



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 11th January 2022 at 7.00pm.

Present: Cllrs Besley (from 7.30pm), Cavill, Ellis, Elliston, Gage, Hall, Haskins, Hope and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Mrs K Welsh Assistant Clerk Community, Mr K Tutill, NP Delivery Group Chairman, Mr K Perry, Bathpool Flood Warden, Cllr David Fothergill, County Councillor, Cllr Andrew Pritchard, District Councillor, Sammie Millard-Jones, Clerk Cheddon Fitzpaine Parish Council (via Zoom), Cheddon Fitzpaine Parish Council Cllrs Batsch, West and Woollacott (via Zoom) and 4 members of the public.

01/22 To receive any apologies (with reasons), introductions with responsibilities

No apologies were received.

02/22 To note

a) Declarations of Interest: No change.

b) Dispensation Requests:

Application from all members of West Monkton Parish Council for a full dispensation to be granted to allow them to participate in discussions in relation to MH2. It was resolved that West Monkton Parish Council grants a full dispensation to all West Monkton Councillors to allow them to participate in discussions in relation to MH2 proposals. Proposed by Cllr Hall, seconded by Cllr Elliston, and all agreed by show of hands.

c) Amendments to the Register of Disclosable Pecuniary Interest: none had been notified to the Clerk.

03/22 To adopt the minutes of meetings

a) Parish Council meeting on 14th December 2021

The minutes from the Meeting of the Parish Council on 14th December 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 14th December, proposed by Cllr Elliston, seconded by Cllr Tully and agreed by show of hands.

b) BACH Committee Meeting on 20th July 2021

The minutes from the Meeting of the BACH Committee on 20th July 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the BACH Committee on 20th July 2021, proposed by Cllr Elliston, seconded by Cllr Gage and all agreed by show of hands.

04/22 To note Clerk's report, Assistant Clerk's report and Assistant Clerk (Community) report

Clerk's Report:

- Actions from previous meetings and other issues raised during the month:
 - Instructed bus shelter cleaning once a quarter
 - Forwarded details of two hedges that need cutting at Mead Way and Swingbridge to David Fothergill to follow up cutting with SCC.
 - Community Governance Review to form Taunton Town Council
 - Publicised survey further
 - Inputted remaining responses received from Sharpcat – 492 responses received in total – 20% response rate.
 - Developed draft response to consultation for feedback and approval at the January PC meeting. Appendix of survey responses in full also developed.

- Meeting with Persimmon and SWT to discuss tree planting on 14th January and pre meet with SWT on 10th January
- Press release in respect of MH1 issues / experiences – commenced its development – progress delayed by CGR and MH2 responses.
- Letter to MP in relation to the issues / experiences on MH1 – commenced – progress delayed by CGR and MH2 responses.
- Other Parish Administration:
 - Updating Planning Log with planning decisions / conditions weekly.
 - Review MH2 planning application and developed draft PC response.
- BACH:
 - Air conditioning quote accepted, installation date awaited.
 - Committee Meeting arrangements. Meeting took place on 20th December and the following actions were agreed:
 - Frequency of cleaning to remain at twice a week
 - Two smaller tables to be purchased
 - Moving around of chairs to enable more storage room in cupboard.
 - 24 mugs for kitchen to be purchased.
 - New heavy duty rug for entrance.
 - Carpet and window cleaning to be arranged for March.
 - Inventory of equipment in BACH to be developed and made available to hirers.
 - Budget for 2022/23 to be developed for next meeting
 - No changes to hire charges or terms and conditions at the moment.
 - Next Committee Meeting to take place on Monday 14th March at 7pm.
- Meetings last month:
 - 1st December – Dyers Brook Tree Planting
 - 1st December – Country Park Working Group Meeting
 - 6th December – CGR survey responses inputting
 - 7th December – Agenda run through meeting
 - 7th December – WM Liaison Meeting
 - 7th December – Planning Committee Meeting
 - 8th December – LGR / SCC Clerks Update meeting
 - 14th December – Parish Council meeting
 - 20th December – BACH Committee meeting
 - 23rd December – 3rd January – Leave / Office Closed for Christmas.
- Meetings this month:
 - 4th January – Agenda run through meeting (Business PC Meeting agenda)
 - 4th January – MH2 Planning Application meeting
 - 5th January – LGR Clerks Session
 - 5th January – Country Park Working Group Meeting
 - 6th January – Meeting with SALC regarding CGR
 - 10th January – MH1 Pre Meeting with SWT
 - 11th January – Parish Council Meeting (Business)
 - 14th January – Meeting with Persimmon / SWT re MH1 Trees
 - 17th January – Carbon Literacy Training
 - 18th January – Agenda run through meeting (Community / Project PC Meeting agenda)
 - 19th January – LGR Clerks Session
 - 21st January – Audit Working Group Meeting
 - 25th January – Parish Council Meeting (Community / Project)
 - 31st January – Country Park Working Group Meeting

Clerk raised email correspondence received from Persimmon about the design of the Hartnells Bus Shelters. Persimmon are proposing Cantilever Bus Shelters are installed. Councillors expressed concern about the width of the pavement and the lack of protection from weather that a cantilever shelter would provide. Clerk to request

that Persimmon make enquiries with SWT about setting the bus shelter back from the pavement on SWT land. Clerk to also request that conduit is provided to enable power to be added to the bus shelters later.

Assistant Clerk's Report:

- Actioned decisions made by Council and attended virtual and actual meetings.
- Distribution of newsletters ref corona virus pandemic, and other information from other agencies.
- Parish administration
 - Checked with Lengthsman regarding area at end of School Road. Confirmed that Brambles have been sprayed, but another spraying and several cuts with bush whacker to reduce the vigour of the return growth are needed.
 - Meeting at St Quintins to determine future of St Quintin's play area. SWT advises that next scheduled refurbishment will be 2023/2024.
 - Bins have been installed at Monkton Elm and Gotton , no invoice yet
- Neighbourhood Plan: Regulation 16 submitted to SWT; information packs distributed to three Village Halls. Article explaining the process of Neighbourhood Planning posted on Monkton Matters. Regulation 16 stage has now closed. A Rhodes working though responses.
- Planning
 - Applications forwarded and powerpoint presentations prepared. Check applications for compliance with NP. Request extensions to consultation period when required.
- Climate change and ecological emergency
 - On-going with B Turner. Develop the next 6 months programme. Bethan to present in January meeting for approval.
- CIL projects:
 - Safer route to school at CP, ongoing.
- Finance / Audit Working Party
 - Present budget and precept for 2022/2023: approved. Submitted to SWT.

Assistant Clerk Community Report:

- Attended Parish Council Meeting
- Attended BACH Committee Meeting
- Covered Youth Club DISCO, organised event and purchased food and prizes
- Finalised forms and arrangements for Dyers Brook clearing volunteers
- Added updates to Monkton Matters
- Received calls over holiday period – 1] noticeboard collapse on farriers green. 2] To discuss opportunities for volunteering as litter pickers in the community – to discuss and organise
- Emailed Andy Pritchard and Vikki Pow about the litter picking volunteering task
- Put community survey on survey monkey

05/22 Local Government Re-Organisation

a) Update

Clerk confirmed that the next LGR Advisory Board meeting is scheduled to take place on 3rd February when the draft LCN boundaries may be discussed.

The next Town / Parish Council Conference is also scheduled to take place on 17th February from 6-9pm virtually.

b) Community Governance Review to form Taunton Town Council

Clerk confirmed that she attended a virtual meeting with SALC and representatives of the eight Parish Councils included in the Community Governance Review to form Taunton Town Council. The purpose of the meeting was for SALC to gather views to inform its response to the consultation.

Clerk confirmed that the proposed Parish Council response to the consultation had been circulated by email. It was resolved to approve the response for submission to SWT, proposed by Cllr Gage, seconded by Cllr Elliston and all agreed by show of hands.

06/22 SCC Report from Cllr D Fothergill

Cllr Fothergill reported on the following:

Community Governance Review: SCC have responded to the consultation expressing concerns regarding the timescales within which the Review is being conducted and the process being followed.

Coronavirus infection rates: As of 31st December the number of confirmed Covid cases in Somerset was 83,300 (22% up from 68,307 on 30th September) and the number of Covid-attributed deaths 977. The rate per 100,000 stands at 766.6 (435.2) for Somerset with Mendip at 892.0 (564.1), Sedgemoor at 756.6 (418.1), South Somerset 684.3 (505.5) and SW&T at 770.4 (276.6). The number of total deaths across the County is currently level with the 5-year average and the latest R-value for Somerset is between 0.9 and 1.1.

As of today (11th January) the rate per 100,000 has risen to 1262. The highest ever figure in Somerset. Hospital figures are stabilising but it is difficult to get people out of hospital.

Infection rates in Somerset continue to be extremely high. With the new Omicron variant it is important, even for those who have had both jabs, to remember to follow Government guidance on wearing masks, to continue to observe Social Distancing and to always ventilate indoor areas.

Somerset Coronavirus Support Helpline: A single phone number continues to be available for anyone in Somerset who needs Coronavirus-related support. 0300 790 6275, is open seven days a week from 8am to 6pm.

Vaccination programmes roll-out: Somerset continues to have one of the highest vaccination rates in the country with the latest figures showing over 95.8% of the 18+ population having had one dose of vaccine and 93.2% having had both doses. In total 50.9% of the adult population have also received their booster.

Local Government Reorganisation: Following the Secretary of State for Levelling Up, Housing and Communities (DLUHC) decision to support the move to a single Unitary Council across Somerset it is expected that statutory orders will shortly be laid before Parliament with an agreed vesting date of April 2023. The first elections to the new authority together with Somerset Town and Parish elections will be held on 5th May 2022.

Pay boost for Somerset Carers: Somerset County Council and the NHS have announced a £4.8m investment to increase pay and recognise the vital contribution of carers in Somerset. The Council are proposing a 9% uplift to domiciliary care providers who agree to pay all their staff a minimum of £10.50 per hour; a retention bonus of £250 for those who have been working in registered care for the last 6 months; and a £250 payment for new starters in domiciliary care. The funding for these changes has been jointly agreed and funded by Somerset County Council and the NHS, as social care is crucial in supporting people leaving hospital and in the community. There are currently a number of vacant social care roles and to find out more visit www.proudtocaresomerset.org.uk/jobs

Appeal for return of healthcare equipment: Healthcare equipment is loaned on behalf of the NHS and social care teams when people leave hospital or after a period of illness, to help them stay safe at home and retain their independence. However, the Covid-19 pandemic has increased demand for this equipment and created shortages in supply. To book a free collection so that equipment can be reused to help others call Millbrook Healthcare on 0333 003 2407.

Reporting faults on the Highway: Utilising a new upgraded online system with an improved interactive map, members of the public can report a highways problem 24/7. From potholes, blocked drains and broken manhole covers, to mud on the road, overgrown vegetation, damaged pavements or cycle paths, faulty traffic lights or missing markings – they can all be reported in just minutes from a smartphone, tablet or computer.

The full range is available via www.somerset.gov.uk/roads-and-transport/report-a-problem-on-the-road/

Applications for school places 2022: All children starting school for the first time in September 2022, as well as those moving between infant and junior or first and middle school applications must be submitted by Saturday 15 January 2022. www.somerset.gov.uk/admissions

Hedges at Swingbridge and Mead Way – investigated with SCC. Swingbridge is SCCs responsibility, a works order has been filed but a road closure is required to cut the hedge which will cause some delay. The Mead Way hedge is the homeowners responsibility; SCC Highways have written to the homeowner requesting that the hedge is cut within 14 days.

The following questions / points were raised with Cllr Fothergill:

Cllr Haskins raised the blocked drains in the parish caused by road sweeping not taking place after hedge cutting. Cllr Fothergill advised that blocked drains should be reported via the new reporting tool on the SCC website.

Cllr Gage asked if Cllr Fothergill had any information regarding the performance of Heathfield School. Cllr Fothergill confirmed that he would get some information and report back.

Cllr Tully reported that the hedge at Dyers Lane is also in need of a cut. Clerk to report.

Cllr Pritchard raised the condition of School Road which once more has pot holes that need work. Cllr Fothergill confirmed that he would discuss the issues with SCC Highways and ask them to take a look.

07/22 SW+T Council reports from Cllrs Cavill, Pritchard and Tully

Cllr Tully reported on the following:

Two reports are going to SWT Full Council, one relates to Litter Enforcement Officers who will be issuing fines of £100.00. Cllr Tully commented that he felt the fines were excessive. The second report relates to a 4% rise in rent for Council Tax properties which Cllr Tully felt was also excessive. Cllr Cavill confirmed that although the rent is increasing, it will still be very cheap compared to other areas. The rise equates to £3.60 per week.

Cllr Pritchard reported on the following:

Local Hospitality Support Grant has restarted for businesses affected by Omicron. Grants of £1-5k are available for Hospitality and Leisure businesses.

Household Support Grants are also available for households who are struggling. The decision making process in respect of the grants is quick to enable help to households that need it quickly. It was agreed to add the press release regarding the grant to Monkton Matters.

Cllr Cavill reported on the following:

Community Governance Review – Marcus Prouse at SWT has indicated that the assessment of the responses to the consultation will be impartial and that SCC Officers will be involved in assessing the responses received. Cllr Cavill also reported that he raised the question at SWT Corporate Scrutiny on 5th January about CIL funds being ringfenced for spend in Parishes, something that SWT Cllr Rigby had indicated was possible. SWT Officers are making enquiries and coming back to confirm.

Public Question Time

A member of the public raised the capacity of post boxes in the Parish, specifically the one outside the Almshouses. The member of the public requested that consideration is given to adequate new ones being installed in new developments.

A member of the public raised the increased use of Milton Hill by traffic to avoid the T junction at Yallands Hill. Cllr Fothergill noted that traffic monitoring is taking place in and around Monkton Heathfield and asked if one of the locations being monitored is Milton Hill.

A member of the public asked if the confidential item in respect of the Country Park could be separated so that part of the item is not confidential. Member of the public also asked that an explanation as to why the agenda item is confidential is included on the agenda.

Cllr Tully raised the broken knee high fencing around the ERR. Persimmon have confirmed that the fences will be fixed in one go just prior to adoption of the open space.

Cllr Hall raised the electronic display boards on the A38 and WRR. Both refer to 'use A38' but the road signs have A38 in brackets. Cllr Hall suggested that this may be causing road users some confusion.

Clerk to make a note to raise this point at the next meeting with SCC Highways.

Clerk to make this change going forward.

Clerk to make a note to raise this point at the next meeting with SCC Highways.

Cllr Besley confirmed that MH2 and the enforcement of the 20mph speed limit also needed to be discussed with SCC Highways.

Clerk to make a note to raise issues with SCC Highways at the next meeting.

Cllr Tully raised concerns about Tudor Park and the safe route to school and the need for barriers to stop cyclists going straight onto the main road at the end of paths.

Clerk to make a note to raise issue with SCC Highways at the next meeting.

08/22 Planning

a) To consider planning applications received

14/21/0047/HYB Application for a Hybrid Planning application for Outline planning permission with all matters reserved, except for access related to the A38, for the second phase of the Monkton Heathfield development comprising of a residential and mixed use Garden Neighbourhood including up to 1210 No. dwellings, up to 4.83 hectares of land for strategic employment uses, 8 hectares of land for a through school, mixed use district centre, community facilities, green infrastructure, drainage works, land for a 600 No. space 'Bus and Ride' facility, relief road (EER2) and associated works and for Full planning permission for the erection of 240 No. dwellings with access, including temporary access arrangements, and associated infrastructure works on land east of the A38, south of Walford Cross, Monkton Heathfield.

The draft response prepared and circulated in advance of the meeting was discussed and amendments identified. Subject to those amendments being made the response was approved for submission. Proposed by Cllr Hall, seconded by Cllr Hope and agreed with all in favour (Cllrs Besley, Cavill and Tully abstained).

It was agreed that a copy of the response would be added to Monkton Matters.

It was also agreed that a meeting with the Planning Officer to discuss the application and the points raised by the Parish Council.

Assistant Clerk confirmed that she had made contact with Create Streets about a review of the application being conducted and that a response is awaited.

48/21/0073 Application for outline planning with all matters reserved, except for access, for the demolition of employment buildings and erection of 28 No. dwellings with associated parking, cycle storage, refuse storage and private/communal amenity space at AMP Access, 156 Bridgwater Road, Monkton Heathfield (resubmission of 48/21/0033).

West Monkton Parish Council does not support this application as presented.

The Highways response is detailed, and the Parish Council supports the recommendations made therein. The Highways report suggest access via Pippin Road – access via the 'table' at Pippin Road would be acceptable.

The TPO at the entrance is being respected, but the no dig zone to protect the roots has not been accounted for and may cause problems in completing the entrance. Hedges and trees will still be removed from site, although off site trees apparently will be retained: since the site is surrounded by a bund it is hard to identify the red line boundary on the ground.

A Landscaping Plan has not been submitted. It was noted that the boundary against Pippin Road has not been cleared and rusting industrial saw bands remain within the trees and shrubs. There is no evidence of biodiversity net gain for the site, rather the reverse as plans are included to raise hedges and clear the space.

Although it is noted that in this submission there has been a reduction in the number of dwellings on the site, the design remains very dense and the Parish Council would wish to see more space between dwellings and closer adherence to garden town principles. Courtyard parking has been included, and the negative comments in the Police Crime report were noted. The experience of courtyard parking provision in MH1 is that the areas are little used, car owners park outside their own entrance and render the estate roads almost impassable, especially for the refuse wagon, delivery lorries and emergency services.

Emerging NP policy H5 states that orientation, massing and landscaping should ensure maximum solar gain in accordance with the NPPF and SWT policy DM5. This is not reflected in the proposed layout.

Access into the adjoining footpath and cycle network is not shown as part of the development, which is not compliant with WM&CF Neighbourhood Plan policies. No Travel Plan included.
Climate emergency check list – not completed properly stating the application is outline only so the questions can't be answered. This is not acceptable.

NP policy H1 states that 10 or more net dwellings should include 10% single storey dwellings for older people. There are 28 dwellings on the plan therefore 2 of them should be single storey.

No Landscaping Plan, no indication of biodiversity net gain, no lighting plan. The absence of these plans is not compliant with NP policies.

The NHS position/full surgeries at Creech St Michael, Crown and Lyngford is serious. The proposal for 28 dwellings will bring 28 families or single people into the Parish without there being sufficient health services readily available for their needs. The S106 money will not actually remedy this issue. The impact of this application and MH2 on current NHS provision will be unsupportable.

No measures regarding discovery of contaminants on site/ prevention of pollution during construction have been presented. Local knowledge indicates there will have been use of noxious chemicals on the site in its previous uses. A survey to ensure the proposal will result in safe and healthy dwellings, gardens and open spaces must be required before planning permission could be granted.

48/21/0079 Erection of a single storey extension to the side with part conversion of garage into ancillary accommodation and erection of car port at Fair View, 4 Milton Hill, Monkton Heathfield
West Monkton Parish Council supports this application.

The Climate emergency checklist has been completed and is in conformity with NP policies (including water butts and permeable surfaces).

Photos of loft submitted in support of an application affecting a roof are satisfactory..

The Parish Council supports the biodiversity net gain on the site by installation of bat and bird boxes, bee bricks
There is no impact on the street scene.

48/21/0078 Variation of Condition No. 20 of application 48/13/0074 to replace the Ash trees with a suitable alternative on land off the Western Relief Road, Monkton Heathfield

West Monkton Parish Council supports this application.

Emerging Revised WM & CF Neighbourhood Plan NP policy R6 suggests use of native species grown in UK, supported by FSC stakes.

48/22/0001 Erection of an isolation unit for the rearing of young stock on land adjacent to Hestercombe Road, Gotton Full planning permission

West Monkton Parish Council does not support this application, as it appears to be an application for a very large building placed in the centre of a field, which will have maximum visual impact; with insufficient detail provided to support it. The dimensions of the building are not given in the plans, and it seems to be for a substantial number of animals.

The PEA assessment is very comprehensive with robust recommendations to protect local ecology, including replanting of vegetation lost by the erection of the unit and protection of local wildlife. West Monkton Parish Council strongly endorses the recommendations of the PEA.

Making the distinction between 'clean' and 'dirty' water, measures should be in place to attenuate increased clean water roof run off from going straight into the watercourses and ending up in the ditch to the south. These measures were not included in the application; some attenuation is essential. Local knowledge is that the field

has always 'lain wet'. The ditch should be retained, as it is part of the local watercourses/drainage system. There is no storage indicated for dung/bedding storage, and its run-off; which needs to be contained. If the application represents an increase in numbers of the livestock units on the farm/site then the impact of increased phosphates on the RAMSAR sites on the Somerset Moors and Levels must be taken into account. Drainage into local watercourses means the site is affected.

The site is next door to Hestercombe Special Area of Conservation (SAC) owing to the local bat populations. As bats will be flying and foraging in the area sensitive lighting for bats is a serious issue which has not been addressed in the application. In accordance with the WM & CF Neighbourhood Plan policy R1, dark skies should be protected, by use of downlighting, and warm white LEDs. Lux levels from these lamps on habitats and resting places used by bats and other wildlife must not cause disturbance or prevent the use of those habitats and resting places by those species. The building will doubtless require yard lighting, so specialist advice is required. The Climate Change check list has not completed, which is not acceptable as no explanations to any of the questions were provided.

The Parish Council supports the colour of the roof of the building as charcoal grey not white to reduce the impact on the landscape. If the position of the building were to be placed next door to the Hestercombe Road, its impact on the landscape would be reduced.

No Landscaping plan was provided. The Parish Council would wish to see suitable reparations to the arable field post-construction, with planting to screen the building, and hedges protected during construction and replaced and made good when construction was completed.

14/21/0024 Application for Outline Planning with all matters reserved, except for access and landscaping, for the erection of up to 28 No. dwellings with associated works, formation of access, landscaping, ground engineering and drainage works on land to the west of Derham Close, Creech St Michael
Additional landscaping plans.

West Monkton Parish Council has no comment.

Pizza trading permit Change of trading day at the BACH from Wednesday to Monday.

West Monkton Parish Council supports this application.

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

Clerk confirmed that the Planning Application in respect of the former Land Rover Garage site has been granted. 48/21/0048 Erection of a single storey extension to the side with conversion of garage into ancillary accommodation at Overton Cottage, Burlinch Lane, West Monkton - Application withdrawn pending further survey work in the spring.

09/22 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

Mr Perry reported that the rainfall in December was not exceptionally high with 83% of the average rainfall but that the rain that did fall came in two tranches in the first and last 9 days of December. Flood alerts were in place on 25th December to 27th December and 30th to 31st December. The pump was deployed on both occasions. Further rain fell on 7th and 8th January and the pump was used for 16 hours. The pump is still in place in case of any further rainfall. Throughout this period, no one was flooded.

Mr Perry reported that he had not received an update in relation to the FWAG application regarding leaky dams. Cllr Hope asked if the canal breached the gates at Firepool. Mr Perry stated that although he couldn't be certain that it was likely due to the levels and flow of the canal.

b) NP Delivery Group Chairman: Mr K Tutill / Assistant Clerk; Update.

Mr Tutill reported that the SWT consultation had completed and that several comments have been received. The main issue being raised in the comments is in relation to the changes to the housing objective. Mr Tutill confirmed that although the Examiner and Ann Rhodes are not concerned about the comments received, there is a risk that if the objective isn't amended that the plan may go to referendum and that it may be voted against. If

the amended objective wording is removed entirely, RSL may object and the consultation process may have to re-start. Mr Tutill outlined another option to remove just the first part of the amended objective wording which relates specifically to the Country Park. Mr Tutill confirmed that policy R4 contains similar wording anyway. A discussion took place. Cllrs were in agreement to remove the first part of the amended objective wording as suggested by Mr Tutill. Proposed by Cllr Besley, seconded by Cllr Gage and all agreed by show of hands. Cllr Hall abstained.

Mr Tutill confirmed that CFPC will also need to approve the approach. CFPC Clerk confirmed that an Extraordinary Parish Council meeting will be arranged for approval.

Mr Tutill confirmed that changes to the NP document will need to be made in the next couple of weeks in order for the Independent Examination to proceed.

c) Councillors with roles of responsibility (not all Councillors will have a report to make)

Footpaths

Cllr Gage confirmed that 3 of the new gates have been installed by the Lengthsman and that photos have been circulated. There are 2 more gates to install. Cllr Gage asked the Parish Council if he should order further gates. Cllr Gage confirmed that gates on the outskirts of the Parish at Coombe Bottom need to be done. It was agreed to go ahead and order the gates needed to complete the whole Parish. Cllr Gage to also liaise with SCC about acquiring Footpath Signs for installation as required across the Parish.

BACH Chairman;

Cllr Gage reported the outcome of recent conversations with the Headmaster at the School about some proposals. One is for an extension to be built to the rear of the BACH which will be accessible from the Activity Hall. The School is in agreement with this proposal if the school have half of the built additional storage. Cllr Cavill to talk to Ian Robinson, Chief Executive of the Oak Academy. The expected cost of the extension would be £20-30k which could be funded by CIL money. It was noted that Planning Permission would be required. It was agreed to add an item to the next PC meeting agenda to discuss further.

The second was for the PC to take on responsibility for maintaining the green space at the front of the BACH. The School is also in agreement with this proposal. Cllr Cavill suggested that volunteers in the Community could be called upon to lend a hand. Cllr Gage raised the matter of the manhole covers on the space which have sunk. The School has offered to share the cost of setting the manhole covers in concrete. This was agreed. Cllr Gage outlined some problems experienced at the weekend following the food box collection and the condition that the kitchen was found in for a hirer on Sunday afternoon. The Bookings Officer was very upset as a result of the situation. Cllr Gage outlined a proposal to show the Parish Councils appreciation of Maggie and Gordon and all that they do to enable the success of the BACH. It was agreed to offer to pay for a meal out for Maggie and Gordon up to the value of £100.00.

Allotments;

Clerk confirmed that the allotment renewals had been sent out and payments are beginning to be received. Cllr Tully raised concerns expressed to him by one of the allotment holders about the fence that was removed / damaged during the construction of the neighbouring bungalows. Clerk confirmed that she was aware and that she would liaise with the Spital Trust Clerk.

Highways;

Cllr Besley confirmed that he didn't have anything to report but requested that a meeting with SCC Highways is arranged. Clerk to arrange.

Water Resilience;

Cllr Cavill and Hall confirmed that there was nothing to report.

Safe Routes to School;

Cllr Tully confirmed that he had nothing further to report.

Public Open Spaces/ Children's Play Areas and Recreation;

Cllr Hope confirmed that a meeting with SWT / Persimmon regarding the ERR bund trees is scheduled to take place on 14th January. It is hoped that after that meeting conversations should be able to progress about accepting money from Persimmon to plant trees, although it is noted that tree planting would need to take place by the end of March. It could be possible for tree planting to take place in phases. There is a general lack of clarity about the areas which will form part of POS adoption and which will form part of the Highways adoption. It

was agreed that the WM Liaison Meeting should be arranged for the first Tuesday of February with Persimmon / Redrow and SWT.

Transportation;

Cllr Elliston confirmed that he had nothing to report. Clerk confirmed that an item will be on the agenda for the next PC meeting to discuss Wivey Link.

d) Communications Report - Clerk.

Parish Council Website:

- Village News Jan-Feb edition added.
- Further publication of the Community Governance Review /Survey added.
- A358 Taunton to Southfields Community update added
- Thatch Winter News Bulletin added
- Climate Change page updated with articles about the Climate Change Programme.
- Highways updates including for Creech Castle works.
- Regular updates to Highways (including road closures), Planning, Finance and Parish Council pages carried out.

Parish Council Facebook Page:

- Page likes / followers now at 678.
- Posts added sharing the news items added to the website.

Monkton Matters

- 12 new articles added in December.
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- Business directory now live and has details of 7 businesses so far.

e) GDPR

Nothing to report.

f) WMPC Chairman; Cllr Haskins

Cllr Haskins confirmed that he had nothing to report and would report the Highways issues that he has come across via the SCC website.

Representatives on outside bodies/Response to Consultations:

g) West Monkton Village Hall Management Committee

Cllr Tully confirmed that he had nothing to report.

h) The Spital Trust

Cllr Ellis confirmed that there is not much to report. The next meeting of the Spital Trust is scheduled to take place in March.

Cllr Ellis confirmed the details of Gloria Day's funeral. It will take place on 20th January at 12noon at West Monkton Church. It was agreed to either make a donation of £25.00 or purchase flowers to that value. Assistant Clerk to make enquiries as to the preference of the family.

i) Any events at which WMPC was represented

Assistant Clerk Community confirmed that the clearance of Dyers Brook by volunteers took place before Christmas which went really well. Volunteers are now being recruited for litter picking. Assistant Clerk confirmed that more litter picking equipment has been ordered.

j) Consultations responses to be developed / approved for submission

DS Fire and Rescue consultation - <http://www.dsfire.gov.uk/community-risk-plan>

It was agreed not to make a Parish Council comment in respect of this consultation.

Connecting our Garden Communities - active travel linkages - <https://www.somerset.gov.uk/roads-and-transport/roads-and-transport-local-cycling-and-walking-infrastructure-plans-lcwips/>

It was agreed not to make a Parish Council comment in respect of this consultation.

Clerk drew the Parish Councils attention to a petition regarding councils being able to have the choice to meet remotely.

It was agreed that the Clerk would sign the petition on behalf of the Parish Council.

10/22 Asset Register

Up to date.

11/22 Finance

a) BACH Finance to 31st December 2021.

Clerk summarised the BACH Finance report circulated in advance of the meeting which confirmed the income and expenditure in relation to the BACH up to the 31st December 2021.

b) Quotes

- Following the Budget setting and precept meeting on 29th November 2021:
 - Precept request for £64,517.00 for 2022/2023 submitted to SWT.
 - Based on SWT tax base figures for 2022/2023, capital expenditure at the CP shared costs of CF PC and WM PC remains 50:50, whilst the maintenance and general running costs will be shared WMPC 70% and CFPC 30%.
- CIL projects
 - current: Anticipated costs of supply and installation of Safer Route to School at Country Park-top layer of fine to dust gravel to finish the surface will be delayed until pond installation is complete and the site has dried out likely cost £2500.00. Extra paths to be installed (extra cycleway running north south may be 16-17K). Remedial work to repair muddy sections resulting from tracked vehicle in pond installation £750.00.
 - Donation to Fire Brigade for helping fill the pond £500.00

Proposer Cllr Elliston, seconded by Cllr Hall and all agreed by show of hands.

- Suggested: St Quintins play area refurbishment. Ref report of site meeting circulated 7/1/2022.

Quotes expected from M Davies.

(Jessica Play 14,995.00 ex vat).

Agreement in principle to consider refurbishment/replacement of St Quintins Play area and minor improvements to Meadway and Acacia gardens in collaboration with SWT using CIL funds.

It was agreed to progress enquiries.

c) 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	£ 0.69, Dec 9th statement
Nationwide	£3.22 Dec 30 th statement
PSDF	£2.59 Dec 31st statement
Unity Bank	£5.18 (annual)
Donation to Parish Food Box initiative	£1000.00
Allotment rents x6 in Jan (1 in Dec, 1 in Feb column)	£180.00

Payments

payee	Payment ex vat	Vat	Total	How paid	Budget line
A Pritchard litter picking				d-d	Wages pd into voluntary 'nest', see below
Employee pension contributions				d-d	Pension contributions
Employer pension contributions				d-d	HMRC
A Shephard Clerks salary SCP30				bacs	salary
P Cavill assistant clerk2 salary SCP 34				bacs	salary
K Welsh assistant clerk-community salary SCP 26				bacs	salary
HMRC month 10				bacs	Employer/NIC/PAYE
A Shepherd Homeworkers allowance				bacs	Homeworkers allowance
P Cavill homeworkers allowance				bacs	Homeworkers allowance
K Welsh homeworkers allowance				bacs	Homeworkers allowance
A Shepherd third quarter expenses				bacs	Clerks expenses
P Cavill third quarter expenses				bacs	Clerks exp
K Welsh third quarter expenses				bacs	Clerks exp
S Rolls Lengthsmans Services in Dec	31.25	No vat	31.25	bacs	Lengthsmans services
S Rolls Lengthsman services CIL footpath gates	93.75	No vat	93.75	bacs	CIL
B Turner Environment initiatives/comms Dec invoice WMPC 12	162.50	No vat	162.50	bacs	environment
Burnham Portaloo at CP Dec	92.00	18.40	110.40	bacs	CP vol
Wee Trees forest school fence	782.60	146.92	929.52	bacs	CIL share with CFPC ex vat
To CFPC: WMPC share of over-run on grant for CP projects (pond and forest school) 50:50	5190.61	No vat	5190.61	bacs	CIL
Sharp Cat postage for survey	219.09	43.82	262.91	bacs	env
QSS IT GDPR maintenance for each laptop (x30)	25.50	5.10	30.60	bacs	IT
SWT grass cutting/empty dog bins 3 rd quarter	1411.98	282.40	1694.33	bacs	Dog bin/grass cut
Elan City SID device, invoice expected	1919.00	383.80	2302.80	bacs	CIL
Keep Britain Tidy litter picks and hoops x 5	113.34	22.66	136.00	Bacs PAID	env
The Defib Pad (replacement pads at BACH)	94.00	18.80	112.80	Bacs PAID	BACH
Crisis Fund CCS	1000.00	No vat	1000.00	Bacs PAID	Youth and Community
Bradforfs pea gravel for forest school drainage	70.00	14.00	84.00	Bacs PAID	CIL
Kate Welsh youth club expenses (pizza)	16.00	No vat	16.00	Bacs PAID	Youth and community
Samantha Traylor DJ for YC	80.00	inclusive	80.00	Bacs PAID	Youth and community

SLCC ILCA Training KW	120.00	24.00	144.00	Bacs PAID	training
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Any other invoices received before 11th Jan 2022. Payments by bacs wherever possible.

Resolution: to make payments described above:

Proposed by Cllr Hall, 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

2. To note: Payments by bacs/transfer:

3. To note: Payment by direct debit

Invoice 6862 Jan 5th Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, (now RollPay) for the servicing plan.

Tailored auto enrolment pension deductions: £79.45

Invoice SWS 109353 to follow Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

Invoice SWS 109323 Monthly invoice for web life hosting (MM) £23.00 +vat4.60 = £27.60

Microsoft office £9.48

4. Cheque

Nil

5. Transfer between accounts

15.12.2021 £20000.00 from Business a/c to Treasurers a/c

d. WMPC Bank reconciliation

Bank reconciliation and budget check: please check on green financial sheet. Ask any questions by email. Bank reconciliation for 1st December is complete and balanced.

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 December financial sheet

WMPC Receipts

Shows receipts between 1 Nov and 30 Nov includes interest from bank accounts.

WMPC Expenditure details ref green financial sheet which shows only totals – details below

Sundry admin: Viking orders ink and set up home office 43.79 + 66.50, Viking orders 117.56 + 41.14 = 158.70, Microsoft payment 9.48. Total £278.47

In Dec column Parish Online annual sub 150.00 +vat30.00= £180.00; Microsoft payment 9.48. Total 189.48

Equipment (new Line) all PPE purchases hard hats 119.75, gloves 59.10 first aid kit 13.65 Total = £192.50

In Dec column hi viz and goggles £367.67

In Jan column Litter picks and hoops 136.00

CP vol: Reimburse Vol Coordinator expenses, £68.34; EGWhite topping in Aug 270.00 +vat54.00 = £324.00;

Burnham Portaloo 105.60; A Hall CP wood, keys etc 169.09; Total £667.03

CIL: in Nov column Glasdons bollard for CP safer route to school 228.50
In Dec column R W Gale 2250.00 (issue invoice to CFPC for half ex vat = £1062.50) Wellers Hedley CP covenants 441.60; gravel for CP 84.00. Total 3075.60.
In Jan column Lengthsman footpaths gates 93.75, share of pond overrun 5190.61, Wee Trees forest school 929.52, SID 2302.80. Total 8516.68
Comms: SWS on direct debit gsuite (vat breakdown above) 71.76, SWS MM hosting on direct debit (vat breakdown above) 27.60. Total = 99.36
Grants: Crisis appeal CCS 1000.00
IT Laptop for KW 1344.78, Set up laptop 32.34 Printer (Asst clerk-com) and inks £151.85 (part of 204.53, inks x 2 to follow) Total 1528.97
Env In Dec column Business all about you 175.00 B Gage exp 196.09, G Hope exp 99.41 Total 470.50
In Jan column Sharp Cat postage for survey 262.91, Business all about you 162.50, Keep Britain tidy litter picks and hoops 136.00, Total 561.41
Youth Club: A Crome exp 38.10, pizzas (KW), 16.00, DJ for disco 80.00. Total 134.10

e. To note the next meeting of the Audit Working Party on Friday 21 January 2022 at 9.00 am by zoom. Identify/report progress on major climate initiative scheme.

Noted

12/22 Other matters for report only – items for discussion - no decision

a) Items for next meeting agenda – by Monday 17th January 2022 or Monday 31st January 2022

Noted

Confidential Session

13/22 Country Park Update

The letter received from Sally Stark at SWT regarding the Glebe Farm Planning Application and Country Park Lease was shared on screen and discussed.

A draft response letter developed by CFPC Cllr Mike Batsch was shared on the screen. The letter provided a draft response to the three questions in Sally Stark's letter. Clerk to share the SWT letter and draft response letter with Councillors for feedback to be sent to the Clerk by close of play on Wednesday 12th January. The CP Working Group meeting notes were discussed. The recommendation to instruct Wellers Hedleys solicitors to deal with the Crown Estate to obtain written confirmation that the Forest School structure is acceptable according to the restrictive covenant was agreed. Clerk to liaise with solicitor.

14/22 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2022: 8th Feb, 8th Mar, 12th Apr, 10th May, 14th Jun, 12th Jul, 9th Aug, 13th Sep, 11th Oct, 8th Nov, 13th Dec.

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

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

Audit Working Party: 21st January 2022 at 9.00am (Virtual)

Annual Parish Meeting: 29th March 2022

BACH committee: 14th March 2022 at 7pm

Budget and Precept Working Party TBC November 2022 at 7pm

Meeting finished at 10.05pm



Signed Chairman:

Date: 25th January 2022

Adopted - Redacted