



West Monkton Parish Council

ADOPTED

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

Present: Cllrs Besley, Cavill, Ellis, Gage, Hall, Haskins, 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, 7 members of the public, Mr K Perry, Bathpool Flood Warden, Mr K Tutill, Chairman Neighbourhood Plan Delivery Group, Paul Elliston Bathpool Pioneer.

029/19 Apologies

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

030/19 To note

a) Declarations of Interest: no change.

b) Dispensation Requests: none had been requested.

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

031/19 To adopt:

a) The minutes of the last meeting of the Council held on 12th February 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 Tully, seconded Cllr Gage, all agreed by show of hands.

032/19 To note Clerk's report and Assistant Clerk's report – no decisions

Assistant Clerk's Report:

- BACH:
 - Hearing Loop installed
 - Storage Cupboards installed
 - TDBC bookings have come to an end
 - Show arounds at the BACH in respect of three new regular bookings – two of these have booked and are starting this month.
 - Air conditioning installation date to be advised
 - Feedback from school on how to take management of school hall bookings awaited following meeting.
 - Next BACH Committee meeting scheduled to take place on Thursday 25th April 2019.
- Allotments
 - Meeting with new allotment holder from waiting list.
 - Took on allotment from 1st March.
 - All allotments now in use again.
- Communications work as per the Communication Report.

Clerk's report

- Attended: Parish Surgery 14th Feb; CF PC 14th Feb; Tripartite mtg w M Pearson 22nd Feb; Persimmon exhibition 28th Feb.
- WM Liaison meeting with A Penna 5th March was postponed and rescheduled for 12th March.
- Met Claire Thackray, Localities Team Leader for our area.
- Convened NP review planning meeting 8th March, Steering group to meet on 15th April to start review.
- Visited Taunton RFC to view drainage ditch and establish ownership. With assistance from Bert Leach EA, established that Internal Drainage Board looks after it – a 'viewed rhyne'. Will try to find a way to remove debris from banks, restore drainage off from road, whilst preserving banks for flood alleviation.
- Set up and attended meeting with D Fothergill and A Jones, ref highways in the Parish on 27th Feb, and a second visit ref road works at Jct 25 on 11th or 15th March.

- Activated the email account for assistant clerk effective from 1st April 2019: assistantclerk2@westmonkton.net
- Kali Martin has agreed to let WMPC proceed with project to improve highway network.
- After chasing to meet the date, drawing and PCI received from B Perry for Dyers Brook bridge project.
- Marked up map for SCC Road Records to show location of proposed bus shelters at Monkton Elm.

033/19 Report from SCC Cllr D Fothergill

Cllr Fothergill noted the following:

A significant financial turnaround has been achieved with a projected underspend of £1.076m.

Key points of 2019/2020 budget were noted; £780m spend on services.

Secondary school places – 94.18% student's first preferences were met.

Hinkley Point C EDF's new Sedgemoor Campus opened – housing plus facilities for 1000 workers.

Somerset Motofest 22-23 June at Fleet Air Arm Museum at Yeovil.

M25 Junction 25 Improvement works – drop in events and visit to PC to explain plans in more detail. Information posted on Travel Somerset.

Children's Services – Ofsted snap inspection judged the service for vulnerable children is improving.

Adult Social Care investing above inflation – an extra £2.6m.

Delayed Transfers of Care – best figures of the other 14 South West Authorities.

Outdoor learning centres – more than 28000 bed nights spent by mostly young people.

Dillington House – Mother's Day cream teas.

Library Services – Taunton Library named as Library of the month, by national 'Love reading' blog.

In response to comments it was noted that £100m is being secured for SCC projects – cheap borrowing to support activities that can generate income. Flood lights at County Cricket ground generally considered very effective (LED Downlighters, very little light spillage)

034/19 Reports from TDBC

Cllr Cavill reported that:

A balanced budget had been produced, plus income from the Deane House, and savings from Joint Working.

From 1st April the council will be Somerset West and Taunton Council

The government's High Street Fund is being considered.

£16.6m has been allocated to capital works, and £0.5 for the Garden Town. The Garden Town Vision consultation has been extended until 26th April.

035/19 Country Park

Chairman Cllr Alan Hall reported that 200 trees were rescued from the Henlade P+R. Transplanted by 15 volunteers over two days, now pruned and watering regime in place if necessary. Planting season has been extended to mid-end of March, 280 whips to be planted to complete Blocks 4 and 5 of the Landscape Plan. Hollow in westerly field can be developed as an amphitheatre – Tacchi Morris, Heathfield School and The Space very supportive – plans drawn.

Business Plan and cost profile will be developed for planning/grant applications.

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 the overhanging hedge from the Persimmon side behind Heathfield Drive.

A resident enquired if roads could be in place before MH2 begins. The HIF fund was not recognised at the Persimmon exhibition. D Fothergill responded that the HIF application had now been extended to include schools. The route will need to be agreed with Persimmon and how it is funded. Without HIF funding Persimmon may build the road in stages.

Road infrastructure was questioned, the relationship between WRR/ERR/Hartnells

Play area behind school needs draining

Dog bins on the state are overflowing and poo bags are being left on side of footpath. DLO emptying? Who is responsible?

Dogs are a problem in play areas.

Persimmon
Persimmon/SCC

SCC
Persimmon
Persimmon/Parish
Surgery
WMPC future policy

Report from Cheddon Clerk: IWA volunteers have spent over 5000 hours in the West Monkton/Bathpool area. Yallands Hill footpath/cycleway to Tudor Park has been cleared by volunteers.

Cheddon Clerk

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

036/19 Planning

a) Planning applications

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

Clerk

48/19/0008 and 48/19/0011 Erection of glasshouse within walled garden at Marlows West Monkton. No likely issues listed, listed building. Parish Council supports this application.

48/19/0010: Erection of single storey extension to rear and replacement of garage at Sidlea, 95 Greenway, Monkton Heathfield. Parish Council has no comment on this application.

Surveys completed on Garden Town, and Parking Enforcement Powers.

Noted: Formal notice and Confirmed Order regarding diversion of part of footpath T32/10

WMPC response to Persimmon MH2 plan and presentation, having been previously circulated and agreed, will be sent to SCC, TDBC, and Consensus (Marketing company dealing with exhibition).

b) Planning decisions are on TDBC website.

037/19 MH development

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

The drawings have been received from Bernard Perry. Possible contractors were discussed. The application for a licence will be submitted to SCC.

Cllr Gage
Clerk

038/19 Environmental

a) Finger posts will be installed by contractor, leaving Lengstman free to install fingers, collars and finials. Contractor to be contacted (Beau-tar? Others?)

b) CIL projects: no progress to report

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

Croft garage pavement to Sylvan Way

Parish signage)

c) Bus shelters at Monkton Elms: SCC Highways has accepted application and location map.

d) brief discussion about how to deal with dog fouling/dogs in parks/litter: notices have been tried, also regular items in Village news and web site; Parish Ranger? with enforcement powers? Bye law if necessary? PCSO does not have enforcement powers. Check dog warden powers in Burnham and Weston super Mare.

039/19 Reports, including recent developments, matters to consider, and decisions to be made:

a) West Monkton Parish Council Chairman

Cllr Haskins: the Annual Report is ready, **resolved** to adopt for publication, proposed by Cllr Besley, seconded by Cllr Thompson and all in favour by show of hands.

b) Bathpool Flood Warden Mr K Perry

Mr Perry reported no problems this month despite river levels going up and down. The SRA reports there will be an autumn dredge on the R Parrett between Burrowbridge and Stathe; £1.7m has been set aside for 28 projects; funds have been put aside for improvements to the R Sowe. A farmer's fund has been set up for applications to 'slow the flow' on their land.

Nfa

c) NP Delivery Group report Mr K Tutill

Neighbourhood Plan Review

Further to the last Parish Council Meeting and a meeting of the 8th March to discuss the possible way forward for the review of the NP I would like the Council to consider the following as a process to deliver the review.

1. Have an initial meeting of the Steering Group on 15th April to decide who will comprise the sub-committees to review the policies relating to Housing, Transport, and Employment.

2. Set up a Group to look at potential sections within a more in-depth review of the Recreation and Environmental policy with the intention of producing a questionnaire to cover areas such as the Country Park, play provision, particularly for older children and footpath and cycleway connectivity which will go out to all households in the NP area.
 3. The questionnaire will also refer to the NP and will include other questions relating to the policies in 1 above, as well as asking for any other ideas that could be added.
 4. The Parish Councils websites and magazines will advertise for any additional residents who may have an interest in joining the Steering Group.
 5. It is anticipated the questionnaire will go out in late summer/ early autumn and following the collation of the returns amendments/additions to the policies will be produced prior to the year end.
 6. Meetings with TDBC or its successor will take place to determine whether there will be a need to refer the document to an independent examiner for comment.
 7. It is hoped that the revised document could be approved around the second anniversary of the original.
 8. Costs will be involved in printing and distribution of the questionnaire although Grants may be available to cover some of this outlay, although provision has been made in next year's budget for expenditure on the NP revision.
 9. Finally, it would seem sensible for the PCs to decide whether they would like me to continue as Chairman of the Group, which I am happy to do, but equally would be happy to step aside if there was an alternative proposed.
- It was resolved** that K Tutill should continue as Chairman, delivering the review as described, proposed by Cllr Ellis, seconded by Cllr Cavill, all in favour by show of hands.

d) Councillors with roles of responsibility:

Member for Footpaths Cllr Gage:
No report

BACH: Mi-Space will repair the broken surface in the Ladies toilet.
Next BACH committee meeting 25th April 2019 7.00pm at BACH.

Member for Highways: Cllr Besley

Gas board works in the Community are extensive. Cllr Fothergill confirmed that Utilities have statutory powers to go and do the work. Agreed to send RTO to local farmers whose working practices might be affected also to COWMS, and put it on the website.
A written response from A Jones regarding the s106 bus gate on the A3259 will generate further dialogue after the presentation being made on Junction 25 improvements (15th March). CIL project progress to be added as well. A Jones to be advised.

Member for Public Open Spaces and Flooding: Cllr Thompson

Cllr Thompson reported a collapsed ditch at Gotton Farm, damage appeared to have been done by agricultural vehicle tyres. Reported at the time to SCC. Potential threat from flooding to houses further downstream assessed, crucial to keep ditches unobstructed.

Member for Safe Routes to School and recreation areas: Cllr Tully
No report.

Member responsible for Community Liaison and Transportation: Cllr Kelly
No report but Cllr Besley distributed flyers for Somerset Day breakfast on 11th May in The Street.

Cllr Gage

Clerk

Clerk

Nfa

e) Communications Report

Assistant Clerk confirmed that regular updates had been made during the month to both the website and Facebook page. Welcome Pack mock-up was shown and preferred design agreed. Comments on draft inserts requested. Welcome Pack to be ready in April in time for Hartnells houses.

(f) GDPR:

Assistant Clerk reported that the two new required GDPR policies 'Document Retention Policy' and 'Subject Access Policy' are ready for adoption, having been circulated and explained. Deferred to April meeting for adoption. It was agreed that Paper Records of Minutes will be sent to Heritage Centre for storage and safe keeping every four years.

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

- a) West Monkton Village Hall Management Committee.
Open day 9th March 2019. New curtains on the stage and main hall, plus blinds. New website www.westmonktonvillagehall.net.
- b) Spital Trust. No report, next meeting later in March.
- c) Any other event at which WMPC was represented – none other than activities reported elsewhere.
Contact made with new PCSO Jake Edwards
Contact made with Persimmon Commercial ref retail units, contact with M Punni (Pharmacy) same.

040/19 Assets

Asset Register is up to date.

041/19 Finance

- a. Quotes
Invited DLO to quote for same areas for grass cutting x 8 plus triangle at Yallands Hill by footpath opening onto A3259: for the year 2019 - £2475.67 **It was resolved** to accept the quote.
- b. To note receipts and payments and approve payments listed below
- c. To note bank reconciliation and budget check, WMPC and BACH (green financial sheets).
- d. BACH

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 as per green sheet:	Lloyds	£2.11
	Nationwide	£34.62

BACH reimbursement £989.00 (Hearing loop)

Payments

Bus shelter cleaning and litter picking for Feb
Mr A Pritchard, all his pay after tax => employee voluntary contribution to pension¹
£xxx to be paid by direct debit
Clerks salary (after tax) Feb £xxx to be paid by bacs
Asst Clerk (after tax) Feb £xxx to be paid by bacs
HMRC month 12 £269.53 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 Feb no invoice
N Cavill permanent purchases for CP £xxx to be paid by bacs
Full print run of VN and flyers £466.32 to be paid by bacs
BPTH toilet hire for Feb £96.00 to be paid by bacs
J Besley grant for Somerset Day Street Party £200.00 to be paid by bacs
A J Hall purchases for CP £xxx to be paid by bacs
J&J Miller digger -trees for CP £420.00 to be paid by bacs

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

Proposed by Cllr Besley, seconded by Cllr Gage 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: nil

¹ After tax, Tailored Auto Enrolment make payment to Legal and General 'nest' fund by direct debit

Audio Visual Direct hearing loop for BACH (S106 Aginhills) 989.00+ vat 197.80 = £1186.80 Ex vat amount will be reimbursed by R Stadden (taken over from D Arscott).

Order for 6 x London Plane Trees (Platanus acerifolia) Wee Trees West Buckland 85.50 +vat 17.10 = £102.60 (CIL)

3. To note payment by direct debit

Invoice 5229 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Invoice SWS 104056 Monthly payment of £39.60 +vat £7.92 = £47.52 to Somerset Web Services

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 31st March were included in year - end 31st March spread sheet (the 13th 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 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.

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

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

Specific notes for WMPC Mar financial sheet

WMPC Receipts

Interest received Lloyds £2.11, Nationwide £34.62, total £36.73

Allotment rent (not full year) £25.00

WMPC Expenditure - As listed.

CIL payments made = 1862.76 (lining shipping container) + 102.60 (trees) = £1965.36 on fin sheet.

CIL payments to be made = 168.33 (timber frames for trees)

CP payments made = 279.00 (E White) + 95.51 (A Hall) + 129.60 (Toilet hire month 1)

CP payments to be made = toilet hire 96.00

WMPC Bank reconciliation (item c above)

Bank reconciliation complete. One unpresented cheque (£165.00). Payments Lines running over budget have been taken account of in budget setting for next year. Receipts have amounted to more than budget.

BACH finance (item d above)

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

042/19 Dates of forthcoming meetings

All meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2019: 8th January, 12th February, 12th March, 9th April, 14th May (Annual Parish Council Meeting), 11th June, 9th July, 13th August, 10th September, 8th October, 12th November, 10th December.

Planning Committee

First Tuesday in the month

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

Parish Surgery

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

Annual Parish Meeting 27th March 2019 at 7.00pm at the BACH

BACH committee 25th April 2019 at 7.00pm

Budget and Precept working party will meet in Nov 2019.

There being no further business, the meeting closed at 9.15pm.



Signed Chairman

Date 9th April 2019

Redacted