



### ADOPTED

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

Present: Cllrs Besley, Cavill, Gage, Hall, Haskins, Kelly, Thompson, Tully.

In attendance: Mrs P A Cavill, Clerk; Mrs A Shepherd, Assistant Clerk, Ms J Pearson, Clerk to Cheddon Fitzpaine Parish Council, Cllr D Fothergill SCC, 9 members of the public, Mr K Perry, Bathpool Flood Warden, Mr K Tutill, Chairman Neighbourhood Plan Delivery Group.

#### 015/19 Apologies

a) Apologies were received from Cllr Ellis (personal), and Cllr R Parrish (TDBC business).

#### 016/19 To note

a) Declarations of Interest: Cllr Cavill explained he was now a member for the Oake Trust currently involving West Monkton, Ruishton and Blackbrook Primary Schools and Selworthy School.

b) Dispensation Requests: none had been requested.

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

#### 017/19 To adopt:

##### a) The minutes of the last meeting of the Council held on 8<sup>th</sup> January 2019

The minutes, having been previously circulated, were taken as read.

**It was resolved** to adopt the minutes as a true record, proposed by Cllr Thompson, seconded by Cllr Hall, and all agreed by show of hands.

##### b) The minutes of the meeting of the BACH committee meeting on 18<sup>th</sup> October 2018

**It was resolved** to adopt the approved minutes as a true record, and all agreed by show of hands

#### 018/19 To note Clerk's report and Assistant Clerk's report – no decisions

##### Assistant Clerk's Report:

Assistant Clerk reported that a meeting of the BACH Committee took place on 24<sup>th</sup> January 2019, some amendments were made to the terms and conditions of hire, a quote for a hearing loop was approved which has since been installed, a storage cupboard for the Activity Hall Storage Room was agreed and will be installed next week. A quote for air conditioning for the Committee Room was also approved, a date for installation will be confirmed shortly. The BACH has been made available for Somerset Day events on 11<sup>th</sup> May 2019. The Assistant Clerk reported that a meeting had taken place with the school about a number of matters since the BACH Committee Meeting, one of the issues discussed was the management of the school hall bookings to enable greater use, the Assistant Clerk will take on the management of the bookings, arrangements are being put into place to enable this. The next BACH Committee meeting will take place on 25<sup>th</sup> April 2019.

Assistant Clerk reported that one allotment holder had decided not to continue with their allotment this year. The next person on the waiting list has been contacted about taking on the allotment.

##### Clerk's report

Attended: Parish Surgery 10<sup>th</sup> Jan; CF PC 10<sup>th</sup> Jan; Tripartite mtg 14<sup>th</sup> and 28<sup>th</sup> Jan; site meetings at Dyers Brook Bridge x 2 15<sup>th</sup> and 16<sup>th</sup> Jan; NP DG mtg with Ann Rhodes at TD; WYG conference, Neighbourhood Planning 29<sup>th</sup> Jan at Chelston.

Correspondence with Heathfield School: oak wood is maturing for memorial bench to E Furneaux: query tennis courts open for public use: response awaited.

Please note these minutes are redacted therefore GDPR compliant

Confirmation obtained that Persimmon remain in agreement for path at rear of Furs Close to connect to Dyers Brook bridge. History of project collated and provided to TDBC. Confirmed all parties ok with oversized box culvert rather than clear span. Site meeting with Bernard Perry to obtain drawings and option of supply and install. Bus shelter quotes for A3259 at Monkton Elm accepted, position regarding license with SCC explained to supplier, license fee and application form sent in to Road Records (Cllr checked prior to submission). TDBC confirmed no Planning application is needed. Enquiry to R Stadden TDBC (taken over from D Arscott) ref Aginhills Outdoor Recreation S106 funds: the remaining funds have to be spent by Nov 2019; provision of football pitches as per planning application has to be left entirely to Persimmon, with nothing extra being added on that site. Funds are designated for outdoor recreation facilities so could be used for a building or a surface... Map received from K Martin County Roads for WMPC to mark-up areas where repairs are needed. Need to check contractor has license to work on road, and inform County Highways. Timetable to be agreed. Map returned to SCC, quotes will be sought. Plans for the Bistro Boat are still ongoing. The owner is applying for planning permission with assistance from Boating Business manager of CRT. Follow on requirements for Country Park - emails, enquiries, equipment: Somerset Wood tree planting sessions attended by Cllrs Cavill and Hall and Clerk J Pearson every Weds/Thurs and Sat/Sun since 10<sup>th</sup> Jan. Clerk P Cavill provided soup each session for volunteers. Accepted TD dog bin emptying quotes having confirmed DLO service is cheaper than other competitors. Scrutiny Cttee 15<sup>th</sup> Jan: Urban Extension Policy Update, half of employment land at Langaller to be released for housing. This is because a) reduction in housing density on MH1 means that total number of houses not built on land available b) NPPF requirements in July 2018 mean that employment land has been reviewed.

### **019/19 Report from SCC Cllr D Fothergill**

Cllr Fothergill noted the following:

A healthy financial position has been achieved.

Winter gritting programme re-instated also gully cleaning and jetting programme. Gritting routes to be reviewed in May prior to gritting routes being agreed for 2019/2020.

Schools funding will be increased in 2019.

Ofsted has inspected elements of Childrens Social Care Services – feedback was positive and encouraging.

Time to Talk initiative in February – information phone lines available. Rethink mental illness 0300 5000 927 Mind 0300 123 3393

Volunteering – new website address <https://volunteering.somerset.gov.uk>

SEND provision, new Selworthy campus – Hazelbrook scheduled to open in September. Investment in two Autism Centres in Yeovil in addition to centre already existing at Heathfield School.

One-stop shop for education, health and social care information for children across Somerset

[www.choices.somerset.gov.uk/025/local-offer/](http://www.choices.somerset.gov.uk/025/local-offer/)

Adult Social Care – issues resolution by Somerset Direct, 89% reduction in number of people waiting for social care assessment from June 2016 to Dec 2018.

Resurfacing and improvement schemes include Huntworth roundabout, A358 Thornfalcon to Ilminster, Admiralty Way and Creechbarrow Way, Hankridge roundabout.

A government grant of £10m targeted specifically at road repairs, to be spent before April, has resulted in several large schemes being done.

### **020/19 Reports from TDBC**

Cllr Cavill reported that:

TDBC rates were going up, after being held for a number of years.

Works on Deane House are on schedule for price and time.

The Garden Town Plan and Cultural Consultation will be shortly available. Maidenbrook Country Park is a part of the Garden Town initiative. Future plans for Hestercombe Gardens Trust include a 220-seat theatre and live-work units for artists.

Litter picking assistance in the Parish is on the increase.

### **021/19 Country Park**

Chairman Cllr Alan Hall reported that Somerset Wood tree planting was completed last Saturday (1600 trees), two weeks ahead of schedule. Volunteers have been thanked and encouraged to book in again in November for the second phase of planting the Somerset Wood. The Wellingtonia trees (donated by Wellington TC in recognition of the Canadian Regiments based in Somerset) will be delivered and planted shortly, with appropriate tree guards being built in situ. Admiral T Lowe, (Hydrographic Office), has offered support including the total drawing layout for the Wood for an interactive record. Cllr Hall and Cheddon Fitzpaine Parish

Please note these minutes are redacted therefore GDPR compliant

Clerk attended a recent AONB meeting when the co-operation between Parishes and AONB was restated. An interview was given to Apple FM by Cllrs Hall and Cavill.

Planting needs clearance to progress to areas 4 and 5 on the Landscape plan. A significant dip in the field in part of area 4 may be redesigned as a wildflower meadow area. Will be checked with I Clark. Offer of trees from Park and Ride at Junction 25 currently under consideration.

CP finance sheet had been issued showing breakdown of costs and reporting the £10k agreed to get the Park started was now spent. Capital costs have been attributed to CIL. After discussion **it was resolved** to allow further spending up to £7k to maintain momentum of the development of the Country Park: proposed by Cllr Gage, seconded by Cllr Kelly and all agreed by show of hands. It was noted that the agreed share of CP costs between the two Parishes was according to the number of Band D rateable value dwellings in each Parish, CP PC has precepted for 2019/2020.

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 resident enquired about keeping dogs and bicycles out of the play area at Rossiter Close. The request will be forwarded to Persimmon.	Clerk
A resident enquired about Neighbourhood Watch Schemes, how to join, who to contact, which groups were already in place. Cllr Kelly to liaise.	Cllr Kelly
The start date for the WRR was requested again. There is no hold up at County Hall, the plans have been released. It was noted that MH2 cannot be started without it. Agreed to ask Kate Payne, Persimmon, but also to contact head office.	Clerk
Enquiry if SCC has any plans in place in the event of a 'no deal' Brexit. It was confirmed there are no plans either way.	Nfa
Enquiry about new fleet of SWP lorries and road side recycling – the initial contract fell through, has been re-negotiated – should be in place during the next year.	Nfa
Enquiry about grit bins in Parish – information provided to SCC to allow record of bin locations held at SCC to be updated, bins are being filled.	Nfa
Enquiry about future of Park and Ride in MH2: current clearance of part of Park and Ride at Henlade is attributable to the development of the Nexus site. SCC/TDBC positions ref P&R – needs to be a joined-up scheme and part of overall Strategy for Taunton. Garden Town consultation out soon. Pedestrianisation of James St will assist. Plans for site of former swimming pool haven't changed since their approval and publication (mixed use, shops offices, housing).	Nfa

Public Question Time was closed, and the meeting was reconvened.

## 022/19 Planning

Barry James, Strategic Planner Persimmon, and Ben Smith Technical Director attended WMPC Planning Committee to give information about MH2 and the Persimmon Community Engagement Exhibition (scheduled for 28<sup>th</sup> Feb at WM Village Hall). A plan was presented showing the potential site layout. In summary:

School likely to be built in early stages.

Suggestions for a workable Travel Plan were made.

Assurances sought that employment land and retail centre should come forward with the dwellings and not left until the end. Faults in customer care and finishing of site at MH1 were recognised.

Comments coming from Persimmon Sales Office at Hartnells appear to be following the practice of previous sales offices in the MH1 development, in that unfounded and incorrect information is being given to potential purchasers.

Details of HIF funding to build the roads were mentioned.

Bat survey – privately commissioned survey/Persimmons survey (times, dates, locations).

Issues of parish boundary running through site and Neighbourhood Plans either side of the boundary having different priorities.

Biggest objection was the proposed route for the A38, the roundabouts inappropriately placed at each end of the A38, (apparently because of land ownership issues). Very clear to local residents to see that traffic movement of the highway will be slow, and serve to drive traffic into the back lanes.

### Actions:

Arrange a meeting with SCC ref Persimmon Highway suggestions for MH2, as it was established that neither TDBC (Planning Authority) nor SCC (Highway Authority) had endorsed the road layout shown on the plan presented.

Please note these minutes are redacted therefore GDPR compliant

Encourage as many members of the public as possible to attend the Persimmon Community Engagement Event on 28<sup>th</sup> February and register their opinion on the proposed road layout.

Send copy of COWMS bat survey to Persimmon, request theirs in return.

#### Resolution:

In cognisance of the fact that the Persimmon plan (as presented at WMPC Planning Committee and expected to be shown at the Community Engagement Exhibition for MH2) is not yet endorsed by either the Local Planning Authority (TDBC) or the Highway Authority (SCC), it was resolved that attendance by any Councillor at the Persimmon exhibition does not signify endorsement of the proposals by either individual Councillors or the Council.

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

#### a) Planning applications

**It was resolved** to accept the recommended comments from the WMPC Planning Committee, proposed by Cllr Besley, seconded by Cllr Hall all agreed by show of hands. Comments will be submitted to TDBC by Clerk.

08/18/0028 Relocation of Conquest Equestrian Centre with the erection of office facilities, flat, café, indoor and outdoor arena, stable block, parking facilities, and associated works on land at Maidenbrook Lane, Cheddon Fitzpaine

Full planning application therefore, after extended discussion, the Parish Council of West Monkton object to the 08/18/0028 planning application in the current scheme as submitted, for reasons which have been noted. If the scheme is amended to address the reasons then the Parish Council is likely to support a revised scheme.

WM&CF NP DG comments also submitted, checking conformity with NP policies.

08/19/0001 Application for approval of reserved matters following outline application 08/10/0024 in respect of the appearance, landscaping, layout and scale for the erection of 237 No. dwellings with associated works on land off Nerrols Drive, Taunton

Reserved matters application: therefore, support but a number of observations ref green space and route of Northern Outer Distributor Road, as per drafted response to TDBC.

WM&CF NP DG comments also submitted, checking conformity with NP policies.

08/18/0034/T Notification to fell 14 ash trees, 2 sycamores, and one liquidamber and to carry out management works to one plane tree within Hestercombe Conservation Area at Hestercombe Gardens, Cheddon Fitzpaine and West Monkton parishes. Notification was noted.

*The following applications relate to Summercourt:*

48/18/0064 Variation of condition no. 02 (approved plans) of application 48/18/0038 at 2 Court Gardens (plot 2) on land south of Summercourt, Dosters Lane, West Monkton.

No Comment

48/19/0002 Erection of double garage at Summercourt, Dosters Lane, West Monkton.

No Comment

48/19/0004 Variation of condition Nos. 02 approved plans, 03 parking/turning areas/ 09 surface water drainage and 12 landscaping of application 48/18/0063 at Plot 1 Court Gardens, land to the south of Summercourt, Dosters Lane, West Monkton. (Retention of works already undertaken)

No comment.

#### b) Planning decisions are on TDBC website.

#### 023/19 MH development

a) Dyers Brook bridge: this is a CIL (Community Infrastructure Levy) project.

Quotes have been obtained for the drawings and for a design and build project. The quote for Design and Build by B Jones was more than the Fairhurst estimate. **It was resolved** to accept the quotation for drawings only from Bernard Perry (£1800.00 + vat) and that West Monkton Parish Council would manage the project. Proposed by Cllr Tully, seconded by Cllr Besley and all agreed by show of hands. Once the drawing has been obtained the application to work on a watercourse can be submitted to SCC. The license for the bridge is being worked on by TDBC legal team under direction of Stacy Stark Senior Estates officer.

Clerk

Cllr Gage  
Clerk

Cllr Cavill

#### 024/19 Environmental

Please note these minutes are redacted therefore GDPR compliant

a) Chairman Cllr Haskins reported some shortfalls in the Cerdic Foundry order – the foundry recommended by SCC for this restoration project. It is anticipated that a local craftsman can correct. Tubing, 90mm diameter, needed to go inside posts. Lengthsman's report on the project has been circulated.

b) CIL projects:

Cycle path which runs around the canal roundabout side (ERR) along the A38 and into Dyers Lane

Croft garage pavement to Sylvan Way

Assistant Clerk confirmed that she had followed up both projects with SCC and about progress with SCC developing the initiative to provide a design / build service to Parish Councils. SCC are currently running a pilot in Shepton Mallet and depending on how that goes may roll out the initiative across the County. Assistant Clerk also enquired about the possibility of Parish Councils finding its own contractor to commission to do these projects. SCC have offered a briefing session to outline what would be involved with this option. Assistant Clerk has accepted the offer.

Assistant Clerk also asked SCC if the Croft garage pavement work could be paid for from the additional highways funding provided by national government. Assistant Clerk awaiting a clear response on this but initial indications are that funding would not be available.

Parish signage

Assistant Clerk confirmed that a response has been received from SCC requesting confirmation of some of the locations, Assistant Clerk has responded accordingly. The application is now being processed.

SCC have suggested that it is worth checking if planning permission is required for the proposal. Assistant Clerk to check with TDBC

d) Bus shelter review:

Clerk has submitted application form and license fee to SCC Highways. Telephone conversation with TDBC confirmed no planning application needed.

e) Outdoor recreation questionnaire. This questionnaire will now become part of the NP Review (see report from K Tutill (Minute 025/19 (c)).

#### **025/19 Reports, including recent developments, matters to consider, and decisions to be made:**

##### **a) West Monkton Parish Council Chairman**

Cllr Haskins reminded Councillors the Annual report is almost complete, contribution from one Councillor required.

Cllr Tully

Suggest WM Council takes action regarding fly tipping along Hyde Lane – write to Rugby Club Allotments as reported by Assistant Clerk. One unpaid rent – tenant terminated agreement, so offered to the first on the waiting list.

Clerk

##### **b) Bathpool Flood Warden Mr K Perry**

Mr Perry reported that on 4<sup>th</sup> Feb a Flood Alert was issued by the EA at 11.30am. Water levels at the flap gates rose by 1.6 metres. Melting snow on top of rain makes the situation less predictable. The alert was lifted by 6.30pm. Talks ongoing in Taunton between EA and TDBC: 8 sites identified for 'quick fixes' including Bathpool (close the canal at Firepool, culverts under the railway at Obridge and works at Hyde Lane).

Nfa

(Speedwatch enquiry – regarding speeding traffic on A38 between Aldi and Canal Bridge, looking to share with A3259 co-ordinator)

K Perry

##### **c) NP Delivery Group report Mr K Tutill**

> 1. Following on from the meeting with Ann Rhodes of TDBC on 15th January only review of the NP needs to be formally approved by the Parish Council at their regular meeting.

> 2. Our proposal is to review the policies in tandem with the West Somerset/ Taunton Deane Core Strategy Review to check that the NP lines up with any changes in priorities and policies.

> 3. The review is also to take place alongside public consultation over recreation provision within the parishes and to use the issue of a questionnaire to remind residents of the NPs policies and to inform new residents of the same.

> 4. Providing the review only comes up with minor amendments to existing policies approval would only be necessary from TDBC. If any new policies are introduced independent inspection would be necessary.

> 5. Any changes would result in the re- issue of the whole document rather than an addendum to

the existing.

> 6. We did ask Ann Rhodes whether the section of land in Cheddon left out of the NP within the Staplegrove allocation could now be included but this was denied as the original reasons for its omission remain relevant!

> 7. It is anticipated that the review will take place over the next six months prior to the issue of the recreation questionnaire and then after it in relation to that section. Hopefully approval will be forthcoming from the Deane by the end of 2019, assuming no examination in public is necessary.

> 8. I would hope any cost will be kept to a minimum, with the main element being printing the revised document. It is possible some Grant funding may be available.

>

**It was resolved** to undertake the review of the WM & CF NP to fit the timetable for the Core Strategy Review, proposed by Cllr Thompson, seconded by Cllr Cavill and all agreed by show of hands.

Clerks

#### **d) Councillors with roles of responsibility:**

Member for Footpaths Cllr Gage:

SCC has confirmed that where they have installed gates etc for footpaths the ongoing maintenance rests with the landowner.

Footpaths at Ganges Farm have not been diverted yet.

To increase access to the Quantocks, three stiles need replacing with gates

BACH: The annual fire test would take place tomorrow.

Storage cupboards will be built on Tues/Weds of next week.

Next BACH committee meeting 25<sup>th</sup> April 2019 7.00pm at BACH.

Cllr Gage

Member for Highways: Cllr Besley

Cllr Besley thanked Cllrs Haskins and Gage for preparing the annotated map and photos for County Roads K Martin

The road at Yalway needs attention, will be reported to Highways.

Cllrs Haskins/Gage  
Clerk

Member for Public Open Spaces and Flooding: Cllr Thompson

Cllr Thompson reported all brooks are flowing, the water table is quite high. Focussing efforts on understanding how to attenuate Maidenbrook at Waterleaze to minimize effects at Bathpool.

Nfa

Member for Safe Routes to School and recreation areas: Cllr Tully

No report. It was noted that SCC is able to maintain subsidised bus services contra to the national trend

Nfa

Member responsible for Community Liaison and Transportation: Cllr Kelly

Volunteers for the distribution of the one-off edition of village news have been sorted out. An Easter egg hunt is planned, and also activities and events on Somerset Day. To liaise with J Besley organising the Somerset Day brunch in The Street. Grant applications suggested.

Cllr Kelly, Assistant  
Clerk

#### **e) Communications Report**

Assistant Clerk confirmed that regular updates had been made during the month to both the website and Facebook page.

Work in respect of the Welcome Packs is moving forward. At least 7 businesses have confirmed that they would like to advertise.

Expected to have a Welcome Pack mock up available to view at the next meeting. With a view to then gathering quotes for printing.

#### **(f) GDPR:**

Assistant Clerk reported that two new required GDPR policies have been developed for approval; a Document Retention Policy and a Subject Access Policy. Assistant Clerk provided a brief summary of the purposes of the policies. The policies will be circulated with a view to them being approved at the March meeting.

Please note these minutes are redacted therefore GDPR compliant

### g) Reports from Parish Council representatives on other bodies: Consultations

- a) West Monkton Village Hall Management Committee.  
No report.
- b) Spital Trust. No report, next meeting March.
- c) Any other event at which WMPC was represented – none other than activities reported elsewhere.

### 026/19 Assets

Asset Register is up to date. Photos of container, and lining; plus wheelbarrows and trolley have been added to the pictorial Asset Register

### 027/19 Finance

(i) Quotes

Invited DLO to quote for same areas for grass cutting plus triangle at Yallands Hill by footpath opening onto A3259: no response received yet

Quote for Dyers Brook: drawing only/drawing plus supply and install –

B Perry, £1800 +vat drawing only: B Jones, £2750 +vat drawing plus site visits during construction

B Perry £36,320.00 +vat for entire job

Quote from TD DLO accepted for dog bin emptying for April 2019 - March 2020: £5.03 per bin per visit, 8 bins, twice weekly. List of bins amended, commercial prices are higher (e.g. BANES), accepted quote returned to TDBC on 14<sup>th</sup> Jan.

SWS has informed that Google charges will increase for the G-suite from £3.30 to £4.60+VAT per mailbox per month: with effect from 1 April 2019.

(ii) Grant application: grant application received from xxx ref Street Brunch on May 11<sup>th</sup> Somerset Day for £200.00 to fund refreshments.

**It was resolved** to award the grant as per application submitted, proposed by Cllr Hall, seconded by Cllr Kelly and all agreed by show of hands. Cllr Besley, having declared an interest, took no part in the discussion and did not vote.

It was noted that further applications to support events on Somerset Day could be considered.

To note receipts and payments and approve payments listed below

#### Receipts and payments (item c above)

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

#### Receipts

Interest as per green sheet:	Lloyds	£1.92
	Nationwide	£38.32

#### Payments

Bus shelter cleaning and litter picking for Jan	£xxx to be paid by direct debit
Clerks salary (after tax) Jan	£xxx to be paid by bacs
Asst Clerk (after tax) Jan	£xxx to be paid by bacs
HMRC month 11	£262.13 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 in Jan	no invoice
A Hall purchases for CP	£xxx to be paid by bacs
Water 2 business for allotments June to Dec	£18.45
Somerset Web Services annual charges	£709.20
B Keal Intl works to shipping container (CIL)	£1862.76
E G White levelling and topping at CP	£279.00
BPTH Toilet hire for the month	£129.60

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

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

Payments made since last meeting of WMPC

#### 1. To note: Payments made using debit card

CP: Another Amazon A-board for on the main road £64.35 (cheaper by nearly 50% than Nisbets)

Memory stick 64gb Viking 22.39+vat 4.48 = £26.87

Garden Trolley for CP £95.83+vat 19.16 = £114.99

#### 2. To note payments by bacs/transfer: nil

Please note these minutes are redacted therefore GDPR compliant

### 3. To note payment by direct debit

Invoice 5044 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Invoice SWS103923 Monthly payment of £39.60 +vat £7.92 = £47.52 to Somerset Web Services

Annual subscription Dropbox £79.00

Annual subscription McAfee £89.99

Notes below to accompany WMPC green financial sheet: BACH accounts are recorded on a separate spreadsheet.

#### General notes

No receipts recorded on 1 April since all receipts to 31<sup>st</sup> March were included in year - end 31<sup>st</sup> March spread sheet (the 13<sup>th</sup> column on the spread sheet); i.e. the year - end balance last year (31 March) becomes this year's carry forward figure at the start of the year (1 April).

Each column heading is dated first of the month.

Each monthly receipt column is a snap shot of what **has been received** in the month prior to 1<sup>st</sup> 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.

Some items are paid for at the point of purchase by debit card and reported separately under 'payments made'.

Bank statements for 1<sup>st</sup> of the month provide the figures shown on the financial sheet (bottom left hand corner).

#### Specific notes for WMPC Feb financial sheet

##### WMPC Receipts

**Interest** received Lloyds £1.92, Nationwide £38.32, total £40.24

Allotment rent x3 =£90.00

Grant for trees from Persimmon - £1000.00

##### WMPC Expenditure - As listed.

Expendable items for Shipping container/Country Park listed on Country Park line 43 on fin sheet:

January: including A boards 60.00 and 64.35, boot-scraper mat and light 18.98, batteries 3.98, garden trolley 114.99, sanitizer etc 25.16, broom 7.4, Norman reimbursement 65.50 (receipts provided), Alan reimbursement 83.76 (receipts provided) = £443.43

February: E White levelling and topping 279.00, toilet hire 129.60 (running total) =£408.60

Sundry admin: January: memory stick 26.87, Dropbox annual subscription 79.00, total £105.87. February McAfee annual subscription 89.99.

CIL: B Keal shipping container lining £1862.76.

##### WMPC Bank reconciliation (item d above)

Green financial sheet explained, bank reconciliation complete. Payments Lines running over budget had been taken account of in budget setting for next year. Receipts have amounted to more than budget.

#### (e) BACH Finance Sheet:

Assistant Clerk presented the BACH Finance Sheet, providing the position in relation to the BACH finances to the end of January.

### 028/19 Dates of forthcoming meetings

All meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2019: 8<sup>th</sup> January, 12<sup>th</sup> February, 12<sup>th</sup> March, 9<sup>th</sup> April, 14<sup>th</sup> May (Annual Parish Council Meeting), 11<sup>th</sup> June, 9<sup>th</sup> July, 13<sup>th</sup>

August, 10<sup>th</sup> September, 8<sup>th</sup> October, 12<sup>th</sup> November, 10<sup>th</sup> December.

Planning Committee

First Tuesday in the month

2019: 2<sup>nd</sup> January, 5<sup>th</sup> February, 5<sup>th</sup> March, 2<sup>nd</sup> April, 7<sup>th</sup> May, 4<sup>th</sup> June, 2<sup>nd</sup> July, 6<sup>th</sup> August, 3<sup>rd</sup> September, 1<sup>st</sup> October, 5<sup>th</sup> November, 3<sup>rd</sup> December.

Parish Surgery

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

Annual Parish Meeting 27<sup>th</sup> March 2019 at 7.00pm at the BACH

BACH committee 25<sup>th</sup> April 2019 at 7.00pm

Budget and Precept working party will meet in Nov 2019.

There being no further business, the meeting closed at 9.25pm.



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A handwritten signature in black ink, appearing to read 'J. H. R. 145', with a long horizontal stroke extending to the right.

Signed Chairman

Date 12<sup>th</sup> March 2019

Redacted - adopted