



West Monkton Parish Council

ADOPTED

Minutes of the virtual meeting of the Parish Council held on Tuesday 13th October 2020 at 7.00pm.

Present: Cllrs Besley, Cavill, Ellis, Elliston, Gage, Hall, Hope, Haskins and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Ms J Pearson, Clerk to Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden, Cllr Andrew Pritchard, District Councillor and Cllr David Fothergill, County Councillor.

161/20 To receive any apologies (with reasons), introductions with responsibilities

No apologies were received.

162/20 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.

163/20 To adopt the minutes of the last meeting of the Parish Council on 8th September and 1st October 2020

The minutes from the previous meetings of the Parish Council on 8th September and 1st October 2020, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meetings on 8th September and 1st October, proposed by Cllr Cavill, seconded by Cllr Hall and all agreed by show of hands.

164/20 To note Clerk's report and Assistant Clerk's report

Clerk's Report:

- Actions from previous meetings and other issues raised during the month:
 - Flooding at The Cottage, Mount Fancy and road drainage – meeting with SCC Highways and homeowners. SCC have undertaken to clear out the existing gullies and jet the drainage system around New Cross and dig out the ditch that runs down most of Greenway, cutting in additional grips off the highway back into the ditch, which will help to keep the amount of surface water on the road to a minimum. In terms of field run off, recommended works are to install a large catchment grate and pit across the lower side of the field gateway with a 9" drain running from this pit across the road to the drainage ditch the other side.
 - Climate Change Action Plan – research other examples, NALC guidance and Friends of the Earth recommended action points for Parish Councils and our proposed amended NP and Reversing Insect Decline Plan.
 - Arrangements for meeting with Persimmon on 2nd October, notes from meeting prepared and circulated.
 - Started to explore standard meeting IDs for different meetings. Parish Surgery now has one to ease with members of the public joining.
 - Began to develop supporting information for Sports Pitches Pre-Planning Advice application.
- BACH:
 - Electrical work carried out.
 - Work to install additional storage cupboards complete.

- Camera and conference speaker purchased and installed for use with the Screen.
- Further hirers starting to come back, have lost on of our main hirers until next year.
- Have a couple of new hirers.
- Attending BACH on daily basis during the week to ensure supply of cleaning equipment / hand sanitiser is sufficient.
- Regularly reviewing amended guidance to understand if it has an impact on any hires of the BACH.
- New QR poster and sign in sheet added at entrance as per requirements.
- Next Committee Meeting date to be confirmed.
- Meetings last month;
 - 1st September – Planning Committee Meeting
 - 3rd September – SALC Clerk’s Catch Up
 - 8th September - Parish Council Meeting
 - 8th September – Putting trees at the heart of our community (NALC)
 - 10th September – Virtual Parish Surgery
 - 16th September – CP Management Committee Meeting
 - 17th September - SCC Highways meeting – re The Cottage, Mount Fancy
 - 21st September - NP Illustrative Map progress meeting
 - 25th September – SLCC Virtual Branch Meeting
 - 28th September – Rebuilding Sustainable Communities (NALC)
- Meetings this month:
 - 1st October – Extraordinary Parish Council Meeting
 - 2nd October – MH1 Meeting with Persimmon
 - 5th October – NP Illustrative Map meeting
 - 6th October – WM Liaison Meeting
 - 6th October – Planning Committee Meeting
 - 8th October – Virtual Parish Surgery
 - 9th October – Neighbourhood Plan Meeting
 - 12-16th October – SLCC Virtual National Conference
 - 13th October - Parish Council Meeting
 - 16th October – Audit Working Party Meeting

Assistant Clerk’s Report:

- Actioned decisions made by Council.
- Attended virtual meetings of Cheddon Fitzpaine PC, Parish Surgery, WM Liaison meeting, WM PC Planning, Persimmon; SLCC/NALC; BHIB accounts/insurance training
- Distribution of daily and weekly newsletters ref corona virus pandemic.
- Parish administration
 - Dog bin installed at Bream Corner
 - Bin emptying on MH1 using footpaths for truck access to bin reported to SW&T and sorted out.
- Neighbourhood Plan
 - Revisions to NP Policies updated to include actions in support of ‘Reversing the decline of Insects’ report.
 - Liaison with Ann Rhodes on progress. Meeting at BACH to plan campaign.
 - Actual Map meeting to check progress: quotes from Sharp Cat for printing and distributing the NP map.
- CIL projects:
 - Bus shelters: Ongoing liaison with D Lacey (R W Gale) and BSL to co-ordinate two stage installation of base, S171 license for all parties. Confirmed acceptance of quotes and details for colour etc – sent in one document to BSL on 15/9/20
 - After discussion with Clerk, agreed that refurbishment of downstairs café at T-M centre would qualify as a CIL project.
- Planning

- NALC seminar on Climate emergency; Woodland Trust/NALC Trees; Create Streets conference
- Climate change
 - Application for SCC Climate Emergency Community Fund for pond in Country Park liaising with Somerset Wildlife Trust

165/20 SCC Report from Cllr D Fothergill

Cllr Fothergill provided an update on the work of SCC:

Coronavirus Update – there has been a significant uplift in infection rates over the last 10 days. Now 34.6 cases per 100k. Although the figures are a lot lower than other areas the cases in Somerset have tripled over the last 10 days. The main hotspot is in Somerset West and Taunton district, particularly in West Somerset which has over 45 cases per 100k.

Return to School: The number of children attending Somerset schools reached 56,410 on 10th September (92.4% attendance), before dropping slightly and then fluctuating between 88% – 94.3% - explained in part, by the required self-isolation of around 1,409 children from six schools after eleven positive COVID-19 tests in mid-September. Separately, Electively Home Educated pupil numbers have doubled – the estimate for September is 200 in comparison to highest total in previous years of 92.

2021 School Places: Whether a child is starting school for the first time, or transferring to their next school, applications need to be made through Somerset County Council's website: www.somerset.gov.uk/admissions. The deadline for applications for secondary school places is Saturday, 31 October 2020 and the deadline for primary school place submissions is Friday, 15 January 2021.

County Council Finances: Somerset County Council's significantly improved finances have been recognised by independent auditors in their end of year report. The turnaround in just two years has seen the Council move from an "adverse" conclusion to "unqualified" – going from a very challenging position to the top ranking. The findings from auditors Grant Thornton say the Council has made "significant progress" over the past two years in improving its position. This means the Council is now in a strong position to face unexpected financial challenges. Throughout the coronavirus pandemic Somerset has been more resilient than many other councils regionally and nationally.

£1m Climate Emergency Fund: From 1st October, City, Town and Parish councils across Somerset are invited to bid for between £5,000 and £75,000 for innovative projects that can make a real difference in reducing carbon emissions and can contribute to making Somerset resilient to the effects of Climate Change. For information about the scheme, eligibility criteria and application process, visit www.somerset.gov.uk/climate-emergency.

One Somerset: Four virtual briefing meetings for Parish and Town Councillors are being held on:

- Thursday 8th October 7pm
- Wednesday 14th October 7pm
- Thursday 15th October 1pm
- Thursday 15th October 7pm

Interested Members should email onesomerset@somerset.gov.uk to confirm their attendance, clearly stating which meeting they would like to attend. They will then be sent the link and joining instructions in advance.

Library Services: From Monday 5 October iPads will be available to job seekers looking for an extra bit of help in their quest for employment. The free iPad Loan Scheme from Somerset County Council is designed to help people looking for a new job or career but who may not have the IT skills or equipment they need. The tablets which are pre-loaded with links, information, and support for anyone in Somerset currently looking for employment are available for up to six weeks free of charge from Bridgwater, Chard, Minehead, Shepton Mallet and Taunton libraries.

The Somerset Fund: Grassroots community groups based in Somerset can now apply for grants up to £2,500 from The Somerset Fund. Somerset Community Foundation (SCF) manages the Fund and is encouraging applications from community groups that run on less than £100,000 per year. The grants are 'unrestricted', which means they can be used to pay for ongoing running costs. Applications to the Fund through SCF's website can be made until Friday 16 October 2020.

School Transport: Wearing face coverings on public transport services – used by pupils – is mandatory as part of the Government's COVID-19 guidelines but whilst it's not currently mandatory for pupils to wear coverings on dedicated transport all secondary age pupils who can, are now being urged to voluntarily wear coverings.

166/20 SW+T Council reports from Cllrs Tully, Pritchard and Cavill - no decisions

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Cllr Cavill reported that there is a great deal going on at SWT at the moment but quite a bit is confidential. There has been a lot of work on climate change and other issues.

Cllr Pritchard reported on the following:

E-Scooter Trial – There has been a press release that SWT has been chosen by government for E-Scooter trial – E-Scooters will be licensed to go on the road – discussion about bases ongoing.

Remembrance Day celebrations – majority will take place through a virtual format various links to be publicised.

Self-Isolation - Scheme for those having to self-isolate has just been launched – SWT overseeing.

World Mental Health Day 10th October - SWT and SCC initiative – range of resources publicised – Mental Health has been a particular issue during the Pandemic.

Carbon Neutrality and Climate Action Plan – Being scrutinised by SWT and SCC – it identifies things that can be done within the County. Setting metrics that can be worked towards by 2030.

Ecological Emergency – Declared by SWT – recognising the impact on biodiversity and ecology and what can be done to mitigate.

Phosphate levels – following a report by Natural England – this is a concern for the District – focus now needs to be on anything that we are doing that impacts on the phosphate levels. All river catchments that drain into the levels, the Tone is one of these. Any proposed development will need to demonstrate mitigating actions through Ecological Assessments to mitigate and ensure that there will not be a rise in phosphate levels from the proposal. Water processing plants do not currently remove phosphates; there is likely to be a need to invest in these processing plants.

Local Electricity Bill - supported by SWT. The Bill is currently going through Parliament. The Bill will make it possible for community schemes to start up and connect to the grid.

Community Chest - just been launched to help wider community groups which so far have not been able to get Covid-19 funding. Grants of up to £7.5k can be applied for.

National Green Homes Grant Scheme – SWT trying to publicise and encourage homeowners to take advantage.

Stronger Somerset – Business Case is available on a Microsite to look at.

Waste Recycling Centres - now on winter opening times.

Cllr Tully nothing to add.

Public Question Time

Members of the public present at the meeting did not ask any questions.

Cllr Elliston – Information has been delivered to households around the Coker site providing information about a proposed home for older people. Assistant Clerk confirmed that formal notification of the application has not been received from SWT yet. Application likely to be considered at November Planning Committee Meeting once it has been validated by SWT.

Cllr Hope – Raised concerns about phone call checks not being made on those people that should be quarantining. Cllr Fothergill confirmed that the information about those quarantining is held nationally and not locally.

167/20 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 6th October 2020, (listed on SW+T Council website); and to consider any others to date

The report from the Planning Committee meeting on 6th October, circulated in advance of the meeting was considered. Cllr Gage made reference to the Planning Committee report and asked for clarity as to whether the letter that he sent in advance of the Planning Committee meeting was read out at the meeting in his absence. Clerk confirmed that the letter was read at the meeting and that the Planning Committee report had been amended to reflect this.

The following recommendations from the WMPC Planning Committee on 6th October were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Hall, seconded by Cllr Besley and all agreed by show of hands.

48/20/0044 - Erection of 1 No. dwelling with carport/garages and parking and associated works on land south of Sidbrook, West Monkton. Parish Council comment: West Monkton Parish Council strongly objects to this application on the following grounds: the proposed dwelling is far too large for the site, and the street scene. No other property either side of Sidbrook has such a large garage to the front of the building, they are either integral, or to the rear, and the two garages which are to the front are much smaller. The location of the proposed building set back from the road will result in the gable end having an overbearing presence on the neighbouring property to the east. The ridge height of the proposed building is higher than any of its neighbours and the size, some 17 x 11 metres is larger than any other building in the cluster of 9 dwellings either side of the road. This little island of properties is unique in the parish and the proposed building does not fit the street scene in any way. The site was formerly farmed very sensitively, with a hay crop of meadow grasses being taken once a year, and local knowledge confirms this resulted in a population of dormice, deer, owls, bats, hedgehogs. More recently the grass meadow has been kept very short. The Ecology report does not include reference to the flora and fauna that formerly populated the site. The southerly end of the field abuts a woodland planting now some 7 years old to offset the environmental impact of Hartnells development, particularly for the bats. The Parish Council support the requirements specified by Larry Burrows. There is insufficient detail provided in the materials section of the application form; the Parish Council would have expected the colour and material of the tiles to be provided, and for the drawings to show the proportion of bricks to render and colour of the render, to fit in with the street scene.

48/20/0045 - Erection of a two-storey extension to the side at 61 Heathfield Drive, Monkton Heathfield. Parish Council supports this application.

48/20/0036 Conversion of barn into 1 No. residential dwelling with associated works at the barn near Oggshole Farm, Broomfield. Cllrs Haskins and Cavill declared personal interest in this application. West Monkton Parish Council supports this application with the following suggestions: the location of the treatment plant might need to be moved to allow the outlet to be in a dry area; the position shown on the plan looks to be a bit too close to the stream that arises on the western boundary. The soakaway may need to be reconsidered as well. Bearing in mind that the stream runs into Yalway Stream which feeds into the confluence at Bathpool, attention is drawn to the recent Natural England report on phosphates.

Notification of one additional planning application was received and the following comments were made:

48/20/0049 Erection of 1 No. detached dwelling with associated access, landscaping and ecological mitigation works on land to the south of Red Hill, West Monkton. Parish Council supports this application. Proposed by Cllr Cavill, seconded by Cllr Hall. Cllr Gage abstained. One Councillor voted against, the remainder of the Councillors voted in favour.

It was noted that Cllr Tully did not take part in any of the discussions or vote in relation to the planning applications to avoid fettering his discretion.

It was agreed that the Clerk would obtain maps illustrating the settlement boundaries in the Parish to inform future discussions of the Parish Council on planning applications.

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

Decisions noted.

Assistant Clerk confirmed that notification had been received that enforcement action will take place in respect of the big shed that has been erected in the grounds of Tresco, West Monkton.

Cllr Tully reported that following an appeal the Planning Application in respect of Nigella has been passed by the Planning Inspector.

168/20 MH Development

a) MH1: Update

i. Sports pitches

Cllr Hall provided an update. The new proposed plan for the pitches has been supported by Sports England in consultation with the Rugby Union and Cricket Board. Support of both Persimmon and Redrow has been received in writing.

The documents for the pre-planning application are now being prepared by the Clerk following a resolution being made at a previous Parish Council meeting to proceed with the application.

ii. Parks and Open Spaces – feedback from Persimmon meeting

Clerk reported that the SWT position in relation to its correspondence with Persimmon about the finalisation and handover of the parks and open spaces was different to that reported by Persimmon.

An inspection date for Persimmon and SWT is being arranged.

Cllr Hope has highlighted over 200 trees that need replacing in MH1 open spaces and along the A38 embankment. This information has been passed to Persimmon.

Cllr Hope reported that he had sent a picture of the ariel roundabout in Central Park that had become damaged – Persimmon have passed the issue to the supplier of play equipment.

Equipment in Deer Park play area also starting to come apart. Cllr Hope has attempted a repair.

b) Hartnells Farm Development: Update

Clerk confirmed that there was no update.

c) Retail units: Update

Clerk confirmed that there was no update.

d) MH2: Update

Clerk confirmed that Persimmon had indicated that a planning application for MH2 will be submitted in November. A.Penna however, expects the application to be submitted in the new year.

e) Land South of Langaller House: Update

Clerk confirmed that there was no update.

f) Feedback from WM Liaison meeting with A. Penna

Clerk confirmed that there was no further feedback from the meeting to report.

169/20 Environmental

a) CIL Projects:

Bridgwater Road Bus Shelters – update

Assistant Clerk confirmed that the S171 licence is being obtained by the Bus Shelter company from SCC.

Clerk outlined a request from the Church for a bench along the wall in the churchyard. It was noted that the Lengthsman had two refurbished benches available. Clerk to liaise with the Lengthsman and the Church about the bench installation at the proposed.

b) SCC Climate Change Emergency Community Fund Application

Assistant Clerk confirmed that a Memorandum of Understanding received from Somerset Wildlife Trust, had been circulated in advance of the meeting. Need to approve and sign and return. The Memorandum of Understanding was approved.

About £3k of £75k used in respect of the Somerset Wildlife Trust application so an application can still be made independently by the Parish Council. An application will be submitted for a grant for the dew pond and the forest school. The application is being developed to enable submission before the deadline. It was agreed that once the application was complete it could be submitted without needing to be approved by the Parish Council.

c) SWT Free Trees Offer

It was agreed to take advantage of the offer from SW&T Council as discussed at the Planning Committee meeting. The species to be purchased would be Beech and Lime, to be held in a temporary planting place until the position of Persimmon's handover to the Parish Council becomes clearer.

170/20 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

Mr Perry reported that a meeting had taken place at the end of September with Ben Thorne from FWAG, during which the plans of water flow in catchment were discussed. Given the size of the catchment it was suggested

that leaky dam sites on the Kingston stream should be identified. Mr Perry has spoken to the Environment Agency who have suggested looking at Maidenbrook Stream as the first stream. FWAG to supply a copy of the water flow catchment plans. Once flood areas identified FWAG will complete the grant application.

Mr Perry also reported that Storm Alex brought 74mm of rain over the area. Rivers coped nicely locally. Caused some anxiety with local residents about the level of the Old River Tone.

The Lay flat pipe has been assessed by the Environment Agency who have advised that the condition of it is ok for the next 12 months. If replacement pipe was needed it would cost £3.5k. It was noted that the Parish Council had made a commitment to support this cost in its financial planning / budget.

Mr Perry reported that a Somerset Prepared Virtual Event was taking place in October. With different sessions planned over three days, Mr Perry has booked himself onto the sessions related to flooding.

It was agreed that two life jackets / floatation suits would be purchased for Kevin to use in his duties as Flood Warden.

b) NP Delivery Group Chairman: Mr K Tutill / Assistant Clerk

Mr K Tutill sent his apologies. Assistant Clerk provided an update on progress.

Assistant Clerk reported that a meeting had taken place on 2nd October with Kelvin and the three Clerks to discuss a way forward with the NP revisions following the email received from Ann Rhodes about consultation arrangements during Covid 19. Although a referendum cannot take place until after May 6th 2021 there is plenty that can be done now to get to that point.

Six documents need to be submitted to the Inspector. The revised NP, the Consultation Statement, the Basic Conditions Statement, the NP Area Map, the SEA Screening Report and the SRA Scoping Report.

To satisfy the requirements, there is a need to demonstrate that consultation has taken place as widely as possible including with those who do not have internet access.

The revised policy document has been circulated to Councillors for comments. The proposal is then to tie the consultation on the proposed changes with delivery of the NP map to homes and businesses.

The quotes from Sharpcat for distribution of the map include a covering letter, the suggestion is that the covering letter both introduces the map and also explains about the NP review and offer ways for people to examine the proposed revisions. This will satisfy the requirement of consultation because it will go to every household and business in the parish. The covering letter will also include a flowchart rather than lots of words to illustrate the process / consultation stages. Subsequent required consultations will be satisfied through village news / website / facebook / noticeboards etc.

The NP map is nearing completion, some finessing to do – a draft has been shared.

Some of the costs of printing and posting will be offset by offering sponsorship to local businesses. Both parishes contacted businesses in the area. Quite a strong expression of interest. Cheddon Fitzpaine PC to consider sponsorship policy at November meeting. In the meantime, WMPC to continue with the process and send the draft map to local businesses providing the opportunity to sponsor the map.

The Sharpcat quote was considered and approved.

c) Councillors with roles of responsibility

Footpaths: Cllr Gage.

Cllr Gage reported that the pathways in Burlinch Wood have been cut and can now be walked. Allens Brook footpath along the side of the Country Park has detoured around the trees that have grown over the years, the intention is to put the footpath back so more adjacent to the stream.

BACH: Cllr Gage.

Cllr Gage reported that five new cupboards have now installed. One cupboard is being used for cleaning equipment. The remainder can be used by hirers.

Allotments: Cllr Haskins (Clerk)

Nothing to report.

Highways: Cllr Besley

Cllr Besley reported that he had received correspondence about the upkeep of Bridgwater Road. Following correspondence between the Assistant Clerk and SCC Highways the area has now been tidied.

Cllr Besley also reported that he had received correspondence from a resident in Acacia Gardens raising concerns about speeding through Bathpool and had requested mobile speed camera and better signage about the speed limit. Clerk to raise concerns and requests with the PCSO when discussing the Community Speedwatch Scheme.

Cllr Cavill reported that concern has been expressed about the new markings as you turn left into Acacia Gardens for the new cycle way which is quite tight from Acacia Gardens around to the crossroads. Cllr Cavill to take forward with Cllr Fothergill and SCC Highways.

Flooding: Cllrs Cavill and Hall

Nothing to report

Safe Routes to School: Cllr Tully.

Nothing to report

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

Cllr Hope reported that a lot of youngsters are gathering in play areas in double figures and taking dogs into play areas. Cllr Hope has spoken to the group about dogs not being allowed in the play areas.

Community Liaison/Transportation: Cllr Elliston

Cllr Elliston provided a report about the SALC / Spark Somerset Event which shared Parish and Town Council experiences / case studies about volunteering through the Coronavirus Pandemic and how to build on it and move forward. Three Parish Councils spoke giving examples of actions that were taken by each during coronavirus pandemic.

It was agreed that a Working Party should be developed to consider community actions including the development of a Contingency Plan and a volunteers / coordination group/ buddy system in the Parish.

It was noted that the Somerset Prepared Sessions next week included sessions on Contingency Plans – Clerk to join the session.

Cllr Cavill and Elliston to form the Working Party. It was agreed that a separate online Zoom meeting should take place to discuss the initiative further.

d) Communications Report

Clerk summarised the Communications Report and highlighted the two photographs that had been received for the Photo Competition that ended on 30th September. Both pictures to be shared on the Parish Council website.

e) GDPR

Clerk confirmed that there was nothing to report.

f) WMPC Chairman

Cllr Haskins reported that he was conscious that he has not been able to fulfil the Chair role as well as he felt he should due to other commitments. Cllr Haskins asked if anyone would like to take on the role to let the Clerk know. Cllr Haskins confirmed that he is happy to continue in the role but would not be offended if someone else wanted to take up the position.

Representatives on outside bodies/Response to Consultations:

g) West Monkton Village Hall Management Committee

Cllr Tully confirmed that he had nothing to report.

h) The Spital Trust

Cllr Ellis confirmed that a zoom meeting of the Spital Trust was scheduled to take place next week and that she would report back on the meeting at the next meeting of the Parish Council.

i) Any other events at which WMPC was represented

No other events

j) Consultations submitted

Police and Crime Commissioner's Coronavirus Recovery Survey, One Somerset Autumn Consultation and Road Enforcement and Safety where you live survey – it was agreed that individual responses would be submitted by Councillors in respect of these consultations.

The draft responses developed in respect of the Transparency and Competition and Planning for the Future consultation were discussed. It was agreed that if Councillors had any further comments to make then they should be sent to the Assistant Clerk by close of play on Wednesday 14th October with a view to the response being submitted on Thursday 15th October.

171/20 Assets

a) Asset Register

Assistant Clerk confirmed that the Asset Register was up to date.

172/20 Finance

a) Quotes:

None are outstanding. Sharp Cat quotes for printing have been notified but no decision required at the present moment

b) External Audit papers have been accepted by Auditor and are progressing through system. Should be signed off shortly.

c) Receipts and payments

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

Receipts

Interest Lloyds	£0.11
Nationwide	£3.11
PSDF	£8.55

Received from SW and T Council, grant £440.00 comprising £340.00 burial ground and £100.00 footpaths

Received from SW and T Council second half of precept £31659.76

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 (£to follow to be paid by direct debit)) together

Clerks salary (after tax) incl 6 months back pay £xx.xx to be paid by bacs

Asst Clerk (after tax) incl 6 months back pay £xx.xx to be paid by bacs

HMRC month 6 £576.67 to be paid by bacs

Homeworkers allowance Clerk £27.00 to be paid by bacs

Homeworkers allowance Assistant Clerk £27.00 to be paid by bacs

Clerk second quarter expenses £115.70 to be paid by bacs

Assistant Clerk second quarter expenses £13.68 to be paid by bacs

Lengthsmans services £ to follow to be paid by bacs

e.on annual electricity for phone box light £40.79 to be paid by bacs

St Augustine's PCC forwarded grant from SWTC £340.00 to be paid by bacs

QSS IT renew ESET license £29.99 to be paid by bacs

Any other invoices received before 13 October 2020 £ 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 Paul Elliston, seconded by Cllr A Hall and all agreed by show of hands.

To follow:

Mowgate hedge cutting CP/Maidenbrook Lane both sides inside and out cost to be advised and divided between the two Parishes

NALC training rebuilding communities/climate £30.00 per attendee (seven attendees) to be paid by bacs

Tacchi-Morris information for application for funds (CIL) to follow

Payments made since last meeting of WMPC

1. To note: Payments made using debit card

Enrolment for Virtual National SLCC conference 12 -16 October 2020 (training) £25.00+£5vat = £30.00

Viking Stationary Order including paper, inks, covid-19 measures £263.67 incl vat

2. To note payments by bacs/transfer:

Paid from BACH account: John Marchant electrical for dado trunking in Activity Hall £785.00 +£157.00vat = £942.00

3. To note payment by direct debit

Invoice 8457 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, for the servicing plan Tailored auto enrolment pension deductions: to follow

Invoice SWS 106866 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

Survey monkey annual subscription £320.00+vat £64.00=£384.00

Invoice 106733 SWS annual domain name renewal £24.00 incl vat.

d) WMPC Bank reconciliation

Bank reconciliation and budget check: please check on green financial sheet. Ask any questions by email.

The bank reconciliation for July is complete, no outstanding items.

General notes on spreadsheet

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) after 1st of the month. 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

Shows receipts between 1 September and 1 October, Includes interest from three bank accounts

WMPC Expenditure

Invoices dated after 1st September are shown on the October finance sheet.

Sundry admin Viking stationary £269.74+survey monkey renewal £384.00 = £653.74

Training First Instalment for Governance course £315.00 + attendance at Annual Conf SLCC £30.00= £345.00

e) BACH finance

The BACH Finance Sheet, providing the position in relation to the BACH finances to the 30th September 2020 was circulated in advance of the meeting and its contents noted.

173/20 Other matters for report only

Items for next meeting agenda – by Monday 2nd November 2020.

The date of the Budget / Precept meeting was agreed as Tuesday 17th November at 7pm via Zoom.

Confidential Session:

174/20 Country Park

Cllr Hall provided an update in relation to the Country Park.

175/20 Dates of forthcoming meetings

Future meeting dates will take place virtually through Zoom on the following dates.

Parish Council:

Second Tuesday in the month

2020: 10th Nov, 8th Dec.

Planning Committee

First Tuesday in the month

2020: 2nd Nov, 1st Dec.

Annual Parish Meeting: TBC

BACH Committee: TBC

Audit Working Party: 16th October 2020 9.15am.

Budget and Precept: 17th November 2020 at 7pm

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



Signed Chairman:

Date: 10th November 2020