



West Monkton Parish Council

ADOPTED

Minutes of the Meeting of West Monkton Parish Council held on Tuesday 11th July 2023 at 7.00pm.

Present: Cllr Besley, Elliston, Gage, Haskins, Cavill, Hope and Tully (from 8pm)

In attendance: Mrs K Welsh, Assistant Clerk Community, Mr K Perry, Bathpool Flood Warden and one member of the public.

65/23 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Hall, Cllr Ellis, Mrs A Shepherd, Clerk and Cllr David Fothergill, Somerset Councillor.

66/23 To note

- 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.

67/23 To adopt the minutes of the Parish Council meeting on 27th June 2023

The minutes from the Meeting of the Parish Council on 27th June 2023, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 27th June, proposed by Cllr Cavil, seconded by Cllr Hope and agreed by show of hands.

68/23 To note Clerk's report and Assistant Clerk (Community) report

Clerk's Report:

Parish Administration:

- General Admin:
 - Gathered availability for a meeting with partners regarding wider catchment water impacting on Bathpool. Scheduled to take place on 22nd June.
 - Took delivery of the Coronation Bench for the area near the Spital Almshouses and liaised with Lengthsman regarding installation.
 - Airband online meeting arranged for Monday 17th July at 7pm.
 - Requested information from John Perrott at Somerset Council about the remaining S106 funds for the Number 12 bus.
 - Followed up flashing signs at Tudor Park with Traffic Management.
 - Wrote letters to homeowners along Mead Way where the hedge is overgrown and obstructing the footpath.
 - Reported flytipping on east and west bound laybys on the A38.
 - Bin lids for remaining open top bins in parish ordered.
 - Requested information from the Somerset Council ROW Officer re ROW at Noah's Hill that is closed. Response received stating that 'I've had a call from the homeowner this morning (4th July), they're going to sort remedial works ASAP – I advised needs to be done ASAP but will re-check in 2 weeks' time for an update. I've advised any loose blockwork as a minimum to be removed thus not causing any imminent danger, but should ideally be re-built with sufficient foundations'.
 - Drafted and submit award nomination form for Somerset Council Chair's Award.
- Finance / Payroll:
 - Making payments / placing orders.
 - Managing / inputting Accounts using Scribe.
 - Prepared 2022/23 CIL Annual Report.
 - Responded to query about CIL spend in 2022/23 from Somerset Council.
 - Submitted External Audit paperwork and displayed notices.
 - Quarter 1 £500.00 spend report generated and published.
 - Quarter 1 VAT Return.

- July payroll and finance reports.
- Planning:
 - Updating Planning Log with planning decisions / conditions weekly.
 - Preparation of PowerPoint presentation in respect of planning applications received for PC meeting and submission of agreed response to planning applications.
- Highways:
 - Village Sign review progress delayed.
 - SID data from Goosenford passed to the Police to inform enforcement schedule.
 - SID installed at Greenway.
 - Meeting with Acacia Gardens resident on 6th July at 3.30pm
 - Reported pot holes on Dosters Lane – these have been marked for repair.
 - Reported the street lights that are not working on Mead Way.
 - Asked the Lengthsman to trim vegetation around village signs where needed.
 - Reported pot holes on Noah's Hill / Red Hill.
 - Contacted Traffic Management at Somerset Council and raised the following enquiries:
 - Review of parking issues on Brittons Ash along hedge
 - Review of parking issues at entrance to Farriers Green
 - Update on other proposed SID locations including in Bathpool, outside Primary School and on Monkton Heathfield Road.
 - Requested an update on the installation of the new SID pole near the Hartnells Roundabout
 - Painting of 20mph roundels on Monkton Heathfield road.
- MH1 / Sports Pitches
 - MH1 S106 Agreement Variation – liaised with solicitor and meeting with Planning Officer / Persimmon to review progress and regular Teams Meetings with Persimmon / Planning Officer to progress matters.
 - Requested Persimmon to trim hedge / vegetation along footpath adjacent to school – work has been carried out.
- Hartnells
 - S106 contribution meeting on 16th June. PC support for the funding being used for a permanent pump in Bathpool sent to the Environment Agency.
- Multi-Agency Approach to reducing flooding risk in Bathpool arranged and took place on 22nd June. Notes prepared and circulated.
- MH2:
 - MH2 Teams Meeting on 16th June.
 - Contacted Guides group to establish their needs for a community facility in MH2.
 - Meeting re infrastructure adoption / ongoing management on 30th June.
 - Submitted highways proposals to Developer / Planning Officer.
 - Next MH2 Teams Meeting on 21st July at 9am
 - Cllrs asked for a meeting with Andy Coupe – Clerk to arrange online meeting
- BACH:
 - Invoices and accounts, internal audit queries.
 - Next BACH Committee Meeting scheduled to take place on Tuesday Thursday 25th May 2023 at 7pm now to be rescheduled.
- Meetings last month:
 - 1st / 2nd June – Annual Leave
 - 6th June – Agenda run through
 - 7th June – MH2 Meeting with CSM PC
 - 9th June – SLCC Branch Meeting
 - 13th June – MH1 Meeting with Planning Officer / Persimmon
 - 13th June – PC Meeting
 - 14th June – LGR Session
 - 16th June – MH2 Teams Meeting with Developer / Planning Officer
 - 16th June – Hartnells Farm S106 Discussion Meeting
 - 20th June – Agenda run through
 - 22nd June – Multi-Agency approach to reducing flooding risk in Bathpool meeting
 - 23rd June – MH1 Meeting with Planning Officer / Persimmon
 - 27th June – PC Meeting
 - 28th June – LGR Session

28th June – Stay and Play / Community Café

28th June – LCN Meeting

30th June – MH1 Meeting with Planning Officer / Persimmon

30th June – MH2 Asset Delivery and Adoption Meeting with Persimmon

• Meetings this month:

4th July – Agenda run through

6th July – Acacia Gardens Meeting

7th July – MH1 Meeting with Planning Officer / Persimmon

7th July – Data Protection Training Part 1

10th July – Data Protection Training Part 2

12th July – LGR Session

14th July – Data Protection Training Part 3

14th July – Garden Town Delivery Board Meeting

18th July – Agenda run through meeting

21st July – MH2 Teams Meeting with Developer / Planning Officer

21st July – Audit Working Party Meeting

25th July – PC Meeting

28th July – Annual Leave

Assistant Clerk (Community) Report:

Community – General

- Monkton Matters – keeping MM up to date with new news and events as and when required. Sharing articles on facebook pages
- Updated Community Matters article and shared on Monkton Matters, facebook and noticeboards
- Run Community Café once a week, repair café once monthly and the Stay and Play twice weekly
- Responded to enquiries/requests via facebook and by email to those in the community.
- Regular trips to Bookers to restock for the community café/stay and play and for events
- Liaised with litter picking volunteers about issues around the parish and passed onto appropriate service or reported to council as needed
- Met with lead of the Community Service Team to organise their visit to help with the community garden and litter picking in the Parish
- Village news Article completed and shared
- Created a guide for keeping the BACH Storage Area tidy

Community Fridge

- Coordinating and managing volunteers, cleaning rotas and pick ups.
- Keeping in touch with volunteers to keep them updated and involved.
- Responding to complaints and concerns about community fridge users.
- Linked with Neighbourly App for more connections to Lidl as well as Aldi.
- Meeting with Fareshare to make final arrangements for linked working
- Now working with Fareshare and receiving donations from Bookers, Tesco and M&S. Awaiting donation from Asda
- Employed further Community Fridge Volunteers for collections
- Applied for Funding to expand the fridge with Somerset Community Foundation, The Lidl Community Fund and with Sainsbury Community Foundation

Community Cafe

- Running a weekly Community Café at the BACH over the school pick up period. Opportunity to meeting with the public to share concerns and to socialise.
- Meeting place for potential and existing volunteers to support, recruit and get feedback about the volunteering.
- Promote community events here.
- Tony Wearmouth PCSO to drop in and run any events here and Village Agent (New village agent appointed, waiting to hear who) attending regularly to meet clients and run drop ins monthly.
- Run 'Repair Café' on third Wednesday of each month.
- From August support the Impeccable Care volunteers to run a 'Bereavement Group' on the first Wednesday of the month to run alongside the Community Café.

Community Garden

- Community Garden group meet regularly at the BACH

- Cllr Paul Elliston works with this group regularly who have grown a number of different veg which have supplied the Community Fridge.
- Looking into a number of funding grants for the improvement of the community garden, with the possibility of running health and wellbeing sessions.
- Organised a 'Tidy Up' session on the 3rd July with volunteers
- Entered the Community Fridge for ONE SHOW and RHS Competition

Community Events

- Community Quiz
- Cancelling and Preparing for Dog Show – now organised for 3rd September 2023
- Liaising with Bethan Turner for promotion of Events
- Liaising with stall holders, food providers, volunteers and attendees for the Dog Show
- Organised quotes and meeting with Audio Visuals for instructions on how to use the new PA system

Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with a number of clients via the village agent in the community.
- Continue to update spreadsheet with new volunteers
- Promoting Companion Scheme – to take on more volunteers to transport individuals to medical appointments etc

Meetings

- Attended PC meetings
- Attended 2 agenda run through meetings
- Attended BACH Committee Meeting
- Created communications and clerk community report

69/23 Somerset Council Report

Cllr Cavil reported the following from Cllr Fothergill's briefing report:

Three-year Council Finances: When the 2023/24 budget was agreed in February 2023 the forecast gap over the next three years was outlined as £100m. However the latest Executive report states that the expected gap for 2024/25 of circa £40m will now be considerably higher. The report also states that it is imperative that action be taken to identify significant savings. The same Executive report also shows an accumulative budget gap of £98.8m in 2026/27

Customer Access Points: Customers who need in-person help or advice from Somerset Council will find support at all Somerset Libraries. From July, they will be able to set up virtual, face-to-face meetings on the spot so people can speak directly to a member of the Customer Service team. Customer Access Points were initially set up in seven libraries in April when Somerset Council, now after a successful trial, it is being extended to all Somerset's libraries. The support will be provided during library opening hours, which, in most cases, includes weekends.

Surface dressing programme: The Highways team have started to surface dress some roads as part of the summer maintenance programme. Surface dressing is a recognised maintenance technique for sealing a road, improving skid resistance, and preventing water getting under the surface. The work can only be carried out in dry weather, so the Council's surface dressing programme is flexible, and dates can change at short notice. You can check which roads are being surface dressed

here: www.somerset.gov.uk/roads-travel-and-parking/surface-dressing/.

Eel recovery project: Endangered eels are getting a helping hand at Chard Reservoir Local Nature Reserve. The Council's Countryside team is working with the Environment Agency (EA) to help increase nationally declining numbers of European Eels (*Anguilla Anguilla*). European eels are critically endangered due to overfishing, disease, and the blocking of waterways with dams and weirs, preventing them from completing their migration and breeding cycle. In May this year an extra 8,000 glass eels were released into the reservoir – these will develop into juvenile eels known as elvers and once mature will begin their journey to the Caribbean to spawn. To aid this, the Council's team will also install eel passes on spillways of the dam to support their movement out to the Bristol Channel.

Summer reading challenge: Youngsters aged 4-11 can join the Summer Reading Challenge by visiting Somerset Libraries. The Challenge themed around the power of play, sport, games, and physical activity offers free materials from Somerset Libraries and online via the Challenge website. The characters – brought to life by children's author and illustrator Loretta Schauer – navigate a fictional summer obstacle course and track their reading as they go, rewarded by free incentives including stickers.

Redetermination of planning decision: Somerset Council will be reconsidering an application for a proposed change of use of the Blue Ball Inn, Triscombe. Planning permission was erroneously granted under delegated powers in December 2022 by Somerset West and Taunton Council but as it is not possible for the Local Planning Authority to withdraw a planning permission once issued, a legal process was initiated by Somerset Council through the High Court to quash the decision. The application is likely to be reconsidered on 18 July 2023.

National award for Children's Services: Somerset Council is celebrating after winning a prestigious Award for a partnership project delivering children's homes across the county. The Council and its partners – care providers Homes2Inspire (part of national charity, Shaw Trust) and Somerset NHS Foundation Trust – won the 'Innovation in Partnerships' category for their trailblazing Homes and Horizons project. The project, which was developed and introduced under the previous Conservative administration is delivering 10 family-sized homes for children as part of a new model of care for Somerset's most vulnerable young people. It will also provide 20 specialist foster carers and a brand-new, therapeutic education service on two sites within the county, designed to increase young people's life chances through better educational results and improved mental health and wellbeing.

Cllr Cavil also discussed the Transport and Place Making Principles, where Somerset Council want to reduce carbon omissions which will mean developments will have only one parking space per house and there will be a vision for other routes to school and less parking within schools. This will be a Supplement Planning Policy in Somerset Council, which they are looking to implement this summer.

70/23 Hestercombe LCN – update

Cllr Haskins and Cllr Cavill were appointed Chair and Vice Chair respectively at the first LCN meeting on the 28th June. Assistant Clerk (Community), shared the minutes from the minutes on the screen and the plan is to meet again in 2 to 3 months. Clerk to share the minutes of the meeting with all Councillors.

It was noted that only three Parish Councils would be interested in shared maintenance of open space arrangement, those being CSM Parish Council, WM Parish Council and North Petherton Town Council.

Public Question Time

A member of the public had sent Assistant Clerk (Community) photographs of dropped kerbs in Glebelands that were broken into pieces in various places, these photographs were shared at the meeting. The kerbs present a health and safety risk as children have been falling off their bikes whilst cycling on the kerbs. Cllr Tully shared that Hob Close had the same issue.

Clerk to report to Persimmon and request repair of the kerbs.

Cllr Besley reported that there has been fly tipping in Langeller Lane, residents have reported the fly tipping to Somerset Council but no collection has taken place.

Clerk to chase the collection of the waste with Somerset Council.

Cllr Haskins reported that a 'Gully Sucker' had arrived in West Monkton Village to clean seven gullies between Sidbrook Crossroads to Goosenford. Although most of the gullies were cleared their jetting hose was not long enough to completely clear the gullies.

Cllr Elliston reported that he had visited the Priorswood Recycling Centre and officers indicated that the centre is planning to stop taking hardcore from September. Cllr Elliston raised his concern that this may cause an increase in fly tipping in the area.

71/23 Planning

a) To consider any planning applications (listed on the Somerset Council website)

48/23/0023/A: Display of 2 No. internally illuminated fascia signs, 1 No. internally illuminated entrance sign, 1 No. internally illuminated 5m high totem sign and 2 No. non-illuminated directional signs at Howards Hyundai, Bridgwater Road, Bathpool, Taunton.

The Parish Council supports the granting of permission but makes the following comments in respect of the proposal.

- The height of the totem sign should be reduced in height and it must be top shaded, downlit and preferably not illuminated.

48/23/0025 Erection of a two storey extension to the side and rear with conversion of loft into ancillary accommodation and installation of box dormer to the rear of 105 Bridgwater Road, Bathpool.

The Parish Council supports the granting of permission subject to the following:

- To comply with the WM & CF Neighbourhood Plan policies, measures for rainwater capture should be included and any lighting should be downlit and LED.
- The proposal should incorporate bat and bird boxes and bee bricks.

14/23/0017: Application for Approval of Reserved Matters following Outline Approval 14/21/0024 for the erection of up to 28 No. dwellings with associated works, appearance, landscaping, layout and scale on land to the west of Derham Close, Creech St Michael (Amended plans submitted).

The Parish Council has no additional comments to make in respect of the application.

b) To note that Planning decisions made are available on SW+T Council website filed under the application number 48/22/0007: Erection of implement shed and workshop on land near Hyde Farm, Hyde Lane, Bathpool – Refused.

72/23 MH1 Update: POS / Sports Pitch Transfer update

It was reported that the Section 106 deed of variation and transfer deed in respect of sports pitches is making its way round Persimmon and Redrow. The documents requiring signature are expected to be received by the Parish Councils solicitor on Thursday/Friday this week.

A further catch up is scheduled with Persimmon and Somerset Council on 21st July at 2pm. Details of the public meeting of members of Management Company to be worked up / agreed with Persimmon. The meeting is likely to take place in September.

73/23 MH2 Update:

Cllr Cavill fed back on a discussion that CSM Parish Council had on MH2 infrastructure / adoption / ongoing maintenance, Cllr Cavill advised that the Parish Council should start addressing the practicalities of these issues and how it is going to work, how revenue will be split and issues such as maintenance of equipment and other issues that may arise. A discussion took place around whether a boundary review should be considered. Cllr Cavill shared that he was not aware of any other councils that had a shared development. Clerk to liaise with CSM Parish Council about organising a meeting with the Clerk and Chair.

74/23 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

Mr Perry reported that it has been very dry with only 40mm of rainfall in the whole of June. In July so far, there has been 40mm of rainfall already. There have been no reported river problems. The Environment Agency have confirmed that the reservoirs are 98% full. In respect of the wider catchment flows of water and the impact on Bathpool, FWAG have walked the area and have a better understanding of the issue and are now looking at a plan to approach land/farm owners and will be in touch shortly.

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

Footpaths

Cllr Gage reported that repairs to the wall on footpath ROW T32/20 have taken place and the path is now open. The signs indicating the closure now need to be removed.

BACH

Cllr Gage reported that chairs have been cleaned and have come up very well.

Cllr Haskins reported that he has recently cut the grass outside the front of the BACH and Assistant Clerk (Community) shared the Community Services Team will be coming on 6th August 2023 to cut back the brambles, mow and trim. Cllr Haskins to ensure that there are some dumping bags available for this date.

Highways;

Cllr Elliston shared that some blue marks have appeared on roads around the Parish. It was confirmed that these were for some upcoming water works.

Safe Routes to School;

Assistant Clerk (Community) shared a proposal in respect of extending double yellow lines on Acacia Gardens. The Parish Council agreed to support the proposal as it will ensure safer routes to school.

Cllr Tully reported that the railway bridge path in Bathpool is overgrown with weeds. Clerk to report to Highways at Somerset Council. Cllr Tully also reported that brambles near New Mill Public House are overgrown and obstructing the pavement. Clerk to report to Highways at Somerset Council.

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

Cllr Hope suggested that the completion of the school pitches between Bridgwater Road and School Road needs addressing. Clerk to speak to Heathfield School in September about the area.

Transportation;

Cllr Elliston reported that the number 12 bus is going to be running until at least August 2024. Cllrs Gage, Haskins and Elliston are planning a walk around the parish next week on Tuesday, meeting at the BACH at 6pm to look at pathways and bus timetables.

Cllr Tully suggested that a bus shelter would be useful outside the Chapel in Bathpool. Clerk to make enquiries and liaise with Cllr Tully.

Cllr Tully also requested that statistics of usage of the number 12 bus service is made available. Clerk to request the information from Somerset Council.

Country Park;

Assistant Clerk (Community) reported that she had met with Mike Batsch to gather information and gain assistance in completing the Armed Covenant Fund grant application form for funding for signs and benches at the Country Park.

Cllr Ellison reported that during a meeting with West Monkton Primary School, it was mentioned that they might like to use the Forest School at the Country Park and Cllr Hall may want to get in touch with the school in September.

Allotments

Cllr Haskins and Cllr Cavil to organise the alteration to the two taps at the Allotments in the next week so that it is completed before the end of the month.

c) Communications Report

Parish Council Website

- Regular updates to Highways (including road closures), Planning, Finance and Parish Council carried out.

Parish Council Facebook Page:

- Page likes / followers now at 1104
- 16.5K post reach
- 3.7k post engagements
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 330
- 22 new articles added in June
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 2.6k post reach
- 859 post engagements
- Business directory has details of 20 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 903
- 2.4k post reach
- 556 post engagements

Community Garden Facebook Page:

- Page likes/followers 116
- 2K post reach
- 152 post engagements

Village News Contribution

- Developed by the Clerk's

Noticeboard Updates

- Updated noticeboards

d) GDPR

Clerk has attended two of three training sessions on GDPR so far. Policies and procedures will need reviewing to reflect the latest advice and best practice shared at the training sessions. Clerk will be working on this over the next few months.

Representatives on outside bodies/Response to Consultations:

e) West Monkton Village Hall Management Committee

Cllr Tully reported that the beams in the roof required alteration at the Village Hall. This work has been completed. The Village Hall will now be looking at installing panels on the roof but new quotes will need to be obtained.

Cllr Tully also reported that the outside area is being tidied at present.

f) The Spital Trust

Cllr Ellis in her absence reported that the Spital Trust Tea Party is planned for 16th August.

g) Any events at which WMPC was represented

No other events

h) Consultations responses to be developed / approved for submission

No consultations

i) Award Nominations

NALC Star Awards discussed. It was agreed to discuss the Awards further at the next Parish Council meeting.

75/23 Finance

a) Quotations and Updates:

- CIL Project: Monkton Inn Play Equipment
Legal issue causing a hold up because the proposal is that the PC will keep ownership of the play equipment after it is installed. If the PC were to gift the equipment the issue would be overcome. The Parish Council were not keen to support the gifting of the equipment due to the cost of the equipment and that only a few children live in West Monkton Village.
- Refurb of St Quintins play area agreed and scheduled to be done by DLO this financial year. Progress update requested.
- Insulate roof at Village Hall, under discussion, waiting for further info and description of grant chasing efforts from Village Hall Management committee. Info sent , with link to site, to VH committee from Rural Grants Directory section on Village Halls..
- Environmental
Quote for Farriers Green ramp by DLO accepted, but M Davies no longer in role at SWT so may be a delay. Progress update requested.

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	£15.83
Nationwide	£91.09
PSDF	£304.56
Unity Trust Bank	£209.36

Payments

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
To authorise payment of:						
A Pritchard litter picking	xx.xx	No vat	xx.xx	d-d	Salaries and expenses	Pension (employee contribution)
Employee pension contributions	150.53	No vat	150.53	d-d	Salaries and expenses	Pension
Employer contributions	112.90	No vat	112.90	d-d	Salaries and expenses	Pension
A Shepherd Clerks salary SCP33	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Salaries
K Welsh assistant clerk-community salary SCP 28 9 (including 19 hours overtime)	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Salaries
HMRC Tax and NI Contributions	1334.07	No vat	1334.07	bacs	Salaries and expenses	Salaries
A Shepherd homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Expenses
K Welsh homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Expenses
S Rolls Lengthsman services	415.13	No vat	415.13	bacs	Environmental and Open Spaces	Lengthsman
Business all about you Climate Initiative PR WMPC 30	125.00	No vat	125.00	bacs	Environmental and Open Spaces	Environment / Community
QSSIT regular maintenance / monthly sub	25.40	5.08	30.48	bacs	IT and Communications	IT and Communications
Expenses claim A Shepherd (Travel)	51.00	No vat	51.00	Bacs	Salary and expenses	Expenses
Expenses claim A Shepherd (Key cutting and postage)	41.25	No vat	41.25	Bacs	General Administration	Sundry Admin
Expenses claim A Shepherd (Cleaning Supplies)	11.99	No vat	11.99	Bacs	BACH	Cleaning Supplies
Expenses claim A Shepherd (Community Café sundries)	3.10	No vat	3.10	Bacs	BACH	Community Events / Initiatives
Expenses claim K Welsh (Travel)	117.00	No vat	117.00	Bacs	Salary and expenses	Expenses
Expenses claim S Haskins (Allotment tap fittings, cement for country park, fuel for generators)	98.11	9.78	107.89		Environmental and Open Spaces	Environment / Community
Expenses claim A Hall (Stationery and Sundry Admin)	72.54	No vat	72.54	Bacs	General Administration	Sundry Admin
Expense claim A Shepherd (Bin lids and fixings reimbursement)	128.75	No vat	128.75	Bacs	Environmental and Open Spaces	Environment / Community
Viking Payments (Stationery and printer for Clerk)	167.64	33.53	201.17	Bacs	General Administration	Sundry Admin
To note payment of:						
Direct Debit						
Invoice Tailored Auto Enrolment 10129 29/6/2023 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Pension
Invoice SWS 112660 2/7/2023 maintain gsuite	84.00	16.80	100.80	DD PAID	IT and Communications	IT and Communications

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Invoice SWS 112580 web-lite hosting (MM) and standard mailbox 20/6/2023	30.00	6.00	36.00	DD PAID	IT and Communications	IT and Communications
Invoice SWS 112503 Improved protection for www.westmonkton.net last year and this year	580.00	116.00	696.00	DD Paid	IT and Communications	IT and Communications
By BACS						
Mr and Mrs Chapman (Bin lid fixings)	11.85	No vat	11.85	Bacs	Environmental and Open Spaces	Environmental / Community
Audio Visual Direct (PA System)	1040.00	208.00	1248.00	Bacs	Community Infrastructure Levy	CIL Expenditure

Any other invoices received before the next meeting will be added. Payments by bacs wherever possible.

Resolution: to authorise payments and note payments made during the month described above:

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

Transfer between accounts

None

c) Budgeting report

The budgeting report was shared in advance of the meeting. Audit Working Party meeting scheduled to take place on 21st July when the position at the end of Quarter 1 will be considered in detail. Clerk to resend the budgeting report to Councillors.

76/23 Other matters for report only – items for discussion - no decision

a) Items for next meeting agenda - by Monday 17th July 2023 or Monday 31st July 2023.

Noted

Cllr Cavill suggested that consideration be given to placing a road sign at the exit of the ROW in Goosenford to warn drivers. Clerk to investigate.

b) Dates to note over the next 14 days

Garden Town Delivery Board meeting 14th July at 1pm (Cllr Haskins and Clerk attending).

Community Fridge 1st Birthday 14th July at 6pm

Airband Online Meeting Monday 17th July at 7pm

Agenda run through Tuesday 18th July at 9.30am

MH2 Teams Meeting Friday 21st July at 9am

Audit Working Party Meeting Friday 21st July at 10.30am (time changed from 9.30am due to MH2 teams meeting at 9am)

MH1 Catch Up Friday 21st July at 2pm

PC Meeting 25th July at 7pm

77/23 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month (Business focused meeting)

2023: 8th Aug, 12th Sep, 10th Oct, 14th Nov, 12th Dec

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

2023: 25th Jul, 26th Sep, 24th Oct, 28th Nov.

Audit Working Party: 21st July 2023 at 9.30am (Virtual)

Annual Parish Meeting: TBC March 2024 at 7pm

BACH committee – 19th September 2023 at 7pm

Budget and Precept TBC November 2023

Cllr Gage asked if a calendar of meetings could be created for all the meeting that was accessible to all. Clerk to investigate.

There being no further business to discussed, the meeting ended at 9.22pm



Signed Chairman:

Date: 25th July 2023