocked gullies via the SCC website.

A member of the public advised that the gully by Roys Place is still blocked.

A member of the public reported that a road sign leading to Hardys Road is damaged.

Cllr Haskins asked about whether the canal path between Bathpool and Creech St Michael could be widened and re-surfaced. It was acknowledged that this would need to be a Canal and River Trust initiative. It was felt that the Taunton Area Cycling Campaign would support the initiative.

Cllr Hall reported that Tacchi Morris may apply for some grant funding from the Parish Council in the future.

Clerk to report
Clerk to report
Clerk and Assistant Clerk to suggest improvement during meeting with C+RT scheduled at the end of March.

The meeting was resumed.

24/20 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 4th February 2020, (listed on SWT website); and to consider any others to date

Assistant Clerk reported the following recommendations from the Planning Committee meeting on 4th February:

48/19/0067: Erection of two-storey and single storey extension to rear elevation at Hydeaway, Bathpool. Parish Council supports this application.

48/20/0001 Erection of a timber agricultural building for storage of feed and hay at Oaklands, Cheddon Fitzpaine Road, Goosenford, Cheddon Fitzpaine. Parish Council supports this application.

It was agreed with all in favour to submit these comments in respect of the planning applications.

Clerk reported the following comments made by the Planning Committee on 4th February which have been agreed and submitted to Planning at SWT due to the deadline for comments being in advance of the Parish Council meeting:

48/19/0065 Change of use of land from agricultural to canine activity training facility on land at Cherry Grove Rise, Yalway Road, West Monkton.

The Parish Council objects to the granting of permission and made the following comments in relation to the application:

- The proposed use of the site as a dog training facility is considered to be an inappropriate use of the land.
- The Parish Council has concern about the level of noise from the proposal from dogs barking and how this will be heard by and disturb neighbouring properties. It was noted that due to the proposed location in open countryside, the noise disturbance could travel some distance. The noise may also have an adverse impact on wildlife in the area, active badger sets are in the area. In addition, dogs barking may also cause distress to dairy cows and calves grazing on the neighbouring land.
- The proposed location is in the bat mitigation zone, the proposed fencing at 3 metres high, is not conducive for bats. It will impact bats foraging and cause an obstruction to bats.
- The proposal will result in a loss of biodiversity, the land is currently a traditional hay meadow, the proposed use will mean that the grass will be intensely cut thereby adversely impacting biodiversity.
- The proposal will have a negative impact visually and impact the ambience of the area, which is only a short distance from the Quantock Hills AONB boundary.
- The proposal will result in an increase in the number of cars on a quiet country lane. Access to the proposed site is from an unrestricted tree lined road with poor visibility for cars accessing and exiting the site.
- The Parish Council believes that the points raised above mean that the proposal is not compliant with Core Strategy Policy DM1.
- No lighting should be erected in order to comply with the WM&CF NP Dark Skies policy R1. If consented the facility should therefore only be operational during daylight hours between 9am and 5pm Monday to Friday and Saturday morning only.
- Finally, it is noted that the application is only for change of use, the Parish Council questioned whether permission should also be sought for the erection of the fencing and proposed 'summerhouse'.

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

The following planning decisions were noted:

48/19/0059 Dwelling on land south of 'Nigella': refused

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

25/20 Neighbourhood Plan Update

Kelvin Tutill summarised the new formal draft of the reviewed Neighbourhood Plan incorporating all the proposed changes. The proposal is for the draft to be forwarded to SW+T Council for initial comments. It was proposed by Cllr Cavill, seconded by Cllr Hall and all agreed by show of hands to approve the draft document to be shared with SW+T Council.

26/20 MH Development

a) MH1: Sports pitches, Open Spares Transfer / Management: Update.

Clerk outlined the draft sports pitch letter that was circulated in advance of the meeting. It was proposed by Cllr Hall, seconded by Cllr Gage and all agreed by show of hands to send the drafted letter to James Hassett with copies to the Leader of SW+T and the Portfolio Holders for Asset Management & Economic Development and Planning and Transportation.

Progress with the hand over of the Public Open Space was discussed. Cllr Hope reported the progress with completing the list of required works in the MH1 Open Spaces was slow and would not be achieved by the end of February. A plan illustrating the areas to be transferred has now been sent to SW+T by Persimmon with a view to the spaces being inspected by them before handover. The end of February timescale is unachievable. Clerk to request updated timescales from Persimmon and also ask if the parking for the retail units can be completed.

b) Hartnells Farm Development

Cllr Hope confirmed that an additional culvert into Dyers Brook had been constructed which is already starting to silt up. Cllr Cavill confirmed that SW+T Council have commenced enforcement action about a number of issues including drainage, ecology and TPOs at Hartnells Farm.

c) Retail Units

Clerk confirmed that a letter had been sent to Dan Heathcott at Persimmon requesting an update on progress in relation to the retail units and evidence of marketing. A response has not been received. Clerk also outlined the content of the S106 agreement in relation to the retail units and the requirements of the developers. It was agreed to raise this with A. Penna at the March Liaison Meeting. Redrow position not known.

d) MH2

The final draft of the Traffic Issues and Pinch Points document was discussed. It was agreed that some final changes would be made to the document including:

- Additional explanation to be added in relation to the Richards Crescent Bus Gate solution to indicate that this would be a temporary solution to be removed once MH2 roadworks have been completed.
- Add in a request to explore the implementation of a 20mph speed limit in areas of West Monkton.

Subject to these changes being made it was proposed by Cllr Hope, seconded by Cllr Hall and all agreed by show of hands to submit the document to Alyn Jones at SCC with copies to A. Penna at SW+T, Cllr Fothergill and Creech St Michael PC. It was also agreed that a copy of the final document would be sent to all Parish Councillors and all those who were involved in developing it.

Clerk confirmed that the next meeting of the Joint Parish Panel was scheduled to take place on Tuesday 18th February at 7pm.

e) Land South of Langaller House

Clerk confirmed that members of the Joint Parish Panel attended the SW+T Executive meeting when the proposals in relation to the Land South of Langaller House were discussed. Correspondence has been received since the meeting confirming that the Leader of SW+T Council and the Portfolio Holder for Planning and Transportation would like to meet with the JPP. A date for this meeting is being established.

27/20 Environmental

a) CIL projects:

(i) Dyers Cycle Lane

Clerk confirmed that SCC have confirmed that a sign indicating the cycle route can be erected. A quote is awaited from SCC.

(ii) Parish signage

Clerk confirmed that the Parish Signs are expected to be dispatched in approximately two weeks.

(iii) Bridgwater Road Bus Shelters

Assistant Clerk outlined the proposal to add two new bus shelters on either side of Bridgwater Road following requests received by parishioners. Further information about the cost of the

proposed bus shelters is included in the finance report. It was agreed that consultation with the properties neighbouring the proposed location of the bus shelters should be consulted.

(iv) **Fitness Equipment**

Assistant Clerk outlined a proposal to use the remaining S106 money available and some CIL funds to purchase additional fitness equipment for Farriers Green park. SW+T have confirmed that they are happy for the Parish Council to purchase and install the equipment and they will then take over the ROSPA inspection requirements. It was suggested that the play areas at Acacia Gardens and St Quintins were in need of refurbishment. It was agreed to request the schedule of play park equipment replacement from SW+T before proceeding with ordering any new equipment.

b) Access to Heathfield School Tennis Courts

Clerk confirmed posts containing information about the Tennis Courts had again been added to the website and facebook page but only a small amount of interest had been received.

It was agreed that the Clerk would add further posts over the coming months to see if any more interest is expressed as the season changes and weather improves.

28/20 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden – Mr Kevin Perry

Kevin Perry thanked the Parish Council for inviting John Southwell from the Environment Agency to the Planning Committee meeting on 4th February when a very useful update was provided. Kevin confirmed that January was a quieter month with only 90% of average rainfall but half of that did fall in 5 days which led to a flood alert but there were no issues. Kevin reported that there was a sewerage pollution incident on 24th January. Wessex Water received over 30 reports and reacted quickly. There was a blockage at the pumping station. It was fixed quickly and Wessex Water have carried out remedial work including re-turfing in gardens.

February has been quiet so far but more rain is expected at the weekend.

b) NP Delivery Group Chairman – Mr K Tutill

Nothing to report in addition to report provided in 25/20 above.

c) Councillors with roles of responsibility

Footpaths: Cllr Gage

Cllr Gage summarised action that he had take in relation to the broken stile at Overton.

BACH: Cllr Gage

Cllr Gage reported that a meeting is scheduled with the school regarding the heating bills for the BACH and that a quote is awaited from a carpenter to install some additional storage in the Activity Hall Storage Cupboard. Following investigation, confirmation has been received from the alarm company that a code can be used to deactivate the alarm system at the BACH. This will be used by members of the BACH Committee to free up some fobs for use by hirers. Finally, Cllr Gage reported that no handbook or instructions were provided for the fire alarm during handover of the building and there are therefore no instructions available on how to operate or interrogate the alarm. Cllr Gage is exploring the possibility of receiving some appropriate training.

Allotments: Cllr Haskins (Clerk)

Cllr Haskins confirmed that all of the allotments are currently in use.

Highways: Cllr Besley

In Cllr Besley's absence there was nothing to report.

Cllr Fothergill confirmed the intention of Alyn Jones at SCC to meet with the Parish Council about the scheduled Creech Castle Improvements.

Flooding: Cllrs Cavill and Hall

Cllr Hall confirmed that a meeting is scheduled to take place regarding the weepy dams proposal for Allen's Brook.

Safe Routes to School

In Cllr Tully's absence there was nothing to report.

Jo Pearson, Cheddon Fitzpaine PC Clerk outlined correspondence received from Helen Vittery at SCC regarding the safe route to school during construction of the WRR. Helen Vittery is raising the concerns of the Parish Councils with the appropriate team to ensure a suitable alternative route is agreed for use during construction.

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

Cllr Hope confirmed that he had nothing further to report in addition to the update provided at 26/20 above.

Community Liaison/Transportation:

It was agreed that Cllr Elliston would take up this role going forward. It was also agreed to add Cllr Elliston to the BACH Committee.

d) 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.

e) GDPR

Nothing to report

f) WMPC Chairman: Cllr Haskins

Cllr Haskins reminded Parish Councillors to complete their 6 lines for the Annual Report. Clerk to send a copy of last years' annual report to Cllrs Hope and Elliston.

Representatives on outside bodies/Response to Consultations

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

In Cllr Tully's absence there was nothing to report.

h) The Spital Trust: Cllr Ellis to report

Cllr Ellis confirmed that there was nothing to report. The Spital Trust are due to meet again on 19th March.

i) Any other events at which WMPC was represented

Assistant Clerk and Cllr Cavill confirmed their attendance at a SW+T Local Plan Issues and Options Consultation Roadshow.

j) Consultations submitted

Assistant Clerk confirmed that a number of consultations will be considered at the March Planning Committee meeting with a view to developing responses. Assistant Clerk encouraged Parish Councillors to read the consultation in relation to the Local Plan Issues and Options.

29/20 Assets

a) To confirm Asset Register is up to date

Asset Register is up to date.

30/20 Finance

a) Quotes:

- To supply and install bus shelters from BSL same as M Elms installation £10081.34 plus vat. Same price for quarter or half ends (CIL project). * If approved, SCC License fee will be required £165.00 for

license to obstruct the highway. Then BSL applies for license to do works on the highway and passes the charge on to WMP (circa £500.00). Resolution to proceed
Proposed by Cllr Hall, seconded by Cllr Cavill and all agreed by show of hands.

- Reed and Holland to prepare concept plan for Natural World Centre £1500.00 plus at plus reports from others e.g civils/drainage (CIL). Shared with Cheddon Fitzpaine 50:50. Reed and Holland will issue two separate invoices. Resolution to proceed

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

- Looking to purchase WMPC A3 printer. Currently Clerks use their own. The one to be purchased would be housed at the BACH, and offer the opportunity to download to a USB memory stick. Could offer it as a Parish facility during times when Office is manned by Clerk? Cost circa £180.00 = £215 incl vat.

Resolution to proceed

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

- Expecting quotes from DLO for grass cutting and dog bin emptying for 2020.

West Monkton Parish Council (WMPC) and Cheddon Fitzpaine Parish Council (CFPC) are in agreement, jointly, in principle, to purchase the Maidenbrook Country Park from Somerset West and Taunton Council. It is confirmed that the cost of the purchase of the Country Park would be equally shared between CFPC and WMPC - 50% from each Parish Council (including legal costs if needs be). The purchase would be funded from CIL receipts received in the future, not from funds currently held at date of purchase, and the purchase to be conditional on outline planning permission obtained on the land. Cost of preparing and submitting the planning application to be shared equally, 50% from each PC. Maintenance costs to be apportioned according to ratio of D band properties in each of the Parishes, according to the ratio at the time, currently 24.73:75.27 %.

Resolution to proceed (if not minuted elsewhere in the minutes)

Proposed by Cllr Hall, seconded by Cllr Elliston 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	£2.08
Nationwide	£38.55
PSDF	£15.79
Moving £50,000.00 to PSDF because interest at Lloyds is 0.2% at PSDF =circa7%	
VAT reclaim third quarter	£1573.92
Allotments rent x 3 (Thorne, Pritchard, Bank)	£90

As at 5/2/2020 all allotment rents paid (final payment post 1Feb so on next month's Fin Sheet)

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 11	£106.05 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	£ nothing this month
Mowgate Hedge cutting Hob Lane	£84.00 to be paid by bacs

Wessex Water Jun-Jan2019	£34.33 to be paid by bacs
*SCC bus shelter license fee	£165.00 to be paid by cheque
Qss IT Google maps draw facility	£23.10 to be paid by bacs
A Hall expenses (CP and POS)	£68.47 to be paid by bacs
Grant for VE day street party	£200.00 to be paid by bacs
Small Fries hire of VH (grant)	£77.00 to be paid by bacs

Any other invoices received before 11 Feb 2020 £ 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 Elliston and all agreed by show of hands.

Payments made since last meeting of WMPC

1. To note: Payments made using debit card
nil

2. To note payments by bacs/transfer:
nil

3. To note payment by direct debit

Invoice 7133 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

Monthly invoice SWS 105636 £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

Invoice SWS 105532 Annual fees for hosting, word press support, back up and spam guard £591.00 + vat =
£709.20

Dropbox annual subscription paid £79.00

Annual subscription to McAfee £89.99

4. Cheque

c) WMPC Bank reconciliation

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. Amounts received not in budget are in blue. Amounts spent beyond budget are in red.

General notes

Each column heading is dated first of the month.

Each monthly receipt column is a snap shot 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 February financial sheet

WMPC Receipts

Interest Lloyds 2.08

Nationwide 38.55

PSDF to be advised

Rent for 2020 paid by 3 allotments holders =£90.00

Third quarter VAT (Oct to Dec 2019) received = £1573.92

WMPC Expenditure

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

CP – expenses incurred for CP and POS drawings etc £68.47

Env – SCC License for bus gate bus shelters 165.00 + Mowgate hedge cutting at Hobs Lane 84.00 = £249.00

Page 10 of 12

Grants – 200.00 for VE day and 77.00 Small Fries VHM hire charge = £277.00
IT – annual renewals of software with SWS 709.20, Qss IT assistance 23.10, = £732.30

d) To note:

Next Meeting of Audit Working Party 17th April 2020, BACH 9.15am.
K Perry has agreed to carry out the Internal Audit for the year 2019/2020.

e) BACH finance

The BACH Finance Sheet, providing the position in relation to the BACH finances to the end of January was circulated in advance of the meeting and its contents noted. Clerk provided an explanation of the receipts received and expenditure paid during the course of the month.

31/20 Other matters for report only

No matters to report.

CONFIDENTIAL SESSION

32/20 Country Park

Cllr Hall reported that all tree planting plans and maintenance schedules have been submitted to SW+T Council for approval. No licence has been received to plant trees yet but stakes will be added in anticipation of tree planting taking place soon.

Cllrs Hall and Cavill reported that Arts Taunton are championing the Country Park and information will be included in a newsletter to be distributed shortly.

The purchase of the Country Park was discussed. It was proposed by Cllr Hall, seconded by Cllr Ellis and all agreed by show of hands that:

- Cllr Cavill be given delegated responsibility to negotiate the purchase price with SW+T Council on behalf of the Parish Council.
- That Cllr Cavill should start negotiations at £150k and that Cllr Cavill may negotiate up to £200k if SW+T Council cover the legal costs.
- If SW+T Council won't accept £200k then the matter must be considered by the Parish Council again.
- £50k of the purchase price, already allocated to the Country Park by WMPC, could be paid immediately with the remainder to come from future CIL receipts.

33/20 Dates of forthcoming meetings: all meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2020: 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: 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 25th March 2020 at 7pm at the BACH

BACH Committee: 16th April 2020 at 7pm at the BACH

Audit Working Party: 17th April 2020 9am

Budget and Precept: TBC November 2020

There being no further business, the meeting closed at 10.05pm.

Signed Chairman



Date 10th March 2020.

Adopted - Redacted