



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 12th November 2019 at 7.00pm in the BACH (Brittons Ash Community Hall), Bathpool.

Present: Cllrs Besley, Cavill, Ellis, Hall, Haskins, Hope, Gage 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, Mr T Tutill, NP Delivery Group Chairman, Cllr David Fothergill, County Councillor, Cllr Andy Pritchard, District Councillor, Paul Elliston, Bathpool Pioneer and approximately 11 members of the public.

162/19 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Kelly, Chair reported that Cllr Kelly has resigned as a Parish Councillor. As such a vacancy was declared.

163/19 Declarations of Interest, Dispensation Requests, amendments to the Register of Disclosable Pecuniary Interest

a) Declarations of Interest: No change.

b) Dispensation Requests: None

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

164/19 To adopt the minutes of the last meetings

The minutes from the previous meeting of the Parish Council on 8th October 2019, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 8th October 2019, proposed by Cllr Hope, seconded by Cllr Hall, and all agreed by show of hands.

165/19 To note Clerk's report and Assistant Clerk's report

Assistant Clerk's report:

- Actioning decisions made by Council.
- Contacted SCC regarding filling of grit bins and delivery of dumpy bag to Monkton Inn, including google map for reference.
- Attended meetings with Persimmon, Creech St Michael PC, Cheddon Fitzpaine PC, Parish Surgery, Liaison meeting with SWTC, meeting with Taunton solicitors
- License to occupy Maidenbrook Country Park signed and returned to Taunton Solicitors, waiting on SWT to complete.
- Research EV charging points in Parish - ongoing.
- New laptop visit to QSS IT, old laptop passed onto Booking Officer.
- Requests for the Lengthsman to re-make the banks at Dyers Brook and complete the fence were passed on to him.
- Research 'Precautionary Principle' and advise Councillors.
- Receive and process over 400 responses to NP Questionnaire.

Clerk's report:

- Actions from previous meetings and other issues raised during the month:

- o Parish Online Tool – signed up for trial and have been getting used to the tool.
 - o Initial and further letter sent to householder in Mead Way regarding overgrown hedge.
 - o Letter sent to homeowners bordering the River Tone reminding them of their Riparian Rights and Duties.
 - o Investigated replacement bollards for Dyers Lane, information sent to Parish Lengthsman.
 - o Followed up SW+T regarding St Quintins Play Park, site meeting took place on 25th October 2019.
 - o Arrangements for a meeting between SCC Highways, Persimmon and WM and CSM Parish Councils, now scheduled to take place on 27th November at 3pm.
 - o MH1 legal advice enquiries and meeting with Bruce Leyland, Taunton Solicitors.
- BACH:
 - o Work to install PA system and overhead projector complete – using remaining S106 money.
 - o Quotes for PAT Testing and Office Ventilation.
 - o Managing bookings in Maggie's absence.
 - o Next Committee Meeting – Thursday 23rd January 2020 at 7pm.
- Other events attended during October:
 - o 1st October - Planning Committee meeting
 - o 3rd October – BACH Committee meeting
 - o 8th October – Meeting with Persimmon re MH1 ownership / management
 - o 10th October - Parish Surgery
 - o 11th October – MH1 Tree Survey with Persimmon and Edenvale – plan of trees that need replacing through MH1 developed and shared.
 - o 17th October – SALC West Area Meeting
 - o 18th October – Audit Working Party Meeting
- Dates this month:
 - o 4th November 2019 – Meeting with Bruce Leyland at Taunton Solicitors re MH1 Open Spaces.
 - o 5th November 2019 – Liaison Meeting with A Penna
 - o 5th November 2019 – Planning Committee Meeting
 - o 7th November 2019 – Joint Parish Council Panel Meeting
 - o 14th November 2019 – Parish Surgery (with Persimmon in attendance)
 - o 27th November 2019 – Meeting with Persimmon / SCC Highways
 - o 28th November 2019 – Budget and Precept Working Group Meeting
- Communications work as per the Communication Report.

166/19 Feedback from the September Parish Surgery

Clerk reported that attendance at the September Parish Surgery was relatively low, three queries were raised by members of the public; clarification on the tidying up and finishing programme of works, information about the Bawler Road closure due to the Hartnells roundabout construction and highlighting cracked kerbstones in Leaches Mead needing replacement.

The next Parish Surgery is on 14th November 2019 at 8.30am when Persimmon will be in attendance.

167/19 SCC report from Cllr D Fothergill

School Places: Applications for secondary / upper school places closed on 31st October and the team are now beginning the task of placing students in our senior schools. For those applying for their first school place, the deadlines for applications is 15th January – further details can be found at

<https://www.somerset.gov.uk/education-and-families/apply-to-start-school>

Mental Health First Aid Course: A two-day free Mental Health First Aid Course is being held on Wednesday 29th November and 6th December and helps attendees to spot the signs of Mental Health and to provide assistance on a First Aid Basis. Further details are available from Sophie Chivers in Public Health

SChivers@somerset.gov.uk

Dillington House: Dillington's Winter Wonderland is back by popular demand for its third year, running from 30th November to 1st December with Christmas stalls and a skate rink. Other festive packages available at Dillington can be found at <https://www.dillington.com/page/christmas/22/>

Learning Disabilities – Independent Living: As part of the promoting independence strategy SCC are currently focusing on those with a learning disability. So far this year the County Council have moved, with individuals express agreement, 42 people with learning disabilities from residential care to supported living accommodation. This has resulted in a tremendous improvement in their quality of life.

Stepping Stones – Independent Living: Around 150 young people in Somerset leave care every year, and as part of National Care Leavers' Week, SCC are highlighting the urgent need for more Stepping Stone carers to help them on their journey to independent living. Stepping Stone carers welcome young people (usually leaving foster care) into their home and support them with managing bills, cooking, shopping, gaining employment opportunities and accessing further education. Stepping Stones carers receive a weekly fee plus extra for food and utilities. More information on how to support young Somerset care leavers, is available on 0800 5879900 or by visiting www.fosteringinsomerset.org.uk

Climate Emergency Strategy Framework: A lot of work has been going on behind the scenes since SCC committed to being Carbon Neutral by 2030 and agreed to work together with all district councils in Somerset on a strategy to do so. Countrywide drop-ins and online community consultations on the emerging Climate Emergency Strategy Framework are being held throughout November and December.

The Somerset Climate Action Network (SCAN) on behalf of all five Somerset councils is running the drop-in events between 10am and 4pm:

Saturday 16th November – Taunton Library

Saturday 23rd November – Shape Mendip, Shepton Mallet

Saturday 30th November – The Gateway, Yeovil

Saturday 7th December – Bridgwater House, Bridgwater

Somerset Rivers Authority: This month the Somerset Rivers Authority, which is chaired by SCC, published its annual report. In 2018-19, just over £3.8m was spent on actions designed to protect both people and property across Somerset. Because there is no simple solution to Somerset's flooding challenges, and everyone in the country is affected in one way or another, the SRA invests in a wide range of actions to reduce flood risks and increase resilience when floods do occur. All works are additional to those carried out by other Flood Risk Management Authorities in Somerset.

Dementia Support Groups: SCC is looking to invest more than half a million pounds to kick-start and extend projects and groups that run day-time activities for people with dementia and provide respite for their unpaid carers. Now two new projects are coming on stream. The Magdalen Environmental Trust, near Chard, is offering once a week session for adults with dementia and their carers on its organic farm. The dementia café based in Wincanton will provide activities, memory stimulation, socialisation, music therapy and respite. Other schemes already supported include: Reminiscence Learning in Wellington; Dementia and Arts Programme run by the Creative Innovation Centre (CIC) in Taunton; The Active Social Minds project in Wells and the Filo project across the County.

Unauthorised Highway Work: Two utility firms have received substantial fines following successful prosecutions by SCC. BT and Royal Mail both pleaded guilty to several offences relating to unauthorised roadworks. BT were fined a total of £23,000 for offences in Curry Mallet, Bradford On Tone and Bishops Lydeard. Royal Mail were fined £22,000 for offences in Lopen and Tatworth. In addition, both Companies were ordered to pay the County Councils costs.

National Recognition Award: SCC's Locality Manager Chris Denovan has been selected as a finalist for the Lifetime Achievement category in the annual Social Worker of the Year Awards in recognition of her contribution to the profession over four decades. The winner of each category will compete against each other to be named "Overall Social Worker of the Year 2019". Chris has been at the forefront of Somerset's innovative Community Connect approach, with a passion for helping people remain independent and live the lives they want to live. She and her team also featured in the recent Panorama care documentaries broadcast earlier this year.

A member of the public requested an update in respect of the consultation that is required regarding traffic calming on the A3259 and on the construction of the Western Relief Road (WRR).

Cllr Fothergill confirmed that the consultation was a requirement of the developers. A discussion followed about the list of consultees which will be consulted with as part of the consultation. It was noted that the list of consultees had to be agreed with SCC in advance of the consultation. It was agreed that there was a need to

ensure that the right consultees are included on the list. It was agreed that the Parish Council would write to Alyn Jones at SCC to ask if they had seen a draft list of consultees that could be shared with the Parish Council. Cllr Besley to draft a letter for the Clerk to send.

Cllr Cavill confirmed that the funding gap in respect of the WRR had been taken care of and the expectation is that work will start on the WRR when the Hartnells roundabout construction work is complete.

168/19 SW+T Council reports from Cllr Pritchard, Cllr Tully and Cllr Cavill

Cllr Pritchard reported that most of the SW+T meetings have been moved due to the General Election and purdah period but did report that three of the four Director posts at SW+T Council have now been filled following a good recruitment process. The Directors will help to drive the Councils Strategy forward.

Cllr Tully reported that a skating rink will be available for 1 month at Castle Green.

Cllr Cavill reported the settlement on the Business Rate Review has been deferred for a year and New Homes Bonus receipts will be down by approximately £600k in the next year. This puts a strain on SW+T Council finances and as such it is likely that Council Tax will be increased by at least 1.99% next year to enable a balanced budget.

169/19 Country Park

Cllr Hall provided an update in relation to the Country Park

The new mower was used successfully to cut the grass at the Country Park and the Dedication Area has been tidied with the help of SW+T Council.

The final documents in relation to the licence to occupy are awaited

The pre-planning application report has been delayed by approximately 3 weeks but was just received approximately one hour before the Parish Council meeting. This will be circulated shortly. A meeting did take place before receipt of the report with the Planning Officer to go through the observations in the report. A meeting now needs to take place with the Landscape Architect Officer at SW+T Council to clarify some points made in the report in advance of the meeting with the SW+T Chief Executive on 18th November when ownership of the Country Park will be discussed.

A meeting has also taken place regarding the Somerset Wood, further tree planting has been held up due to bat mitigation considerations, the suggestion has been put forward that tree planting for the Somerset Wood could start in the Country Park to keep up momentum and to take advantage of the offers of help from volunteers. The licence to occupy will need to be re-visited to enable this to happen.

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 raised concern regarding the stream along Blundells Lane becoming blocked with sticks and leaves. It was noted that the culvert may also be blocked.

Assistant Clerk to ask Parish Lengthsman to clear any debris from the stream.

Clerk to report the potentially blocked culvert to SCC.

Assistant Clerk
Clerk

A member of the public requested an update in relation to the Parish Signage. Clerk confirmed that the required licence had now been received from SCC.

NFA

Jo Pearson, Cheddon Fitzpaine PC Clerk confirmed that she was collecting entries from schools for the Country Park Logo Competition.

NFA

Cllr Ellis raised on behalf of a member of the public, concern expressed about the lack of buses through Monkton Heathfield and West Monkton and asked if the bus number 2A could be re-routed. Assistant Clerk to raise query with John Perrett at SCC.

Assistant Clerk

Cllr Fothergill suggested that the member of the public use the Nippy / Slinky Bus. Cllr Ellis confirmed that the member of the public had registered for the service but was then declined it when they requested it. Cllr Fothergill asked Cllr Ellis to send the details for him to follow up.

Cllr Fothergill and Cllr
Ellis.

The meeting was resumed.

170/19 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 5th November 2019, (listed on SWT website); and to consider any others to date

The recommendations from the Planning Committee meeting on 1st October in relation to the following planning applications were adopted, proposed by Cllr Besley, seconded by Cllr Hall and all agreed by show of hands. Cllr Tully abstained from the vote.

48/19/0048 has been withdrawn

48/19/0054 Notification to carry out management works to one poplar, one beech and one Holm Oak tree within West Monkton Conservation Area at Marlows, The Street, West Monkton. Please note this is notification only.

48/19/0055 Display of 4 No. internally illuminated digital freestanding signs and 1 No. internally illuminated digital booth sign at McDonald's Restaurant, Heron Gate, Taunton. Parish Council: No comment.

48/19/0057 Application for variation of Condition 10 of planning permission granted in 2004. Brief history behind the application was given. Parish Council: No comment.

Two further planning applications were considered by the Parish Council, received since the Planning Committee meeting.

48/19/0058 Erection of single storey extensions to the side and rear of Pippins, Sidbrook, West Monkton - Parish Council: Support the granting of permission.

48/19/0060 Conversion and extension to garage to form ancillary accommodation at Tawarri, 14 Greenway, Monkton Heathfield – Parish Council: No comment.

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

Noted.

171/19 MH Development

a) Dyers pond project (a CIL project): update.

Assistant Clerk reported that the Parish Lengthsman has reinstated the root lock bags and extended the fence to the hedge. No further work is required.

b) MH1: Sports pitches, Tree Survey, Open Spaces Transfer / Management including feedback from meeting with Taunton Solicitors: Update.

Cllr Hall summarised the investigations that had taken place regarding the sports pitches. The rugby club has expressed a keen interest for more pitches and the Cricket Club have also indicated a need for more pitches. The demand in the Parish seems to be for rugby / cricket pitches as opposed to football pitches. It was noted that a S106 deed of variation would be required to enable the Parish Council to deliver the sports pitches and for the pitches to be for other sports than football.

Soil samples have been taken and pile samples will be undertaken by the Rugby Club.

A Business Plan will be developed regarding the proposal.

Clerk confirmed that the Tree Survey was carried out and a plan indicating the trees to be replaced has been passed to Persimmon.

Clerk referred to the legal advice received from Bruce Leyland at Taunton Solicitors. It was agreed that a meeting of the MH1 Working Group would be established to consider the advice received.

It was agreed that the Parish Council would continue its dialogue with Persimmon, proposed by Cllr Gage, seconded by Cllr Hope and all agreed by a show of hands.

Clerk to request an estimate of legal costs from Taunton Solicitors.

c) Hartnells Farm Development

Cllr Cavill confirmed that the development is progressing at the right pace. The northern part of the roundabout is expected to be in place by Christmas to enable occupancy of the first houses that have been completed. Dust problems have been reported by neighbouring residents during construction works, Persimmon have been responding to the issues identified.

d) Retail Units

Clerk provided an update in respect of the retail units and confirmed Andrew Penna's (SWT) advice that enforcement action could not be taken to require Redrow to build the retail units. It was agreed that the Clerk would request marketing evidence of the retail units / land from Persimmon and Redrow.

e) MH2

Chair confirmed that a meeting of the Joint Parish Panel took place on 7th November but due to the purdah period, Andrew Penna was not able to share much information or any plans about MH2 or the proposed development of the former development land at Hyde Lane. It is expected that information will be available to share in January.

Clerk drew attention to the meeting scheduled with CSM PC, SCC Highways and Persimmon on 27th November and requested any agenda items to be forwarded to her to enable an agenda for the meeting to be developed.

172/19 Environmental

a) CIL projects: Dyers Cycle Lane

Clerk confirmed information about some possible replacement bollards has been passed to the Parish Lengthsman to investigate.

b) Parish signage

Clerk confirmed that the required licence has now been received from SCC for signature by the Chair and Vice Chair.

An order for the signs will now be placed.

c) Access to Heathfield School Tennis Courts

Clerk confirmed that information regarding the availability of the tennis courts and the cost of hiring them has been received from Heathfield School. It was agreed to add this information to the website and facebook page to establish the communities' interest in using the Tennis Courts.

d) Charging Points Grant Application

Report from Assistant Clerk:

Options/existing information

- Slow charger – full charge in 3 hours or fast charger 80% charge in 20-30 minutes
- Free provision of electricity i.e. subsidized by Parish Council or 'pay as you go' by means of a phone app
- WM Primary supportive of installation but need permission from Diocese (landowners of site)
- Tacchi- Morris supportive but no site, have referred idea to Heathfield, no further contact
- No follow up at Aldi
- Two qualified electrical contractors have visited site to provide quotes, information about site and photos sent to the ZCW installer.

Further to my emailed report of Tuesday October 15th.

1. I have not heard anything from WM Primary School regarding permission from the Diocese to install the charging points on the site identified and agreed with T Robb (Business Manager at the school), which was beside the air source heat pump unit. I have asked Tim Robb to press for a response from the Diocese.

2. In response to my email to SWTC informing Amy Tregellas that WMPC would not make the deadline for a grant application, I have received emails from Cllr P Pilkington offering encouraging advice. Other Parish Councils have similar issues and concerns to those of WMPC. The advice offered is as follows:

- a) A 7kw Charge point would draw 7kw per hour so the cost would be 7x your price per kWh . Example 7x say 20p per kWh = £1.40 so even if it was in continual use for 10hrs a day (highly unlikely) that would be £14
- b) It is possible with the zero-carbon free charge point to ask for donations
- c) other parishes have gone with a charge point company and they have installed a system to pay via an app <https://pod-point.com/>

With ref to point a) consideration of cost to Parish Council if charger was subsidized by PC could be discussed at budget meeting

With ref to point b) would prefer to regularise payment rather than depending on social conscience of users

With ref to point c) I have registered the Parish Council's interest with pod-point but haven't received a response.

3. With ref to earlier enquiries I have not received any information from BP Polar network, nor have I received anything further from SOL Electrical, the installers used by Zero Carbon World.

Update from contractors

4. Update from ASM electricals: he has visited the site and got the measurements necessary (T Robb failed to leave boiler room unlocked for his earlier visit) and he has sourced a 7000watt dual charger. However, this is not a fast charger, so he is awaiting the charge for a three-phase fast charger.

5. Forest Electricals have gone a bit further and offer a quote to supply and install a two-way Rolec Autocharge which has a customer charging capability (PAYG), it's a fast charger. The quote is for £6091.43, including vat, but there could be a reduction of £1000.00 from EVHS grant. They offer after sales support and annual maintenance report for £720 +vat.

6. If the PAYG option is chosen, the school would be invoiced for electricity used by the charger unit, but funds would be collected by the charging facility to offset the cost of the electricity. Need to know cost per unit from electricity supplier to fix appropriate charge for PAYG. Need to know if school/Oak partnership is prepared to engage in the process.

Suggestions

7. In view of the difficulties with the installation of publicly accessible EV charging points, stop the current research and wait until the POS is handed over to the Parish Council, then re-open the research as the Council will have owned land to consider.

8. Consider the introduction of a Climate Policy to launch with the Budget for the year ahead to include £x000.00 available for grant funding to install ev charging points in domestic dwellings in the Parish – sum to be agreed with proviso that when it's gone it's gone for this year. (Parish Council appointed contractor does the installation and sends invoice to Parish Council).

It was agreed to stop the current research into charging points for now. It was also agreed to consider grant funding as part of the budget considerations for next year.

e) 5G

Assistant Clerk confirmed the discussion that took place at the Planning Committee on 5th November and the recommended resolution put forward for consideration by the Parish Council:

Although West Monkton Parish Council is not in a position to ban or allow 5G to go ahead in the Parish, it does not stop the Parish Council exercising caution in its endorsement of 5G until more evidence becomes available. Under the Precautionary Principle, the burden of proof rests with the telecoms industry to prove that 5G is not harmful to humans, animals and plants.

West Monkton Parish Council has a social responsibility to protect the public and environment from exposure to harm from 5G wireless radiation. Until there is consensus amongst independent scientific advisory groups that

5G radiation does not pose threat of harm to humans, animals and plants, WMPC invokes the Precautionary Principle and does not endorse the rollout of 5G in the Parish.

This resolution was proposed by Cllr Tully, seconded by Cllr Hall and all agreed by a show of hands.

173/19 Reports, including recent developments, matters to consider and decisions to be made:

a) WMPC Chairman – Cllr Haskins

Chair confirmed that the Remembrance Service on Sunday was attended by Cllrs Hall, Ellis and Cavill and the Assistant Clerk.

b) Bathpool Flood Warden – Mr Kevin Perry

The rivers are at higher levels; responding quickly to rain levels but there have been no alarms so far. October was a very wet month.

The Environment Agency have offered to take a group out onto the levels to show how they manage water levels. Mr Perry to send the possible dates to the Clerk when they are received for circulation. Mr Perry also provided a summary of the Somerset Prepared Day that he attended on 24th October.

Mr Perry / Clerk

c) NP Delivery Group Chairman – Mr K Tutill

Around 400 responses have been received to the questionnaire, the responses are being input by Assistant Clerk and Cheddon Fitzpaine PC Clerk at present to enable a full analysis by the end of November but the following headlines are coming from the responses that have already been input:

- 85% of participants used the public open space, the main sites include Farriers Green, Waterleaze and Hankridge.
- Requests for more shelters and seating and more provision for young people, allotments, charging points and water butts in all new houses.
- More trees also received support to help with bat mitigation and the environment.
- There is limited support so far for additional footpath pitches to be provided.

In terms of next steps, the analysis will be completed, and a meeting will be scheduled to take place with Ann Rhodes before Christmas or early in the new year to identify the required steps to complete the NP Review. The expectation is that the review will be completed by the middle of 2020.

d) Councillors with roles of responsibility

Footpaths: Cllr Gage

Two damaged styles have been reported to SCC who have indicated that no action is required. Cllr Hall reported that SW+T Council have indicated their support to a footpath being added from Hestercombe to the Country Park.

BACH: Cllr Gage

Two quotes to install a ventilation fan in the BACH Office have been obtained. It was proposed by Cllr Cavill, seconded by Cllr Hall and all agreed by show of hands to accept the cheaper quote.

Allotments: Cllr Haskins (Clerk)

Clerk confirmed that the allotment renewals will be sent out next week. One allotment holder has indicated that they do not want their allotment at the end of this year, the allotment will therefore be offered to the next person on the waiting list.

Highways: Cllr Besley

Nothing to report

Flooding: Cllrs Cavill and Hall

Nothing to report

Safe Routes to School

Cllr Tully reported the suggestion that he had received from students crossing at Tudor Park that a footpath be added to the other side of the road from the traffic lights to Tudor Park. Clerk to put forward suggestion to SCC Highways.

Clerk

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

Cllr Hope confirmed that a spreadsheet of all the areas that need to be completed on MH1 has been developed. This is being updated and will be shared at Parish Surgery on Thursday.

Rob Finch from Persimmon is currently off sick and progress on many areas seems to have stalled.

New benches being installed by Dyers Brook have very pale coloured wood slats – Cllr Hope to raise with Persimmon at Parish Surgery on Thursday.

Cllr Cavill reported that a car had driven through the Cricket Club low lying fence and had caused damage to the pitch. It was agreed that a £100 contribution towards the cost of the repairs would be offered to the Cricket Club, proposed by Cllr Hall, seconded by Cllr Tully and all agreed by show of hands.

Community Liaison/Transportation: Cllr Kelly

In Cllr Kelly's absence, there was nothing to report. A new date for the Christmas Community Get Together was discussed and agreed as Wednesday 4th December from 5.30pm until 7.30pm.

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.

f) GDPR

Nothing to report

Representatives on outside bodies/Response to Consultations

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

The Village Hall is experiencing some issues with young people on bicycles.

h) The Spital Trust: Cllr Ellis to report

A special meeting is being called next week regarding correspondence received from British Gas regarding payment of bills following the installation of the new gas main. Update to follow at the next meeting.

i) Any other events at which WMPC was represented

None

j) Consultations submitted

None, it was noted that the decision in respect of the Devon and Somerset Fire and Rescue Consultation has been delayed due to purdah.

174/19 Assets

a) Review and adoption of Asset register

Asset Register is up to date, and now cross references to insurance documents. It was resolved to adopt the updated and revised Asset Registers (pictorial and list), proposed by Cllr Cavill, seconded by Cllr Ellis and all agreed by show of hands.

175/19 Annual review of policies

Assistant Clerk outlined the annual review of policies that had taken place. It was agreed to adopt the policies. Proposed by Cllr Tully, seconded by Cllr Besley and all agreed by show of hands.

A brief overview and demonstration of the Parish Online Tool was provided by the Clerk.

176/19 Finance

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a) Quotes

No quotes to consider.

b) Receipts and payments (item b above)

Information relating to named, or otherwise identifiable, individuals is confidential and has been redacted in documents placed in the public domain

Receipts

Interest Lloyds	£0.50
Nationwide	£to follow
Reimburse heat meter at BACH	£729.16
Reimburse PA system/projector at BACH	£3905.89 (in Nov)
VAT reclaim second quarter	£16911.01
CIL April to November 2019	£49498.54

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 8 £00.00 (-£172.75)

Homeworkers allowance Clerk £16.00 to be paid by bacs

Homeworkers allowance Assistant Clerk £16.00 to be paid by bacs

Lengthsmans services £547.77 to be paid by bacs

BHIB Addition of risk to policy £97.26 to be paid by bacs (Ins)

A Hall reimburse mileage and expenses £49.99 to be paid by bacs (CP) (to be confirmed)

Mowgate hedge cutting £84.00 to be paid by bacs (CP)

Grant application from IWA (consumables) £250.00 to be paid by bacs

Village News extra copies (2 editions) £27.60 to be paid by bacs

QSS IT solutions new laptop etc £1124.80 to be paid by bacs

Any other invoices received before 12Nov £ to follow, to be paid by bacs wherever possible

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

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

Payments made since last meeting of WMPC

1. To note: Payments made using debit card

Nil

2. To note payments by bacs/transfer:

Remaining 50% of Audio-Visual Direct account, £2838.24, for PA Sound System Projector etc at the BACH.

3. To note payment by direct debit

Invoice 6631 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Tailored auto enrolment direct debit: AP voluntary contribution xx,xx + xx.xx employer contribution for AS and xx.xx employee contribution for AS = total £xx.xx

Invoice SWS 105191 Monthly payment of £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

4. Cheque

Nil

c) WMPC Bank reconciliation

Bank reconciliation and budget check will be presented at the PC meeting by ref to green financial sheet. Bank reconciliation is OK, no outstanding items.

General notes

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). 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 October financial sheet

WMPC Receipts

Includes interest from Lloyds 0.50p and Nationwide 38.48.

Second quarter VAT reclaim 16911.01

Reimbursement of heat meter 729.16 and PA sound system 3905.89 (S106).

WMPC Expenditure

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

BACH kit out heat meter 874.99 + 50% payment for sound system £2838.24 total £3713.23, then second payment for sound system (on 28/10/2019) £2838.24 = total 6551.47 on Nov fin sheet.

HMRC no payment made as PC is in credit by 172.75

Country park expenditure 49.99 A Hall, plus 84.00 Mowgate hedge cutting, listed together 133.99

Insurance upgrade following update of Asset Register 97.26

WMPC general

£25000.00 is now in CCLA Public Sector deposit Fund.

d) BACH finance

The BACH Finance Sheet, providing the position in relation to the BACH finances to the end of September was circulated in advance of the meeting and its contents noted.

177/19 Other matters for report only

Clerk outlined a proposed new Parish Council meeting calendar. It was agreed that the calendar would be used to record all meetings relating to Parish Council business going forward.

178/19 Dates of forthcoming meetings: all meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2019: 12th November, 10th December.

Planning Committee

First Tuesday in the month

2019: 5th November, 3rd December.

Parish Surgery

Second Thursday in the month at 8.30am – DROP-IN

Christmas Get Together 4th December at 5.30pm at the BACH

Neighbourhood Plan Delivery Group

Country Park Tripartite Committee

Annual Parish Meeting 25th March 2020 at 7pm at the BACH

BACH Committee: 23rd January 2020 at 7pm at the BACH

Audit Working Party: 17th January 2020 9am and 17th April 2020 9am.

Budget and Precept: 28th November 2019 at 7pm at the BACH.

There being no further business, the meeting closed at 10.18pm.



Signed Chairman

Date 10th December 2019

Adopted - Redacted