



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 11th June 2019 at 7.00pm in the BACH (Brittons Ash Community Hall), Bathpool.

Present: Cllrs Cavill, Ellis, Gage, Hall, Haskins, Hope 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 David Fothergill, County Councillor, Paul Elliston, Bathpool Pioneer, Simon Hutchings, Creech St Michael Parish Council, Brenda Brighton, Creech St Michael Parish Council and approximately 5 members of the public.

082/19 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllrs Besley and Kelly.

083/19 Declarations of Interest, Dispensation Requests, amendments to the Register of Disclosable Pecuniary Interest

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 the consultation process for the Core Strategy. It was resolved that West Monkton Parish Council grants a full dispensation to all West Monkton Councillors to allow them to participate in the consultation process for the Core Strategy for the next four years until May 2023, proposed by Cllr Hall, seconded by Cllr Hope, and all agreed by show of hands.

Application from all members of West Monkton Parish Council for a full dispensation to be granted to allow them to participate in the determination of budget and precept-setting each year for the next four years. It was resolved that West Monkton Parish Council grants a full dispensation to all West Monkton Councillors to allow them to participate in the budget and precept setting process for West Monkton Parish Council for the next four years until May 2023, proposed by Cllr Hall, seconded by Cllr Hope, and all agreed by show of hands.

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

084/19 To adopt the minutes of previous meetings

The minutes, having been previously circulated, were taken as read. It was resolved to adopt the Parish Council minutes of the meeting on 14th May 2019, proposed by Cllr Cavill, seconded by Cllr Tully, and all agreed by show of hands.

085/19 To note Clerk's report and Assistant Clerk's report

Clerk's report:

Reported to SCC / SW&T Council

- Grass cut along footpath from School Road to Farriers Green
- Requested update from Kate Payne, Persimmon regarding 5 additional bins

Made further requests for information from Alyn Jones, SCC which he agreed to share during the J25 M5 Improvements meeting.

- Holding response received confirming information being gathered and a full response will follow in due course.
- Full response received shortly before the meeting and will be circulated to Councillors for their consideration.

BACH:

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- Internal Audit completed; spent some time developing 2019/20 finance records in line with recommendations.
- School hall hire bookings, arrangements being put in place to take over dealing with bookings from 1st July.
- New padlock has been installed on BACH gate
- BACH keyholder agreements all signed by regular hirers (required annually)
- Problems reported with using audio on BACH Screen, now fixed.
- Quote for cleaning carpet and some chairs obtained and approved with Chairman. Cleaning took place on 29th May.
- Quotes for the expenditure of the remaining S106 funds including CCTV for lobby, cosy chairs for lobby, dropped kerb in car park being gathered for consideration at the next meeting
- Next meeting Thursday 18th July 2019

Allotments

- All allotments in use.

Other events attended / updates:

- 9th May – Parish Surgery
- 28th May – MH1 Working Group meeting
- 29th May – SW+T Council Planning Training
- 30th May – SW+T Council meeting regarding grass cutting

Assistant Clerk's Report:

- Attended: Parish Surgery 4th June; represented mayoralty at Weston Super Mare mayor making event 16th May; opening of Priorswood Library under community support 17th May.
- Hose piping for CP was purchased, thereby sorting out water supply.
- Colour of surface of footpath cycleway from Dyers Brook Bridge to footpath cycleway at rear of Furs Close resolved with Kate Payne. It is a footpath cycle way and will be red.
- Made a presentation with Jo Pearson (CF PC Clerk) at Durston Parish Meeting on the Somerset Wood/Country Park.
- Submitted AGAR on 21st May 2019.
- Received a visit from Julie Maile, the owner of the boat to be a coffee shop on the canal at the Marina. The boat is ready, but obtaining planning permission from SWT is proving difficult – first submission in February, and a number of iterations since then. Matter taken up with Georgina Wood, Business Boating CRT – on-going.
- A Penna wishes WM Liaison meetings to progress on a month by month basis as his role evolves: meeting on 4th June attended also by Helen Vittery, SCC
- Hire of Portaloo at Maidenbrook CP has been extended to end of April 2020. As the portaloo was first installed in Jan 2019, the loo will be upgraded in Jan 2020.
- CIL Annual Report completed and submitted to R Staddon SWT. The completed report, once accepted, will be published on the website.
- Attended CRT Bridgwater and Taunton Programme Study Day 5th June. Identified areas of priority along canal, funds limited, therefore aim to do best they can within restraints of budget. Keep Green Flag status: maintain weed removal regime: maintain towpaths for connectivity (not much support to widen towpath from Swingbridge into Taunton): increase signage and interpretation; emphasis on paddle boating activities: increase/improve paddle boat launch sites. Information to feed into NP review.

086/19 SCC report from Cllr D Fothergill

Panorama: The Panorama programmes 'Crisis in Care' highlighted the incredible work by Adult Social Care staff based in Somerset. In two very moving programmes, the difficulty of managing ever-increasing demand with reduced funding was brought into sharp focus. The programmes provide a very balanced view of the challenges faced by front line staff and the Council and it is hoped that it will help galvanise the national debate on the future funding of care. Broadcast dates are May 29th Crisis in Care – Who Cares? June 5th Crisis in Care – Who Pays? Both are available through BBC iPlayer for the month of June.

National Volunteering Week: The first week of June is always National Volunteering week where the invaluable work of volunteers from across the County is recognised and celebrated. Every week hundreds of volunteers

give up thousands of hours to support a wide range of activities throughout Somerset. Volunteering through the County Council could not be easier – whether it's driving or mentoring, assisting the libraries or AONB's there are opportunities for everyone at <https://volunteeringsomerset.gov.uk/>

LIFEbeat camps: Summer camps are at the heart of LIFEbeat experience, providing intensive residential programmes where 50 young people work together with adult staff and volunteers to form a 'creative community' for a week. LIFEbeat focus on four outcomes which allow young people to build a greater understanding of themselves and others: self-esteem; emotional intelligence, social skills and resilience. For further information visit <https://lifebeat.uk/somerset/somerset-camp-2019>

Small Improvement Schemes: SCC have agreed to a further £1.3m of funding to the £1m budget to deliver a significantly increased number of Member-led small improvement schemes over the next 12 months. It is predicted that the number of deliverable schemes in the year will rise from 20 to 60 and work is now on-going to re-schedule the delivery dates.

Resurfacing programmes 2019/20: In 2019 SCC have 68 resurfacing schemes (17 Principal Road Schemes, 51 Non-Principal Road Schemes) totalling 22 miles to deliver plus two flood related re-surfacing schemes in West Somerset. In addition, there will be Surface Dressing at 152 separate locations totalling 148 miles of roads. The total budget for this work is £14.5 million.

Libraries: Libraries across the County are hosting pyjama parties from 3 to 7 June – and distributing books to celebrate BooksTrust's 'Pyjamarama' event aimed at getting more children reading. Families are encouraged to wear pyjamas and/or bring in teddy bears to join in the fun at Pyjamarama themed Toddler Rhyme Times and other activities taking place throughout the week. BookTrust is working with Somerset County Council and other community partners to ensure as many children as possible have their very own story to read before bed. An estimated 1 in 4 children in the UK aged between 0 and 5 are not read to regularly. To help, BookTrust is giving out free books at the Pyjamarama themed events.

Libraries 2: Volunteers are needed this summer to pass their love of reading onto children during this year's Space Chase Summer Reading Challenge, taking place across all Somerset Libraries. Last year, over 7400 children took part in the challenge in Somerset and this couldn't have been achieved without the help of volunteers who need to be aged 13 and over, with a love of reading, and able to give up some of their spare time over the summer holidays (between 13th July and 7th September). For more information visit www.somersetlibraries.co.uk/srcvolunteering

Cider Standards: Somerset Local Cider producers have been put to the test, as part of a programme of annual food sample tests to ensure that food is properly described, compliant with required labelling, and does not contain unauthorised additives or other substances that would make them unsafe. As Somerset is a major cider producing area, artisan ciders were tested for compliance with labelling, alcoholic content, the undisclosed use of sweeteners and the presence of sulphites. Most samples taken were satisfactory. However, six samples were found to have artificial sweeteners which were not properly declared, and one contained sulphites which were not indicated. All alcohol content satisfactory.

Connecting Devon and Somerset: Connecting Devon and Somerset is one of a number of local UK broadband programmes hit by delays, but it continues to take steps to ensure our rural communities and businesses benefit from the digital revolution, as this latest update shows. Our 300,000 homes and businesses now have access to superfast broadband entirely thanks to CDS. Nearly 40,000 more have access to improved broadband connections because of the CDS programme. Over 25,000 miles of optical fibre has been laid by the CDS programme, enough to circle the Earth ten times, in what continues to be one of the biggest mass digital engineering ventures of its kind. That vital work is continuing and CDS is committed to helping communities get superfast broadband where the commercial market won't provide the infrastructure.

087/19 SW+T Council reports from Cllr Pritchard, Cllr Tully and Cllr Cavill

Cllr Tully reported that work at SW+T Council has been focussed on setting up the new Council and understanding how the system works. A number of employees of TDBC opted to take voluntary redundancy which has resulted in a shortage of staff in some areas, particularly in the Depot where 40 more staff are needed. Cllr Tully drew attention to a news report that indicated that Minehead and Burnham On Sea have been rated amongst the worst seaside resorts in the country.

Cllr Cavill reported that although a number of previous Councillors have been elected, there are also a number of new Councillors who have been receiving training. SW+T Council has been set up as a modern business which is expected to save £5.3m per year. Meetings of committees are beginning to take place and will need to catch up on business which couldn't be considered during the purdah period, a Planning Committee meeting has taken

place and the first Overview and Scrutiny Committee meeting is scheduled to take place on 12th June. There is a great deal of change taking place with a new administration, new council and new officers. Interviews for new Depot staff are now taking place.

Cllr Gage requested an update in respect of the Unitary Authority considerations. Cllr Fothergill confirmed a draft report considering the options available has been developed. Conversations will now take place to consider the options with the District Councils, two of which (SW+T Council and MDC) have new administrations.

A member of the public asked if a debrief takes place after meetings like SW+T Council Planning Committee meetings. Cllr Cavill confirmed that a debrief does not take place.

A member of the public asked if SW+T Council are likely to rethink the intention to alternate the locations of the Planning Committee meetings. Cllr Cavill confirmed that meeting locations would alternate between Williton and Taunton.

088/19 Country Park

Cllr Hall provided an update in relation to the Country Park and meetings that had taken place with Hestercombe and the Green Forum. There are issues with the supply of land coming forward for the next tranche of planting the Somerset Wood. Volunteers and contributions continue to come forward, and work is on-going at the Country Park. A regular grass cutting regime is required urgently.

Tripartite agreement is being developed. Andrew Penna, SW+T Council was due to meet with solicitors last week to discuss agreement. A copy of the agreement will be sent to the Parish Council before it is sent to the Parish Councils solicitors.

Reed Holland will complete the outline planning documents by the end of the month, the car park entrance will be included in the plans. The 1 in 20 access required has been addressed. Funding Support Officer identified, meeting with funding source regarding additional hours scheduled.

Meeting of Cllr Hall and Clerk, Assistant Clerk and Jo Pearson, Clerk, Cheddon Fitzpaine Parish Council has taken place to go through the gantt chart to ensure it corresponds with budget allocations.

It was resolved to adopt the gantt chart for future development of the Country Park, proposed by Cllr Tully, seconded by Cllr Gage and all agreed by show of hands.

It was resolved to adopt Reed and Holland for the submission and draw the plans for discharge of all conditions associated with the Change of Use permission granted by TDBC plus application for new structures / pathways and tracks, proposed by Cllr Gage, seconded by Cllr Cavill and all agreed by show of hands.

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 requested an update on the Dyers Brook Bridge project. Concern was expressed that the bushes had been removed for the bridge but had since regrown. Confirmation of the plans for the pavement into Heathfield Drive from the bridge was requested along with confirmation that the fence of the garden for the flats would not be altered. Cllr Gage (Project leader) confirmed that a contractor had been appointed and that the contractor was due to start work in August. Cllr Cavill confirmed that the plans do not include an alteration to the existing fence.

NFA

A member of the public requested an update on the shops opposite the school. Cllr Cavill confirmed that the shops appeared to be nearing completion and that a new person had been appointed at Persimmon South West who would be dealing with the development. Clerk confirmed that details of a pharmacy who would like to occupy one of the shops had been forwarded to Persimmon. Any members of the community who are aware of interest in the shop units should forward their information to the Clerk / Assistant Clerk. Clerk to develop a log of the interest received. Clerk to also request information on the opportunities available to lease or buy a unit

Clerk

A member of the public asked if there was any chance of a new doctors' surgery being included in the next phase of the development. It was noted that MH2 plans were in development.

NFA

A member of the public asked the Parish Councils view on carrying out less grass cutting on open spaces to encourage biodiversity. Chair confirmed that Persimmon were currently responsible for

MH1 Working Group

managing the open space in the new development, but less cutting could be considered if / when the responsibility is passed to the Parish Council.

089/19 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 4th June 2019, (listed on TDBC website); and to consider any others to date

Cllr Tully did not take part in the discussions regarding the planning applications received to avoid fettering his discretion.

48/19/0022 Alterations to entrance with variation to Section 106 agreement for change of use for permitted range of goods which can be sold at Unit 2 Hankridge Way, Taunton. Parish council supports this application. Cllrs Tully and Hall declared a personal interest.

48/19/0027 (resubmission of 48/18/0032) Outline planning permission with some matters reserved (except for access and layout) for the erection of 2 No. detached dwellings in the garden to the rear of Nigella, Church Lane, West Monkton (resubmission of 48/18/0032). Parish Council comment: The elevations of the proposed dwellings show at least 3.5 metres drop from north to south which indicates the steepness of the site: its not possible from the drawings to accurately assess the extent of overlooking because insufficient detail has been provided in the dwelling plans. The rotation of the dwellings through 90 degrees does not address the issues on which the application 48/18/0032 was refused. The dwellings are two storey which is not appropriate for the site. Anything more than single storey would be unsuitable for the area, and the current submission represents overdevelopment. The Parish Council recommends refusal as this submission doesn't adequately address the reasons for refusal of 48/18/0032.

48/19/0015 Change of use of canal boat to cafe at Bathpool Marina, Bathpool. Parish Council supports this application.

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

Noted.

090/19 MH Development

a) Dyers pond project (a CIL project): working group Cllrs Haskins, Gage, Cavill, Tully, and Ellis: update.

Assistant Clerk confirmed that the contractor for this project is expected to start work in August. The period of construction is unknown.

b) MH1: working group Cllrs Hope, Hall, Kelly and Cavill: update.

Clerk confirmed that the phased plans for MH1 are still awaited from Kate Payne. The S106 commuted sum confirmation is still awaited. Advice sought from SALC regarding whether the Parish Council can collect management fees, SALC have provided initial advice that indicates that the Parish Council should be able to collect management fees using the General Power of Competence but a separate body may need to be created. SALC have advised the Clerk to contact SLCC. Clerk confirmed that she had contacted SLCC and was awaiting a response.

A response was received from the current contractors who manage the site providing an indication of the costs for currently maintaining the public open space. Clerk will circulate this information to the Working Group. Cllr Cavill to follow SWT up regarding whether they are able to collect the management fees on the Parish Councils behalf.

Once phased plans received from Persimmon a further meeting of the Working Group will be arranged to consider them.

c) MH2: Progress update

It was noted that the plans for MH2 were awaited from SW+T Council for further consultation. It is understood that the plans are being developed further by SW+T Council and Thrive with input from Persimmon.

Clerk reported that Creech St Michael Parish Council had suggested arranging a further joint meeting as soon as possible. It was agreed to propose that this meeting should take place on Tuesday 18th June 2019 at 7pm at the BACH.

091/19 Environmental

a) SCC Finger post restoration project: Progress update

Assistant Clerk confirmed that Lengthsman had replaced all the fingers apart from those requiring replacement posts to be installed.

b) CIL projects: Progress update

Cycle path which runs around the canal roundabout side (ERR) along the A38 and into Dyers Lane, Croft garage pavement to Sylvan Way and Road gully repairs. Clerk confirmed that following approval of the quote at the last meeting, the contractor had been appointed and a date for the works to be carried out is awaited.

c) Parish signage: Progress update

Clerk reported that comments had been submitted on the planning application by SCC Highways requesting full scale drawings of each proposed location showing the signs will be positioned to ensure that they do not create a safety issue for users of the highway. Clerk confirmed that following a conversation with SCC, SCC have agreed to adjust the comments to request that a condition be added to the consent whereby the signs cannot be located within 450mm of the highway edge. The target decision date for the planning application was 12th June, Clerk has requested a short extension to enable SCC to amend the comments submitted. It is likely that the application will be determined by an officer rather than going before a Planning Committee.

Clerk confirmed that she is requesting updated quotes from sign manufacturers and asked the Parish Council to confirm the preferred material. It was agreed that the Clerk would seek quotes for both cast iron and cast aluminium. Clerk to gather quotes for consideration at the next meeting.

d) Bus shelters at Monkton Elm: Progress update

Assistant Clerk reported the contractors would like to install the bus shelters at the beginning of July but confirmation is awaited from Street Works at SCC as to whether any further licenses are required from SCC before works can commence. Cllr Fothergill is also following up confirmation from SCC.

e) Allotments – bonfires and upkeep

Chair reported that he had recently been called to the allotments by a neighbouring resident who had raised concerns about an allotment holder lighting a bonfire on the allotments. Chair confirmed that he had visited, that the bonfire was under control and that there isn't a term in the allotment holder agreement that prohibits bonfires. Whilst at the allotments Chair became aware that a number of the allotments were overgrown and not being cultivated. Clerk confirmed that she had visited the allotments again today and it was now only one that was overgrown. It was agreed that the Clerk would write to the allotment holder and outline the terms of the allotment agreement and ask if the allotment holder still wanted to continue to hold the allotment.

f) Roadside damage due to roadworks / diversions

Chair reported that the road diversions in place as a result of the gas works were taking a toll on the lanes through Goosenford including collapsed ditches, damaged verges and potholes. Chair confirmed that he would report the issues through the SCC website.

g) Road verge cutting in 2019: Update and to resolve to end 2019 contract with SW+T Council Depot

Clerk confirmed that a meeting had taken place with Claire Thackery at SW+T Council during which confirmation was received that the Depot will not be able to deliver the Parish Councils grass cutting contract. At the meeting the question was asked as to whether the Parish Council could cancel the contract.

In anticipation of the contract being cancelled, Clerk met with a landscape company to obtain a quote which has been provided however, it does appear that the Depot are continuing to cut areas as per the contract.

An email has been sent to Claire Thackery to request clarity as to whether the Depot are able to deliver the contract but confirmation is still awaited.

It was agreed that the Clerk would email John Stevens at SW+T Council copying in Claire Thackery and Darren Hill to request a commitment that the Depot can deliver the grass cutting contract by close of play on Friday 21st

June. Whilst writing the Clerk will also request confirmation that the Depot are cutting the public open spaces and carrying out weekly park inspections of play equipment.

092/19 Reports, including recent developments, matters to consider and decisions to be made:

a) WMPC Chairman – Cllr Haskins

Attended SW+T Council Planning Training, paper copies of planning applications will no longer be sent to Parish Councils from 1st August. The Parish Councils are encouraged to request larger plans directly from developers.

b) Bathpool Flood Warden – Mr Kevin Perry

A lot of rain has fallen in the last two days, river levels have gone up but have gone back down again with no flooding. 37 flood alerts in place but not impacting this area.

Attended EA day for volunteers and flood wardens. The wardens got the opportunity to meet Duty Officers and see the work that takes place when it rains. A further Somerset Prepared Day will be held soon – date to be confirmed.

Mr Perry confirmed that EA Bert Leach would be happy to provide an update on plans at Bathpool

Clerk to Invite
B Leach to
attend in
Aug/Sept

c) NP Steering Group report

In Kelvin Tutill's absence, Cllr Cavill provided an update on progress. Meetings of the groups reviewing policies in the Neighbourhood Plan have taken place. A report is being pulled together and will be available for consideration at the next Parish Council meeting.

d) Councillors with roles of responsibility

Footpaths: Cllr Gage

Roe deer caught in metal gate. The gate had to be cut to get the deer out. The gate now either needs to be replaced or removed.

BACH: Cllr Gage

Spoken to Mr Blackmore, School Headmaster regarding the outstanding BACH bills. Mr Blackmore is looking into these.

Legal agreement produced by SCC in respect of the BACH car park discussed. The agreement includes the allocation of 3 spaces for SCC. It was agreed that the 3 spaces could be included so long as the Parish Council has access to the school car park when the school is not in use. Cllr Cavill to enquire / respond.

Allotments: Cllr Haskins (Clerk)

Nothing to report

Highways: Cllr Besley

Nothing to report in Cllr Besley's absence.

Flooding: Cllrs Cavill and Hall

Cllr Hall confirmed that he had had a conversation with Mike Thompson regarding Allen's Brook to bring him up to speed. Depot are now responsible for flooding at SW+T Council.

Safe Routes to School: Cllr Tully

Cllr Tully expressed concern that the new Nerrols primary school may take a number of children from West Monkton parish due to West Monkton Primary School already being oversubscribed, a safe route to school for these children will need to be ensured.

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

Cllr Hope confirmed that he had been regularly visiting the open space and children's play areas in MH1 and the wider parish and had identified the following issues:

- Children's play areas at Hardys Road and Rossiter Close do not have signs e.g. no dogs / no drinking.
- Children's play area behind school has had the barriers opened and children are playing in it. Equipment has been vandalised. No signs on barriers saying 'Do Not Enter'.
- Culverts – there are open culverts with no gratings or fencing around them – the temporary fencing has been removed.
- Farriers Green park – children are accessing the park via the hedge rather than using the pathway.

Clerk to write to Persimmon regarding issues in MH1.

Clerk

Community Liaison/Transportation: Cllr Kelly

Nothing to report in Cllr Kelly;s absence.

e) Communications Report

Clerk confirmed that regular updates and news items were added to the Parish Council website and facebook page during the course of the month. The Welcome Pack slots have now all been filled. Final adverts and payments awaited, following which the Welcome Pack covers can be printed.

f) GDPR

Nothing to report

Representatives on outside bodies/Response to Consultations

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

Bookings at the Village Hall are starting to increase.

h) The Spital Trust: Cllr Ellis to report (next meeting Sept 19)

Nothing to report.

i) Any other events at which WMPC was represented

No other events attended.

j) Consultations submitted

No consultations submitted

093/19 To note that the Register of Assets is up to date and is due for review in October 2019

Noted.

094/19 Finance

a) Quotes:

No formal quotes presented.

Concept of purchasing a piece of equipment to cut the grass at the Country Park was discussed. Investigations to continue.

b) To set up the Audit Working Party:

- First meeting to be as soon as possible after 30th June; to meet quarterly thereafter
- Membership confirmed as Chair, Vice Chair, Clerk, Assistant Clerk/RFO, Cllr Gage and Cllr Tully
- Terms of reference: to monitor quarterly bank reconciliations and VAT reclaim, to ensure compliance with WMPC Financial Regulations, ongoing financial security and other financial aspects of risk management, to ensure all payments are supported by invoices; to be members of the annual Budget/Precept Working Party.

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

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	£2.38
Nationwide	£38.39
BACH reimbursement 9ARM air con)	£2995.00

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 2	£319.05 follow 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	£21.50 + invoice for May to be paid by bacs
BPTH toilet hire for April	£110.40 to be paid by bacs (CP)
A Hall incidentals for CP April/May	£113.29 to be paid by bacs CP
SALC new councillor essentials training	£25.00 to be paid by bacs
SALC affiliation fees for 2019	£966.06 to be paid by bacs
K Perry Internal Audit BACH	£to follow to be paid by bacs
NPCavill reimburse water supply CP	£554.57 to be paid by bacs CIL

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

Payments made since last meeting of WMPC

1. To note: Payments made using debit card

McAfee annual subscription for Clerks laptop £31.99 (special offer normally 89.99); Microsoft Office 365 Personal annual subscription for Clerks laptop £59.99.

2. To note payments by bacs/transfer:

nil

3. To note payment by direct debit

Invoice 5769 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Tailored auto enrolment direct debit: AP voluntary contribution 56.00 + 16.80 employer contribution for AS and 22.40 employee contribution for AS = total £95.20

Invoice SWS 104466 Monthly payment of £64.40 + vat £12.88 = £77.28 to Somerset Web Services

Direct Debit set up for ICO yearly renewal of data protection fee because it offers £5 discount – this year from £40.00 to £35.00.

d) WMPC Bank reconciliation (item e above)

Bank reconciliation and budget check presented by Assistant Clerk at the meeting by reference to green financial sheet.

e) BACH finance

Clerk presented the BACH Finance Sheet, providing the position in relation to the BACH finances to the end of May. Clerk outlined the changes to the 2019/20 finance sheet.

095/19 Other matters for report only

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Any items to be added to the agenda for the July meeting should be sent to the Clerk by Monday 1st July.

096/19 Dates of forthcoming meetings: all meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2019: 9th July, 13th August, 10th September, 8th October, 12th November, 10th December.

Planning Committee

First Tuesday in the month

2019: 2nd July, 6th August, 3rd September, 1st October, 5th November, 3rd December.

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: 18th July 2019 at 7pm at the BACH

Budget and Precept working party will meet in November 2019.

There being no further business, the meeting closed at 10.15pm.



Signed Chairman

Date 9th July 2019