



West Monkton Parish Council

## ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 13<sup>th</sup> December 2022 at 7.00pm.

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

**In attendance:** Mrs A Shepherd, Clerk, Mrs K Welsh Assistant Clerk Community, Mr K Perry, Bathpool Flood Warden and 3 members of the public.

### **322/22 To receive any apologies (with reasons), introductions with responsibilities**

Apologies were received from Cllr Elliston and Cllr Andrew Pritchard, District Councillor.

### **323/22 To note**

- a) Declarations of Interest: No change.
- b) Dispensation Requests: None
- c) Amendments to the Register of Disclosable Pecuniary Interest: None had been notified to the Clerk.

### **324/22 To adopt the minutes of the Parish Council meeting on 22<sup>nd</sup> November 2022**

The minutes from the Meeting of the Parish Council on 22<sup>nd</sup> November 2022, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 22<sup>nd</sup> November, proposed by Cllr Tully, seconded by Cllr Hall and agreed by show of hands.

### **325/22 To note Clerk's report and Assistant Clerk (Community) Report**

Clerk's Report:

Parish Administration:

- Actions from the last meeting / issues arising:
  - Ordered and accepted delivery for items for the storage container including boxes, a trolley, more lights and reflectors.
  - Asked SWT to look at whether two new litter bins can be installed next to the new bus shelters on Monkton Heathfield Road.
  - Free Trees collected.
  - Chased progress with the replacement of the steps at the rear entrance to Farrier Green park.
  - Responded to Devon and Somerset Fire and Rescue Consultation
  - Followed up SWT re play area improvements that are supposed to take place in this financial year at St Quintin's Play Park.
  - Reported unemptied bin near the allotments, it has since been emptied.
  - Thank you sent to Travis Perkins for the donation of wood for shelving in the Storage Container.
  - Contacted SWT regarding proposed dropped kerbs / other improvements in Elms Estate / Heathfield Drive / School Road – response awaited.
- Finance / Payroll:
  - Making payments / placing orders.
  - Managing / inputting Accounts using Scribe.
  - December payroll (including backpay) and finance reports.
  - Draft 2023/24 budget and precept proposals developed for consideration by the Budget / Precept Working Group at its meeting on 6th December.

Planning:

- Updating Planning Log with planning decisions / conditions weekly.
- Preparation of PowerPoint presentation in respect of planning applications received for PC meeting and submission of agreed response to planning applications.

MH1:

- MH1 S106 Agreement Variation – meeting with solicitor and development of annotated plan of MH1 POS with queries. Meeting with Developers solicitors to now be arranged – date to be confirmed.
- Response received from Persimmon / Redrow regarding proposed used of land next to Primary School as a Community Garden. Not agreeable to either a five-year lease or the PC purchasing the land.

MH2:

- Next meeting scheduled with SWT / Developers Consultant and Creech St Michael PC on 16th December.

Highways:

- Chased surfacing works at School Road with SCC Highways.
- Meeting with SCC / Neil Brant on 30th November
- Reported potholes on Dosters Lane – response received to indicate that they have been repaired.
- Reported calvert under Monkton Heathfield Road.
- Reported blocked gullies on Dosters Lane.
- Highways / drainage works at New Dawn, Gotton has been completed.

BACH:

- Researched and developed risk assessment and fire risk assessment for the BACH.
- Hearing loop install scheduled to take place on 23rd December.
- New alarm panel fitted, 10 new keys and fobs now available.
- Manning the warm hub and helping with Community Café.
- Next BACH Committee Meeting to take place on Thursday 19th January 2023 at 7pm

Meetings last month:

- 1st November – Agenda run through meeting
- 8th November – PC Meeting
- 9th November – LGR Clerks Session
- 11th November – MH2 Meeting with SWT / Planning Consultant
- 11th November – Introduction to Rights of Way Legislation SALC Training Session
- 15th November – Agenda run through meeting
- 22nd November – PC Meeting
- 23rd November – MH1 S106 Meeting with solicitor
- 24th November – Community Resilience Meeting
- 30th November – Traffic Modelling Meeting

Meetings this month:

- 6th December – Agenda run through meeting
- 6th December – Budget / Precept Meeting
- 7th December – LGR Session
- 13th December – PC Meeting
- 16th December – MH2 Meeting
- 20<sup>th</sup> – 23<sup>rd</sup> December – Annual Leave
- 23rd December – Hearing Loop Install at BACH

Assistant Clerk (Community) Report:

Community - General

- Monkton Matters – keeping MM up to date with new news and events as and when required. Sharing articles on Facebook pages.
- Updated Community Matters article and shared on Monkton Matters, Facebook and noticeboards.
- Organised and sorted cupboards to make room for Stay and Play equipment and to free space in the lobby.
- 'Warm Hub' schedule shared on Facebook and on noticeboards with flyers printed and shared at central locations around the parish.
- Helped to man the warm hub on Tuesday and Wednesdays.
- Run Community Café at the Stay and Play and set up stay and play area
- Met with local lady Sarah Tudor who is happy to provide meals in the community over the school Christmas period. Food Hygiene training completed and she has a number of helpers to join her on the planned dates.
- Created and shared schedule for Christmas meals on social media and with the local schools.
- Applied for funding for Warm Hub and Christmas Meals initiative.
- Registered the warm hub with Spark Somerset and we are now located on their map.
- Completed risk assessment for Warm Hub which was required by Spark in order to register as a warm hub.

- Received £400 funding for Christmas meals initiative.
- Sourced equipment for the warm hub/Christmas meal initiative, order submitted to Clerk for approval and ordering.
- Promoted Warm Hub on noticeboards and completed a leaflet drop at the bungalows on Heathfield Drive and shared leaflets with West Monkton Village Hall and Tacchi Morris.
- Responded to enquiries/requests via Facebook and by email to those in the community.
- Regular trips to Bookers to restock for the community café/garden and fridge.
- Promotion of our Community BAND Event – there are currently 21 people booked on.
- Successful first Community Quiz – with over 40 in attendance.
- Organised new dates in the new year for further Community quiz events at the Tacchi Morris.
- Promoted local bus service on MM
- Met with Anne from Spark Somerset to discuss support for our volunteering opportunities and other support that Spark is able to offer.
- Sent our Safeguarding Policy to Leonie at Spark to review and a few amendments have been recommended. A meeting with Leonie has been organised via zoom.
- Live streamed the Remembrance Service at the Country Park on the 11/11/22
- Responded to Waterwatchers following concerns of blocked drains and contacted SCC to log these concerns.
- Wrote report for the Village News for January's edition

#### Community Fridge

- Coordinating and managing volunteers, cleaning rotas and pickups.
- Appointed and supporting volunteer coordinator who is taking on more of a role at the Community Fridge, covering Facebook posts, promotion and signs at the fridge to encourage the community to follow rules and be respectful.
- Keeping in touch with volunteers to keep them updated and involved.
- Recruited an additional volunteer for the Community Fridge
- Ensuring volunteers photograph donations each day and keeping them stored on the shared folders for Environmental Health.
- Responding to complaints and concerns about community fridge users.
- Forwarded an order for a No Smoking sign for the Community Fridge
- Successful funding from Coop Group – Funding will be awarded in October at the end of a year of being nominated through the Coop Membership, members have to nominate us as their chosen local project so have been advertising this across the social media channels and will continue to do so throughout the year.
- Attempted contacting Crowcombe Community Transport to invite to meeting in January but have not had any response. I have instead contacted Nick Margison from SCC to come and talk to the Parish Council about a Community Transport Scheme for West Monkton Parish.

#### Community Cafe

- Running a weekly Community Café at the BACH over the school pick up period. Opportunity to meeting with the public to share concerns and to socialise.
- Meeting place for potential and existing volunteers to support, recruit and get feedback about the volunteering.
- Promote community events here.
- Tony Wearmouth PCSO to drop in and run any events here and Village Agent (New village agent appointed, waiting to hear who) attending regularly to meet clients and run drop ins monthly.
- A group of young people have become regular attenders of the café and they come after school for a hot chocolate.
- The café has been quieter this month although young people from years 5 and 6 arrived at 3pm and we have a busy hour at the end.
- Organisation of cupboards and cleaning equipment to ensure that we are working in line with environmental health guidelines.
- Organised and supported Rob with his Fixy Van to attend a Community Café session on the 15/11 which was a success.

#### Community Garden

- Community Garden group meet regularly at the BACH
- Cllr Paul Elliston works with this group regularly who have grown a number of different veg which have supplied the Community Fridge.

#### Other Volunteering

- Touching base with Companion Volunteer, who is now meeting regularly with a number of clients via the village agent in the community.

- Cllr Paul Elliston met with the litter pickers at the end of November, however this event is not well attended so we have asked the litter picking group what would work best for them and some volunteers are planning to collect litter picking equipment and go in their own time around the area they live.
- Employed a young volunteer to help me set up the Community Café and Stay and Play on a Thursday morning, to start 7/12/22.
- Ordered personalised Christmas Cards to thank volunteers for their hard work and support this year.
- Set up a spreadsheet to log all details of volunteers for easy access to any information required

#### General PC

- Attended PC meetings
- Attended 2 agenda run through meeting
- Created communications and clerk community report
- Attended 'Building CILCA online sessions'
- Attended Community Food Forum online meeting
- Attended CCS Community Building Conference in Merriot Village Hall
- Attended Cheddon Fitzpaine Parish Council Meeting
- Attended Emergency Planning meeting with WMPC
- Attended Toy Swap with Bethan Turner

#### 326/22 SCC Report

Cllr Cavill reported on the following:

**Somerset County Council Finances:** The latest budget monitoring figures for Somerset County Council show a projected overspend of £22.5m including a £12.7m overspend in adults and £16.8m in Children's services. Some savings have been made in ECI (Highways etc). Next year's revenue budget currently shows a gap of £44.5m.

**Local Government Reorganisation:** Following the Secretary of State for Levelling Up, Housing and Communities (DLUHC) decision to support the move to a single Unitary Council across Somerset, vesting day for the new Unitary Council remains as 1st April 2023.

**Council Tax:** A new, unified Council Tax Reduction Scheme targeting help at people on low incomes, care leavers, and foster carers has been agreed for Somerset from 1 April 2023 when the new Somerset Council comes into being. A single person with an income below £95 a week, or a couple with two children on a weekly income below £260, will be entitled to the full 100% council tax reduction. However, some families with an income below £500 a week could also be eligible for some support. Care leavers up to the age of 25 will continue to be exempt from Council Tax and an entirely new measure, not currently offered by any of the district councils, will give Somerset Council registered foster carers and qualifying Special Guardians a 50% reduction. Certain benefits for people with disabilities, war pensioners, families in receipt of child benefit/maintenance and carers will not be considered when income is assessed. The scheme for pension age applicants is set by Government and will continue unchanged.

**Single NHS Trust:** The board of directors at Somerset NHS Foundation Trust and Yeovil District Hospital NHS Foundation Trust have approved the business case to support the planned merger between the two NHS trusts. The new NHS trust will provide acute care and treatment from Yeovil District Hospital and Musgrove Park Hospital, community-based services, including the county's 13 community hospitals, and mental health and learning disabilities across Somerset. In addition, it will run 16 GP practices through the Symphony Healthcare Services subsidiary. If the business case is given the go-ahead by NHS England, then it's intended that the two trusts will merge, subject to feedback, on 1 April 2023. The new organisation will be called 'Somerset NHS Foundation Trust'.

**Ukraine refugees in Somerset update:** An appeal for private landlords to come forward with vacant, or soon-to-be vacant, properties for rent, has been launched. Accommodation is now needed as part of a planned pathway across all Councils for moving guests out of sponsor accommodation and into private accommodation. Somerset Councils are offering a one-off cash incentive of £1,000 per bedroom, with up to a maximum of £4,000 for homes with four bedrooms and above. Landlords will be asked to sign up Ukrainian tenants for a minimum 12-month term on a self-contained assured shorthold tenancy basis. They must also agree to a rent that sits within Local Housing Allowance rates. Full details of the incentive scheme, alongside terms and conditions, are available on [www.Somerset.gov.uk/Ukraine](http://www.Somerset.gov.uk/Ukraine)

**Domestic Abuse:** To coincide with the national campaign, 'Sixteen Days of Action' against domestic abuse, (25 November – 10 December), Somerset County Council has launched a new toolkit for employers. The campaign encourages employers to play their part in tackling domestic abuse and learn how to spot signs that an employee may be in an abusive relationship. The Council is encouraging all employers to check out the online resource at <https://somersetsurvivors.org.uk/domestic-abuse-employers-toolkit/> aimed at guiding them in how to support staff who may be affected by domestic abuse. The toolkit helps organisations do more to aid their employees through training on the signs to spot, how to help and protect staff and where to go for support.

**Annual Flu Vaccinations:** Residents are being reminded to protect their health and the health of people around them by getting their flu and Covid-19 vaccinations. If you're 50 and over, a frontline health or social care worker, pregnant, have a long-term health condition, or are a paid or unpaid carer, you are eligible for the free flu vaccine, and you can likely get the Covid-19 seasonal

booster. Children aged 2-15 years old are also eligible for free flu vaccination, which is delivered through either their GP for pre-school and school for school age children – parents need to sign a consent form. If you are eligible, you can book your seasonal Covid-19 vaccine using <https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/> or by calling 119

Somerset Business Survey: Now in its third year, the Somerset business survey has been developed with the Somerset Chamber of Commerce and the Federation of Small Businesses. It will give useful insight into current business challenges, such as inflationary pressures, supply chain issues, higher borrowing costs, ongoing recruitment and skills concerns, and the journey to net zero carbon emissions. The survey is anonymous, and no personal data will be shared with anyone outside of Somerset's Local Authorities. <https://somerset.inconsult.uk/AnnualBusinessSurvey2022/answerQuestionnaire?qid=8297763>

The following questions were asked following Cllr Cavill's report:

Cllr Gage asked if there is any restriction on increasing council tax? Cllr Cavill confirmed that an increase is limited to 2.99%. If an increase above this is proposed it has to go out to referendum which will carry some cost. It is unclear at the moment if an increase above this will be proposed.

Cllr Haskins enquired about the cost justification for purchasing the property in Greenway to provide housing for children in car. Cllr Cavill confirmed that if housing isn't available in Somerset, the Council has to look outside the area at considerable cost. Cllr Cavill confirmed that the Greenway property will be used as a home from home and therefore planning permission is not required.

Homes2Inspire are planning to attend a future Parish Council meeting.

Cllr Besley asked if there was any news on Cheddon Fitzpaine PC judicial review in respect of the CGR to form Taunton Town Council. Cllr Cavill confirmed that there is no news yet.

Cllr Haskins raised that there are a number of locations on roads in the Parish with cracks and grass growing out of them. The poor state of roads in and around the parish is due to surfacing works that used to take place no longer taking place. Patching work is instead taking place but if issues aren't marked for patching, then work doesn't take place even if in the same location. Cllr Cavill confirmed that he would feed back the issues to Cllr Fothergill to raise with SCC Highways.

Cllr Hall confirmed that the School Road surfacing works are scheduled to take place in February.

The flashing street lights on the ERR were raised. Cllr Cavill confirmed that the lights remain the responsibility of Persimmon until the ERR is adopted. Clerk to report the flashing lights to Persimmon.

### **327/22 SW+T Council Reports**

Cllr Tully reported on the following:

The focus is very much on Unitary at the moment. SWT Scrutiny meetings have not taken place for 2 months due to Councillor availability.

Planning Committee – More and more applications are coming through. A meeting of the Planning Committee took place last week and one application had to be deferred because the meeting overran.

Cllr Cavill reported on the following:

West of Staplegrove Development - the application is moving forward. Mitigation agreement has delayed the application significantly.

SWT Meetings – Many SWT Councillors are Unitary Councillors and therefore multi-hatted. There have been incidences of meeting dates / times clashing. This is likely to be the case in the interim until the Somerset Council is in place.

Tacchi Morris – Management Group have confirmed that the café is doing very well and have expressed their thanks to the Parish Council.

### **328/22 Chairman's Parish Asset Report**

Cllr Haskin's highlighted the following issues in the Parish:

- Blocked gullies. A gully sucker is needed, because the gullies are blocked water is running on the road instead and deteriorating the highways.
- Mead Way Play Area. Clerk to keep chasing SWT.
- Hartnells Arboretum – needs management. Clerk to chase Persimmon again with a copy of the photos.
- Proposed dropped kerbs on Elms Estate / School Road and Heathfield Drive. Clerk confirmed that these proposals have been raised with SWT and a response is awaited.
- Chain link fencing along path between Heathfield Drive and School Road – Clerk to check ownership with Sally Stark at SWT.

### **Public Question Time**

No questions were raised by members of the public present at the meeting.

### **329/22 Planning**

#### **a) To consider any planning applications (listed on SW+T Council website)**

Cllr Tully did not take part in any discussions regarding the planning applications to avoid fettering his discretion as a member of the SWT Planning Committee.

48/22/0072 Replacement of detached garage/outbuilding at Crooms Hill, Red Hill, West Monkton

The Parish Council supports the granting of permission and made the following comments in respect of the application:

- To comply with the WM & CF Neighbourhood Plan policies, measures for rainwater capture should be included and any lighting should be downlit and LED.

48/21/0042 Replacement of buildings at Hyde Lane Business Park, Hyde Lane, Bathpool (amendment to application - Amendment to site location plan and amended layout)

The Parish Council continues to object to the granting of permission for the following reasons:

- The proposed units remain at 8 metres high and are too tall for the site and would be completely overbearing on the bungalows and houses on the other side of the road (which is narrow). Although a comparison of height with the Rugby Club House is provided in the supporting information for this application, the Rugby club is not surrounded by houses and is out of the residential area and stands on a larger site.
- The proposed amount of parking is still inadequate for the number of employees that are likely to be working there. Inadequate parking could result in cars being parked on the road which is narrow.

48/22/0075 Erection of an isolation unit for the rearing of young stock on land adjacent to Hestercombe Road, Gotton (resubmission of 48/22/0001)

The Parish Council supports the granting of permission and made the following comments:

- The dirty water tank should be moved up the site to make access easier and more practical, the applicant who was in attendance at the Parish Council meeting indicated his agreement to this amendment.

48/22/0076: Erection of a single storey extension to the rear of 100 Bridgwater Road, Bathpool

The Parish Council supports the granting of permission and made the following comments in respect of the application:

- To comply with the WM & CF Neighbourhood Plan policies, measures for rainwater capture should be included and any lighting should be downlit and LED.

#### **b) To consider street trading consent application**

MA/54569 Application for street trading consent - Grills on Wheels -A38 layby

The Parish Council supports the granting of a street trading consent for Grills on Wheels at this location and made the following comments:

- The layby is known to flood at the eastern end.
- The trading unit should be set back on the verge to ensure that vehicles can still manoeuvre in and out of the layby.

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

Noted

### **330/22 Community**

#### **a) Update**

Assistant Clerk Community highlighted some recent issues with children messing around in the community fridge, unfortunately the incident was reported on the Heathfield Gardens Facebook page rather than the Community Fridge page. It was noted that Cllr Hope had arranged for some volunteers to man the fridge between 3 and 4pm but Assistant Clerk Community advised that the volunteers would require a DBS check. Instead a sign has been added in the Fridge advising those using it of the correct reporting channels should they witness anything of concern.

Clerk outlined a couple of requests that had been received from local families for financial support through the provision of food hampers. It was resolved to provide food hampers where requests are received with a spend of £20.00 per head up to a maximum spend of £500.00 and for the Clerk's to be reimbursed for the purchase of the hampers immediately. Proposed by Cllr Besley, seconded by Cllr Hall and agreed with all in favour.

Due to families struggling locally it was also agreed to put out a call for food donations in the local community and any donations can be used for the hampers.

Cllr Haskins to make improvements to the bottom of the Community Shed door.

Although there is low attendance at the Warm Hubs at the BACH, the current schedule will continue and be reviewed at the next meeting.

Cllr Haskins reported that he had been looking into the cover for the Community Fridge shed entrance and proposed a triangular sail rather than a cantilever structure which will be difficult to secure. Cllr Haskins to explore further.

#### **b) Monkton Inn – Asset of Community Value Application**

It was agreed that an application to register the Monkton Inn as an Asset of Community Value would be prepared and submitted.

#### **c) Community Garden update**

Cllr Hall reported that £2000.00 of grant funding has been received from WPA. The PC can now proceed with the plans to expand the community garden.

#### **d) Community Transport update**

Assistant Clerk Community confirmed that a meeting has been arranged for 20<sup>th</sup> January at 10.30am at the BACH for Councillors to meet with the SCC Officer to explore a community transport initiative further.

Cllr Hope reported that information in the form of a leaflet is available on the number 12 bus indicating that a community transport initiative is available in the Parish. Cllr Hope to provide Assistant Clerk Community with a copy of the leaflet.

Cllr Cavill confirmed that Monkton Heathfield is included in the area covered by the £1 bus fare.

#### **e) Feedback from Community Resilience Meeting on 24th November**

A grant application has been submitted and feedback has been received.

Nicola Dawson from the Civil Contingencies Unit has offered to meet with the PC to provide support with development of the Community Emergency Plan. Assistant Clerk Community to gather availability and arrange a meeting in the new year.

### **331/22 Highways**

#### **a) Feedback from meeting on 30th November with SCC / Traffic Consultant and agree next steps**

Cllr Besley provided a summary of the meeting that took place on 30<sup>th</sup> November. During the meeting there was an indication that the 20mph speed limit and weight restriction on Monkton Heathfield Road would end on 9<sup>th</sup> February 2023, however an email has been received since the meeting confirming that following the recent deployment of traffic counters, the mean speeds through the village are within the range that the Police should have a neutral view about making the speed limit permanent. In light of this, and given that only minor works to illuminate the 20mph entry signs are required, SCC will be proceeding with a permanent order for both the weight and 20mph limit, and ensure the Order is effective from 9<sup>th</sup> February onwards.

The full set of traffic counting data is awaited from SCC.

Discussions about the bus gate and / or alternative measures to reduce traffic flow on the Monkton Heathfield Road are continuing to be discussed. Any proposals that are developed will form part of a public consultation.

Matter to be discussed again at the January PC meeting once the traffic counting data is available and once SCCs position in relation to the bus gate is confirmed.

### **332/22 MH developments**

#### **a) MH2 Update**

Clerk confirmed that the next meeting with SWT, CSM PC and the Developers Consultant is scheduled to take place this Friday, 16<sup>th</sup> December at 9am.

#### **b) MH1 Update**

Clerk confirmed that there was no further update in relation to the S106 variation. Clerk to continue chasing.

Cllr Haskins confirmed that he had sourced paint ready to spray over the graffiti on the fence panel on MH1 /ERR.

#### **c) Sports Pitches Update**

Clerk confirmed that there was no further update.

#### **d) Hartnells Farm Development Update**

Clerk to email Persimmon and enquire again to request confirmation of when the play park will be installed.

### **333/22 Community Development Projects**

#### **a) CIL Projects:**

##### **Speed Indicator Device: Update**

Clerk reported that the SID has been deployed on the ERR but some adjustments to the settings is required. The results from this location will be circulated as soon as possible.

##### **Land next to new Primary School: Update**

Clerk reported that a response has been received from Persimmon and Redrow who have confirmed that they will not give a 5-year lease or offer the purchase of the land by the Parish Council. The Parish Council agreed to not take this project further as a result.



### **334/22 Country Park Update**

Cllr Hall reported that there had been vandalism of the Forest School, pictures of the fire damage were shared at the meeting. CCTV options are being explored to prevent further damage.

Pond signage has been added following Solihull incident.

16ft willows have been planted around the northern side of the pond 10m back from the ridge.

Two benches will be placed near the dedication stone, they are being delivered on Thursday, ground is being prepared for delivery. Ragwort management to take place in the spring.

Pond plants have taken really well.

### **335/22 Reports, including recent developments, matters to consider and decisions to be made:**

#### **a) Bathpool Flood Warden: Mr Kevin Perry.**

Kevin Perry reported on the following:

154mm of rain fell in Bathpool in November the most that he had ever recorded in a month.

There were 3 flood alerts in November. The Old River Tone rose by 1.76m rise in 11 hours. The pump was deployed and pumped for 54 hours of pumping in 3 periods. All houses stayed dry. Kevin Perry expressed a need for a permanent pump to be located there. The combined sewer didn't cope with the heavy rainfall and discharged in 2 gardens and the ran into old river tone and ended up in the river tone. The affected gardens have been treated by Wessex Water but this is an issue 3-4 times a year and nothing is being done in the short term to alleviate the issue. In the long term the plan is to put more sewer routes through. Since the heavy rainfall the river levels have dropped back down but some rain is forecasted for next week.

Leaky dams are doing their job. FWAG are looking at the Kingston Stream at the moment to see if a similar project can be delivered there.

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

##### **Footpaths: Cllr Gage**

Cllr Gage confirmed that he had nothing to report.

##### **BACH: Cllr Gage**

Cllr Gage reported that the fire alarm at the BACH is not currently working. The electrician is scheduled to come again in the morning to take another look.

##### **Highways: Cllr Besley**

Cllr Besley confirmed that he had nothing to report

##### **Safe Routes to School: Cllr Tully**

Cllr Tully confirmed that he had nothing to report.

##### **Public Open Spaces, Recreation and Children's Play Areas: Cllr Hope**

Cllr Hope confirmed that he had nothing to report

##### **Transportation: Cllr Elliston**

In Cllr Elliston's absence there was nothing to report.

#### **c) Communications Report: Update**

Parish Council Website

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

Parish Council Facebook Page:

- Page likes / followers now at 978
- 18,100 post reach
- 3900 post engagements
- Posts added sharing news items that are added to the website.

Monkton Matters

- Page likes / followers now at 293
- 18 new articles added in November
- Articles on Monkton Matters being shared on Monkton Matters Facebook page to pull users to the website.
- 1100 post reach
- 288 post engagements
- Business directory has details of 15 businesses so far.

Community Fridge Facebook Page:

- Page likes /followers 795
- 2904 post reach
- 2103 post engagements

Village News Contribution

- Developed by the Clerk's.



## Noticeboard Updates

- Updated noticeboards

## d) GDPR

Nothing to report

## Representatives on outside bodies/Response to Consultations:

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

Cllr Tully confirmed that he is now the Chair of the Village Hall Management Committee. The Hall has been experiencing problems with a slippery surface in the car park and are making enquiries about installing a grit bin.

Cllr Tully confirmed that the Committee are considering next steps in relation to insulation of the roof at the next meeting.

### f) The Spital Trust: Cllr Ellis to report.

Cllr Ellis confirmed that there was nothing to report.

### g) Any other events at which WMPC was represented;

No other events

### h) Consultations

Draft Firepool Masterplan public consultation - <https://firepool.commonplace.is/> Deadline 2nd January 2023

It was agreed that the Clerk would circulate the link to the consultation so that Parish Councillors can respond to individually.

## 336/22 Finance

### a) Budget and Precept for 2022-23 – to consider and adopt recommendations from Working Party

Following the Budget setting and precept meeting on 6<sup>th</sup> December 2022, resolution to approve the proposed budget for the year ahead 2023-2024 and to confirm the precept request for £121,710 for 2023/2024. WM PC portion of the Council tax per band D equivalent property will be £55.75, an increase from £30.74. Proposed by Cllr Hall, seconded by Cllr Tully and all agreed by show of hands.

### b) Finance Report:

#### Quotations and Updates:

- CIL projects
  - MH1 Tree Planting
    - Quote received from Wee Trees for the remaining required tree planting in MH1.  
205 trees and stakes / ties etc.  
£27542.20 + VAT (3415.94) = Total £30958.14  
Reduced from:  
£52674.19 + VAT (£7325.33) = Total £60000.52 following tree size reduction.  
Resolution to accept the quotation in principle but to delay planting until February 2023 once matters relating to the S106 variation are concluded  
Proposed by Cllr Cavill, seconded by Cllr Hall and all agreed by show of hands.
  - Oak Posts at Cherry Grove Crossroads
    - Prices for replacement timber posts:  
Option 1:  
Six Fresh Sawn Oak posts 1050x 120 x 120mm, peaked tops supply only. Lump Sum £390.00 (£65 each) plus VAT.  
Option 2:  
Soft wood approximately £30 for a 2.4 metre length. Three lengths required. Total cost approximately £100.00  
  
Alternative quote to be obtained from Somerset Timber for oak posts.
  - Refurb of St Quintins play area agreed and scheduled to be done by DLO this financial year. Progress update requested.
  - Refurb of Meadway play area will be part of SWT scheduled maintenance this financial year. No cost to PC. Progress update requested.

- Tree Planting at Country Park  
£800.00 donation received from Howdens.  
Five specimen trees, options:  
Betula Pendula (Silver Birch) - £764.75  
Sorbus Aucuparia (Rowan) -£780.25  
Betula Utilis Jacquemontii (Himalayan Birch) -£731.25  
Pyrus Chanticleer (Ornamental Pear) -£780.75  
Tilia Cord (Orange Twig Lime) -£755.70  
  
Resolution to accept quote for 5 x Betula Pendula  
Proposed by Cllr Gage, seconded by Cllr Hall and all agreed by show of hands.
- Community Fridge Bench  
Old bench frame to be re-slatted for use in the community fridge area by the Lengthsman. A base is required for the bench, Cllr Haskins to liaise with Parish Lengthsman.
- Stone wall at Spital. Quote received from Benjamin Henry to build the wall. The total cost would be £3828.00. Clerk to liaise with Spital Trust about an alternative to a stone wall construction in view of the cost.
- Clerk outlined a need to purchase new scales for the Community Fridge. Cllr Ellis may have a set available that are suitable. If not, Clerk to proceed with the purchase of new scales.
- Insulate roof at Village Hall, under discussion, waiting for further info and description of grant chasing efforts from Village Hall Management committee. Info sent , with link to site, to VH committee from Rural Grants Directory section on Village Halls.
- Environmental  
Quote for Farriers Green ramp by DLO accepted, but M Davies no longer in role at SWT so may be a delay. Progress update requested.

#### 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**

Somerset Rivers Authority – Leaky Dams Grant	£2,425.20
Interest Lloyds	£2.68
Nationwide	£37.44
PSDF	£130.44
Unity Bank	£TBA
Hampshire Trust (BACH)	£38.42
Somerset Community Foundation – Grant for Warm Hub	£400.00
Howdens Donation for Tree Planting in Country Park	£800.00

## Payments

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
<b>To authorise payment of:</b>						
A Pritchard litter picking	xx.xx	No vat	xx.xx	d-d	Salaries and expenses	Wages pd into pension, see below
Employee pension contributions	188.17	No vat	188.17	d-d	Salaries and expenses	Pension contributions
Employer contributions	141.13	No vat	141.13	d-d	Salaries and expenses	Pension contributions
A Shepherd Clerks salary SCP31 (including back pay)	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Clerk's Salary
K Welsh assistant clerk-community salary SCP 27 (including back pay)	xx.xx	No vat	xx.xx	bacs	Salaries and expenses	Assistant Clerk Community Salary
T Cavill Assistant Clerk back pay (1 <sup>st</sup> April to 31 <sup>st</sup> July 2022)	xx.xx	No vat	xx.xx		Salaries and expenses	Assistant Clerk's Salary
HMRC Tax and NI Contributions	2018.53	No vat	2018.53	bacs	Salaries and expenses	Tax and NI Contributions
A Shepherd homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Homeworkers allowance
K Welsh homeworkers allowance	27.00	No vat	27.00	bacs	Salaries and expenses	Homeworkers allowance
S Rolls Lengthsman services	309.88	No vat	309.88	bacs	Environmental and Open Spaces	Lengthsman Services
Business all about you Climate Initiative PR WMPC 23	162.50	No vat	162.50	bacs	Environmental and Open Spaces	Environmental / Community
QSSIT regular maintenance / monthly sub	33.90	6.78	40.68	bacs	IT and Communications	IT
Expenses claim A Shepherd (Travel)	63.04	No vat	63.04	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim K Welsh (Travel)	225.45	No vat	225.45	Bacs	Salary and expenses	Clerk's Expenses
Expenses claim K Welsh (Community Café items)	105.56	11.01	116.57	Bacs	BACH	Community Events
Expenses claim K Welsh (Volunteer Christmas Cards)	47.45	5.50	52.95	Bacs	Youth and Community	Youth and Community
Expenses claim K Welsh (Stay and Play equipment)	22.89	No vat	22.89	Bacs	Community Infrastructure Levy	CIL Expenditure
Expenses claim S Haskins (Storage Container insulations and shelving)	619.17	123.83	743.00	Bacs	Community Infrastructure Levy	CIL Expenditure
Expenses claim A Hall (Flag pole cord)	26.60	No vat	26.40	Bacs	Country Park	Country Park
Expenses claim B Gage (Hoover bags)	11.98	No vat	11.98	Bacs	BACH	Cleaning supplies
Viking (Warm Hub kitchen items)	62.77	12.55	75.32	Bacs	BACH	Community Events
Viking (Storage boxes)	248.94	49.79	298.73	Bacs	Community Infrastructure Levy	CIL Expenditure
Viking (Warm hub kitchen items)	19.99	4.00	23.99	Bacs	BACH	Community Events
Viking (Warm hub kitchen items)	48.99	9.80	58.79	Bacs	BACH	Community Events

Payee	Net	Vat	Total	How paid	Cost Centre	Cost Code
Cheddon Fitzpaine Parish Council (50% contribution to Forest School invoice)	423.70	No vat	423.70	Bacs	Community Infrastructure Levy	CIL Expenditure
Imperial Fire and Security Limited (Replacement Alarm Panel and fobs)	369.04	73.80	442.84	Bacs	BACH	Improvements
Expenses claim A Shepherd (Storage container trolley, reflectors and lights)	120.12	17.83	137.95	Bacs	Community Infrastructure Levy	CIL Expenditure
Expenses Claim B Gage (Christmas Trees)	170.00	No vat	170.00	Bacs	Youth and Community	Youth and Community
Expenses Claim A Shepherd (Gift for Kelvin)	100.00	No vat	100.00	Bacs	General Administration	Sundry Admin and Equipment
Expenses Claim A Hall (County Park signage)	130.25	No vat	130.25	Bacs	Country Park	Country Park
Expenses Claim G Hope (Christmas Tree base and chair)	33.50	No vat	33.50	Bacs	Youth and Community	Youth and Community
<b>To note payment of:</b>						
<u>By Card</u>						
Amazon (Toilet rolls)	15.99	No vat	15.99	Card	BACH	Cleaning supplies
Amazon (Warm hub kitchen items)	8.99	No vat	8.99	Card	BACH	Community Events
Amazon (Warm hub kitchen items)	19.99	No vat	19.99	Card	BACH	Community Events
Amazon (Warm hub kitchen items)	122.00	No vat	122.00	Card	BACH	Community Events
Amazon (New First Aid Box)	14.99	No vat	14.99	Card	BACH	Other supplies and equipment
<u>Direct Debit</u>						
Invoice Tailored Auto Enrolment 8961 29/11/2022 (Pension administration)	12.00	2.40	14.40	DD PAID	Salary and Expenses	Workplace Pension Management
Invoice SWS 111314 2/12/2022 maintain gsuite	59.80	11.96	71.76	DD PAID	IT and Communications	Communications
Invoice SWS 111272 web-lite hosting (MM) and standard mailbox 20/11/2022	23.00	4.60	27.60	DD PAID	IT and Communications	Communications
Invoice SWS registration / renewal of .net domain westmonkton.net	22.00	4.40	26.40	DD PAID	IT and Communications	Website

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

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

Proposed by Cllr Gage, seconded by Cllr Hope and agreed by show of hands. Cllr Cavill abstained.

**Transfer between accounts**

None

**c) Budgeting Report (incorporating BACH Accounts)**

The budgeting report for the accounts to the 30<sup>th</sup> November was presented and noted.

**337/22 Other matters for report only – items for discussion - no decision**

**a) Items for next meeting agenda - by Monday 2nd January 2023 or Monday 16th January 2023**

Cllr Hall reported that he is attending a meeting at the Heritage Centre tomorrow to gather photos for inclusion in WW1 display boards for the Country Park.

Cllr Hall reported that lighting of the Beacon will be scheduled in 2024 to mark the 80th Anniversary of D Day. Beacon lighting will not take place for the Kings Coronation.

**338/22 Dates of forthcoming meetings:**

Parish Council:

Second Tuesday in the month (Business focused meeting)

2023: 10th Jan, 14th Feb, 14th Mar, 11th Apr, 9th May, 13th Jun, 11th Jul, 8th Aug, 12th Sep, 10th Oct, 14th Nov, 12th Dec

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

2023: 24th Jan, 28th Feb, 18th Apr, 23rd May, 27th Jun, 25th Jul, 26th Sep, 24th Oct, 28th Nov.

Audit Working Party: 20th January 2023 at 9.30am (Virtual)

Annual Parish Meeting: 28th March 2023 at 7pm

BACH committee 19th January 2023 at 7pm

Budget and Precept TBC November 2023

Meeting finished at 9.55pm



Signed Chairman:

Date: 10<sup>th</sup> January 2023

Adopted Redacted