



West Monkton Parish Council

ADOPTED

Minutes of the virtual Annual meeting of the Parish Council held on Tuesday 4th May 2021 at 7.00pm.

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

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Sammie Millard-Jones, Clerk to Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden, Kelvin Tutill, NP Delivery Group Chairman, Cllr David Fothergill, County Councillor and two members of the public.

62/21 To receive any apologies (with reasons), to minute that a quorum is present

Apologies were received from Cllr Elliston. A quorum was present at the meeting.

63/21 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.

64/21 Election of Chairman

Cllr Haskins was proposed to be Chairman by Cllr Hall and seconded by Cllr Cavill. All agreed by show of hands.

65/21 Election of Vice Chairman

Cllr Hall was proposed to be Vice Chairman by Cllr Hope and seconded by Cllr Besley. All agreed by show of hands.

66/21 Acceptance of Office forms to be received by Clerk for Chairman and Vice Chairman

Acceptance of Office forms to be signed at the June meeting.

67/21 To adopt the minutes of the last meeting of the Parish Council on 23rd April 2021

The minutes from the previous meeting of the Parish Council on 23rd April 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 23rd April, proposed by Cllr Hall, seconded by Cllr Cavill and all agreed by show of hands.

68/21 To review delegations:

To the Clerk

In consultation with the Chairman, for grant of dispensations. Agreed by show of hands.

To the BACH committee

The day to day running of the BACH will be by the BACH committee, minutes (including resolutions) will be ratified by WMPC. All agreed by show of hands.

69/21 To review terms of reference for Committees and Working Party Groups:

- a) Planning Committee: that in accordance with previous practice and to ensure that a quorum is achieved, all Councillors shall be members of the Planning Committee.

It was agreed that, in accordance with current practice and to ensure that a quorum is achieved, all Councillors shall be members of the Planning Committee. All agreed by show of hands.

- b) Audit Working Party Group: review / confirm members of the Audit Working Party Group.
It was agreed that the existing members of the Audit Working Party; Cllrs Haskins, Hall, Gage and Tully would remain. All agreed by show of hands

70/21 To review and adopt current Standing Orders, Financial Orders, Code of Conduct as available on West Monkton web site and to record by Minute of Council that the conditions of the General Power of Competence are satisfied and that email service of agendas is acceptable.

All current Standing Orders, Financial Orders, Code of Conduct as available on West Monkton website and to record by Minute of Council that the conditions of the General Power of Competence are satisfied. Having been reviewed by Cllrs prior to the meeting it was agreed that the documents were acceptable and the conditions had been satisfied. It was further agreed that email service of the agendas is acceptable.

71/21 To review/confirm representatives on external bodies: with reporting back to Parish Council

- a) The Village Hall Management Committee: Cllr Tully confirmed that he was happy to continue in this role, he is also a Trustee.
b) The Spital Trust: Cllr Ellis confirmed that she is happy to continue in this role.

72/21 To discuss Councillor roles and responsibilities and agree:

Member responsible for Footpaths: Cllr Gage happy to continue.

Member responsible for BACH and BACH Chairman: Cllr Gage happy to continue.

Member responsible for Allotments: Cllr Haskins happy to continue with support from the Clerk

Member responsible for Highways, Cllr Besley happy to continue.

Member responsible for Water Resilience, Cllr Hall and Cavill happy to continue.

Member responsible for Public Open Spaces/ Children's Play Areas and Recreation: Cllr Hope happy to continue.

Member responsible for Safe Routes to School: Cllr Tully happy to continue.

Member responsible for Community Liaison /Transportation; Cllr Elliston although absent, was understood to be happy to continue.

Member responsible for Local Government Re-organisation: Clerk described the new role. Cllr Tully and Cavill confirmed that they were happy to take up the role.

73/21 To note that the Register of Assets is up to date and is due for review in October 2021.

Noted, and Register is up to date and on the website.

74/21 To confirm that the Council is insured with BHIB Limited and the policy will be renewed in June 2021 for a 3 year term.

The policy from BHIB expires in June 2021 and a new three year term will commence. Assistant Clerk confirmed that alternative quotes had been obtained but that BHIB was the most competitive. The policy was noted and confirmed.

75/21 To consider and confirm continuation of annual subscriptions to Somerset Association of Local Councils (SALC), Society of Local Council Clerks (SLCC), Community Council for Somerset (CCS) and CCS Buildings.

It was resolved to continue the subscriptions made to SALC, SLCC, CCS, CCS Buildings, all of which provide valuable professional advice, training and support for Clerks and Councillors.

76/21 To note Clerk's report and Assistant Clerk's report – no decisions. Written report only. Any comments by exception.

Clerk's report:

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

- Email to Dan Mawer – The New Adoptions Manager at Persimmon providing the list of outstanding issues.
- MH2 District Centre Poll / Survey developed and publicised.

- Rebecca Pow MP Letter re Broadband in new development. Response received confirming that Rebecca Pow MP has written to government on our behalf. Response received from Government – copy circulated.
- Sports pitches – emailed and chased Persimmon regarding them making an application to vary the S106 agreement in respect of the sports pitches. Contacted SWT Officers – no contact has been made by Persimmon regarding making an application to vary the S106 agreement in respect of the sports pitches.
- Sports pitch meeting scheduled with SWT Officers and FA and Persimmon on 4th May.
- Coombe – weight / width restriction raised with SCC. Site meeting to take place.
- Chainsaw carving – contact made with local business owner Bobby Forward who can carry out the work. Item included on the PC agenda to discuss ideas and next steps.
- Enquiries about ownership / responsibility of Bus Shelter at Hankridge which has been damaged for some time. No one is accepting ownership; Savills as the Management Agent are asking the Deane Retail Park owners if they will organise its replacement.
- Reported condition of ROW around MH1 / ERR reported to Persimmon.
- Emails requesting clarification of the A3259 road closure for the WRR works and expressing concerns about the impact it will have on increased road use through the lanes.
- Email of thanks from a member of the public for the new gates on footpaths in the Parish.
- Reported damaged bridle crossing on ERR to Persimmon who were aware of the issue and a contractor is organising the repair / replacement.

Other Parish Administration:

- Annual Parish Meeting arrangements / speakers. Finalised and published the 2021 Annual Report, will be included in the next edition of the Village News.
- Community Website meeting and development of proposal, discussion with SWS and revised quote received. SWS instructed and work is underway to build the site.
- Tacchi Morris Grant Orders
- Enquiries with Opus Energy about taking over the supply of the Hardys Road / Brittons Ash box.
- Researching government advice regarding the return to face to face meetings. Provisions that expire on 7th May are not going to be extended. All formal meetings of the Parish Council after 7th May must take place face to face in order to be lawful.
- Enquiries with Persimmon / Redrow about transfer of ownership of retail unit car parking spaces to the Parish Council. Also with Planning Enforcement about the absence of the path between the Redrow spaces and the pavement opposite the primary school.
- Actions from WM Liaison Meeting on 20th April.
- Country Park Planning Application / Enquiries with SWT Planning.
- Weekly update of planning log with SWT decisions / conditions of permissions.
- Follow up enforcement action in relation to the MH1 attenuation ponds.
- Consultations – reviewing and developing responses.

BACH:

- BACH reopened on 12th April for a small number of bookings most bookings will return from 17th May.
- School no longer using office / lobby for music / singing lessons.
- Office tidied and A3 printer returned to the office.
- Finalising 2020/21 accounts / records ready for internal audit. Audit file passed to Internal Auditor.
- Review of Risk Assessment completed and published on website.
- Next Committee Meeting date to be confirmed.

Meetings last month:

- 6th April – Planning Committee Meeting
- 8th April – Parish Surgery Meeting
- 20th April – WM Liaison Meeting
- 21st April – CRT South West Annual Public Meeting

- 22nd April – Meeting re Regeneration of former Taunton Land Rover Premises
- 23rd April – Audit Working Party Meeting
- 23rd April – Deferred Parish Council Meeting
- 26th April – Local Government Reorganisation Meeting with SCC
- 27th April – Planning Committee Meeting (one week earlier)

Meetings this month:

- 4th May – Sports Pitch meeting with SWT and FA
- 4th May – Annual Parish Council Meeting
- 13th May – Parish Surgery

Assistant Clerk's report:

- Actioned decisions made by Council.
- Attended virtual meetings of Cheddon Fitzpaine PC, Parish Surgery, WM Liaison
- Participated in CCLA advice on Public Sector Deposit Fund ref negative equity.
- Distribution of daily and weekly newsletters ref corona virus pandemic.
- Parish administration
- Ordered new noticeboard for School Road Co-op 19.3.2021 6 – 8 weeks.
- Attended seminars on Unitary Proposals, SCC, Districts
- Attended regular SCC updates/forum on LGR/covid/highways
- Dealt with Grant enquiries for climate resilience/insulation.
- Site meeting with SWT to establish ownership and future actions regarding bench at Farriers Green attenuation pond.
- Neighbourhood Plan
 - Handled correspondence with consultees about Regulation 14 – from 22nd Feb to 30th April.
 - Set up data base for Reg 14 responses and populate appropriately. Meeting on 4th May to consider responses.
- Site visit with Lengthsman for all 13 Park signs, permissions to install received from Persimmon, Canal View and Agin hills management groups.
- Dealt with graffiti on new park signage, including site meeting
- CIL projects:
 - Footpaths...on going, postcrete ordered, delivered and stored for posts.
- Planning
 - Applications forwarded and powerpoint presentations prepared. Check applications for compliance with NP.
 - Attended Create Streets seminars on Urban Design and Planning
- Climate change
 - On-going with B Turner.
 - Wildflower seed Initiative, ongoing.
- Finance / Audit Working Party
 - Circulate newsletters from CCLA to members of Audit Working Party
 - Preparation of documents for next quarterly meeting
 - End of year details discussed with AWP
 - Meeting with Internal Auditor to hand over end of year documents for WMPC receipts and payments accounts and AGAR sections one and two.
 - End of year CIL report prepared and submitted to SWT.

The agenda was interrupted to take Item 17 'SW+T Council Reports'

77/21 SW+T Council reports from Cllrs Tully, Pritchard and Cavill

Cllr Tully reported that three SWT Full Council meetings had taken place. Hazel Prior-Sankey has been confirmed as Chair of Council.

Cllr Cavill reported that restart grants from Covid 19 continue to be paid out. £14m has been paid out to businesses. Any businesses that haven't received the restart grant should make contact.

One of the SWT Full Council meetings dealt with the Local Government Re-Organisation Poll. QC advice has been sought. The poll will go ahead but no marketing or promotion of respective business cases can take place. The poll will take place after the elections on 6th May. SCC are not taking part as they believe it is contrary to Secretary of State advice.

SWT Executive Members have changed - Dixie Darch now in charge of Climate Change, Andy Sully – Environmental and Caroline Ellis – Culture.

Charging points being installed by DC – one at Deane House and one at Blackbrook Leisure Centre.

From 5th May – no access along A3259 for 11 weeks for WRR tie in works.

Community Renewal Fund is currently live. Bids can be submitted to SCC up until 10th May for SCC to then send a bid to Government. Somerset Community Food Growing grant also an option.

The agenda was resumed

78/21 SCC Report from Cllr D Fothergill

Future Parish, Town and City Council meetings: The government announced on the 25th March that the Coronavirus regulations allowing for remote Parish, Town and City Council meetings would not be extended beyond 6th May 2021. A subsequent legal challenge launched by Hertfordshire County Council has failed in the High Court and effectively means that all Council meetings scheduled for the 7th May or later will now have to be held in public, face-to-face. The Government have however launched a consultation on allowing remote or hybrid meetings on a permanent basis via their website: <https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence/local-authority-remote-meetings-call-for-evidence>

Road map out of lockdown: From 17th May most legal restrictions on meeting others outdoors will be lifted - although gatherings of over 30 people will remain illegal. Indoors, the Rule of 6 or 2 households will apply. Most businesses but those in the highest risk sectors will be able to reopen including indoor hospitality. Venues will not have to serve a substantial meal with alcoholic drinks; nor will there be a curfew. Customers will, however, have to order, eat and drink while seated. Other locations to open include indoor entertainment such as cinemas and children's play areas; hotels, hostels and B&Bs; and indoor adult group sports and exercise classes. Up to 30 people will be able to attend weddings, receptions and wakes, as well as funerals. The final step of the road map is scheduled for June 21st

Coronavirus infection rates: As at 30th April the number of confirmed Covid cases in Somerset was 20,272 (up from 19,982 on 1st April) and the number of Covid-attributed deaths 796 (787). The rate per 100,000 stands at 13.7 for Somerset with Mendip at 17.3, Sedgemoor at 17.0, South Somerset 10.7 and SW&T at 11.6. The number of total deaths across the County is currently 20% below the 5-year average and the latest R-value for Somerset is between 0.7 and 1.1. It is vitally important to remember, even those who have had a jab, to observe Hands-Face-Space and to Ventilate indoor areas at all times.

Somerset Coronavirus Support Helpline: A single phone number continues to be available for anyone in Somerset who needs Coronavirus-related support. 0300 790 6275, is open seven days a week from 8am to 6pm.

Vaccination programme roll-out: Somerset has one of the highest vaccination rates in the country with the latest figures showing 324,147 having received at least their first vaccination or 70% of the 16+ population. In addition 151,528 have received their second dose. Take up rates across the County of the first dose remains very high: 80+ (98.7%), 75-79 (100%), 70-74 (99.7%), 65-69 (92.0%), 60-64 (97.4%), 55-59 (96.3%), 50-54 (90.8%) and 45-49 (61.2%).

One Somerset: The government's public consultation (the only guaranteed way for the public to have a say) into changing the way local councils work in Somerset ended on the 19th April. For more information visit:

www.onesomerset.org.uk

Motorcycle Road Safety: Somerset County Council's road safety team, have launched Raise your Ride, an exciting new initiative for motorcyclists who make up only c.1-2% of traffic, but represent c.21-23% of all road casualties in the UK. The next Raise your Ride events are in Wellington on Sunday 23 May, Frome on Sunday 20 June and Yeovil on Sunday 5 September. The cost for the day is £45 per person. For more information visit www.somersetroadsafety.org/page/raise-your-ride/124/

Primary School places: This year more than 98 per cent of Somerset children were offered a primary school place at one of their top three choices, the County Council's latest school admission figures show. Of the 5,365

primary school applications received this year: 1st preference met – 94.58 per cent (5,074 applications), 2nd preference – 3.37 per cent (181 applications) and 3rd preference – 0.56 per cent (30 applications).

Care provider support: Somerset County Council have agreed an additional £8.6 million package for 2021/22 for Care providers to help them mitigate against the financial impact of the Covid-19 pandemic. The total includes a £4.5 million substantive fee increase, and a £4.1m additional one-off 3% Covid supplement paid as a lump sum at the beginning of the financial year to help providers with cash flow.

Kickstart work placements: Somerset County Council has partnered with local employers to offer 50 six-month work placements through the Kickstart Programme, and the vacancies are now live. There are a variety of placements available that could lead to permanent jobs including laboratory stewards, engineering assistants, teaching assistants, business administration roles, grounds assistants, Young People's Champions and more. The Kickstart Programme offers young people aged 16-24 who are claiming Universal Credit the chance to land a six-month work placement, paid at national minimum wage for 25 hours per week. Details are available through the Young Persons work coach at their local job centre.

Coastal Story Walks: Somerset's seafaring heritage and lost legends are brought to life in a new set of 'story walks' being launched by the County Council. Created by local poet Chris Jelley, and brought to you by the Rights of Way Team, the set of 12 Storywalks can be accessed by phone or tablet connecting walkers to the local landscape and history. The walks are between one and five km long and are set from Brean Down in the north to Minehead in the west. Simply go to the England Coast Path Story walks page

<https://englandcoastpath.storywalks.info/>

Duke of Edinburgh Awards Scheme: Young people inspired by the recent media attention about the D of E charity are encouraged to get in touch to learn new skills, take part in physical activities and gain an award at the end. In addition those who started an award at school, college or in a group such as Guides or Scouts, but didn't finish are also encouraged to get in touch. A Somerset Bursary Fund offers grants to enable disadvantaged young people in Somerset to complete a D of E programme. Those aged between 14-24 living in Somerset who would like to know more are encouraged to get in touch by emailing DofE@somerset.gov.uk

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

Cllr Gage asked if people that have tested positive in the last few weeks, have had the vaccination yet? Cllr Fothergill confirmed that he wasn't able to answer the question, even if people are vaccinated they can still catch it and spread it. Cllr Fothergill confirmed that there has been no spike in infection rates as a result of schools reopening or the relaxation of measures. Rates are continuing to fall and with the vaccination programme Somerset is likely to have a good level of immunity.

Cllr Hope asked if there a plans for a booster jabs later in the year. Cllr Fothergill confirmed that plans are being made for booster jabs to be delivered in Autumn particularly to over 70s. Vaccinations for over 12s are also being looked into.

Cllr Haskins reported that the J25 works look to be nearing completion. WRR cut in work starting this week. Persimmon are under a lot of pressure to complete works. Cllr Fothergill confirmed that Alyn Jones is planning to meet with PC to provide an update on road works. Cllr Haskins also reported that he is making enquiries about the footbridge at Creech Castle and whether it could be reused over the railway.

Public Question Time

A member of the public outlined her Climate Resilience Grant Application. The application is being made to try to improve the carbon footprint of their house. They are working with a specialist architect to install internal wall insulation, improved roof insulation, flat roof replacement including insulation etc. The improvements will not affect any of the external appearance of the house.

Cllr Cavill confirmed that he attended the SWT Planning Committee Meeting last week when the proposed dog facility in West Monkton was considered. It was noted by the Planning Committee that the Landscape Officer hadn't been asked for a comment on the proposal. The application has been deferred to enable comments to be received.

Assistant Clerk confirmed that a decision will be made in respect of the application after the grant application window closes on 15th May 2021

79/21 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 6th April 2021 (listed on SW+T Council website); and to consider any others to date

The following recommendations from the WMPC Planning Committee on 27th April were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Gage, seconded by Cllr Hope and all agreed by show of hands.

48/21/0023 Application for Outline Planning Permission with all matters reserved for the erection of 1 No. dwelling on land at Saffin Drive, Monkton Heathfield.

Parish Council comment: West Monkton Parish Council supports the grant of this application and welcomes the substantial bollards proposed for highway safety, which will protect pedestrians and cyclists from vehicles using the footpath.

48/21/0024/T Notification to fell one Cherry tree within West Monkton Conservation Area at Limewood, Blundells Lane, West Monkton

Parish Council comment: West Monkton Parish Council does not support the grant of this application, the Parish Council does not support the felling of any mature trees in the Parish unless the tree is diseased or unsafe.

48/21/0025/T Notification to carry out management works to one Cypress tree and two Birch trees within West Monkton Conservation Area at Marlows Cottage, Blundells Lane, West Monkton

Parish Council comment: West Monkton Parish Council supports the grant of this application.

48/21/0026 Erection of a single storey extension to the detached garage with replacement of flat roof with hipped roof at West Lodge, Church Hill, West Monkton

Parish Council comment: West Monkton Parish Council supports the grant of this application, with the proviso that the development as described remains subservient to the main house. In accordance with NP policies, external lighting should be downlighters and LED, and arrangements should be made for rainwater capture (by water butts or other means).

48/21/0028/A Display of 1 No. internally illuminated fascia sign at B & M, Deane Park Retail Park, Hankridge Way, Taunton.

Parish Council comment: West Monkton Parish Council supports the grant of this application.

48/21/0029 Replacement of windows at Church of Nazarene, 103 Bridgwater Road, Bathpool, Taunton

Cllr Tully declared an interest.

Parish Council comment: West Monkton Parish Council supports the grant of this application.

The following additional planning application was considered at the meeting:

48/20/0044 Proposal: Erection of 1 No. dwelling with carport/garages and parking and associated works on land south of Sidbrook, West Monkton – alterations to application as per email from applicant.

It was proposed by Cllr Cavill to support the proposal and seconded by Cllr Hall. Cllrs Besley, Hope, Tully and Ellis abstained. Cllr Gage voted against and Cllr Haskins voted in favour. With three votes in favour and one against, the proposal to support was carried.

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

Decisions noted.

80/21 MH developments

a) Update

Clerk provided an update in relation to the MH1 attenuation ponds. Planning enforcement have confirmed that the developer has indicated that the missing flow device has been installed. Planning enforcement are now liaising with SCC and Wessex Water so that they can check if the device has been installed.

Clerk confirmed that the MH2 District Centre Survey is still open, posts have been added to Facebook, there have been approximately 35 responses so far.

Clerk reported that Persimmon have indicated that a planning application is likely to be submitted at end of July and masterplan should be available to be shared with PC within three weeks.

b) Sports pitches: Update

Cllr Hall confirmed that a meeting with the FA, SWT and Persimmon was held on 4th May. Persimmon have indicated that there will be no pitch provision in MH2 due to the phosphate mitigation required. Cllr Hall and Gage have arranged to meet with Brendan Dix from the FA at some of the existing pitches that are available in the area for junior football. This should then enable the FA to be supportive of the cricket and rugby pitch provision in MH1. Clerk confirmed that she had been in touch with SCC about the design for the through school and has requested that it is designed to enable community use of the pitches.

c) Hartnells Farm Development and related sewer works on Heathfield Drive: Update

Cllr Cavill reported that a member of the public who resides in Heathfield Drive has been liaising with Rob Hart at Persimmon regarding the quality of the surface of Heathfield Drive following the sewer works. Clerk to email SCC Highways to arrange a site meeting to look at the condition of the road.

d) Retail units: Update

Clerk reported that work to the car park surface is nearing completion following the planning enforcement action but that the footpath link is missing. This has been raised with planning enforcement who are following it up with Persimmon / Redrow.

Clerk also confirmed that she had contacted Persimmon and Redrow to enquire about ownership once the car park is completed and surrounding roads are adopted. Response awaited.

e) Feedback from WM Liaison Meeting on 20th April

Clerk reported that recruitment is underway at SWT to appoint a Planning Officer and a Landscaping Officer. Both officers are expected to start in May. Nick Bryant's replacement has also been recruited and is due to start imminently.

f) Regeneration of former Taunton Landrover site, Bridgwater Road.

Cllr Haskins confirmed that a meeting took place with Savills on 22nd April further communication and a request for a further meeting is awaited.

81/21 Community

a) Update; Cllr Elliston

In Cllr Elliston's absence no update was given.

b) Community Website Update; Clerk

Clerk confirmed that acceptance of the quote had been confirmed with SWS and the deposit paid. Work is progressing to develop the site. Once a draft is available a further meeting with the Group of Cllrs would be arranged to discuss content.

c) To consider making an application for funding from the Community Renewal Fund:

Clerk provided an overview of the Community Renewal Fund which was highlighted by Cllr Elliston at the Planning Committee meeting. Clerk reported that she didn't feel that the community project in West Monkton fulfils all of the required criteria for an application to be made for a grant from the Fund. It was also noted that the application would need to be submitted by 10am on 10th May. Clerk suggested that the PC could consider making an application to the National Lottery Community Fund. Clerk to liaise with Cllr Elliston.

82/21 Environmental

a) CIL Projects:

Footpaths / Rights of Way – update

Cllr Gage confirmed that good progress to replace the gates has been made. A second delivery of 5 gates has been received. The Lengthsman has installed one, one is to go along Cheddon Road, three to go at Hill Farm.

The gates on the outskirts of the village probably not as urgent. The ones closest to the centre of the village have been done.

Tacchi Morris Grant application – update

Assistant Clerk reported that the final delivery of the furniture has been received but no request has been received to pay the remainder of the invoice.

Cllr Hall reported that all the lighting is in and the counter, cash machine and coffee machine are also in.

b) Climate Action Programme for the Parish – update

Report prepared by Bethan Turner was circulated in advance of the meeting and its content noted.

Assistant Clerk confirmed that there has been two thirds take up on seeds initiative. Meeting scheduled next week to determine competition prizes.

c) Co-op noticeboard – update

Assistant Clerk confirmed that the noticeboard was ordered on 19th March with expected delivery within 8 weeks so it should be delivered shortly.

d) Defibrillator – update

Clerk confirmed that Tacchi Morris have been given permission to install the defibrillator and have requested that a sign be displayed with it to confirm that a defibrillator is also available in the School and Tacchi Morris when they are open.

Clerk confirmed that the defibrillator will be delivered to Tacchi Morris tomorrow to enable an electrician to quote for its installation. The electrician will bill the Parish Council for the cost of the install.

e) Land next to Old West Monkton Primary School – update

Cllr Besley reported that Mowgate are happy to make a platform on the land the next time they are in the area.

f) Chainsaw Carving – update / ideas

Cllr Besley confirmed that 2 trunks are available and where they are currently stored.

A discussion followed about the items that could be carved including a bench and a piece of art, perhaps a Totem pole.

Clerk to arrange a meeting with the Chainsaw Carver to look at the trunks available and to come up with some suggestions and a quote.

Cllr Gage asked if picnic benches could be added to Farriers Green park. Clerk to find some price options to consider at the next meeting.

83/21 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

Mr Perry confirmed that there was little to report. There was less than average rainfall in March and April. Only 12mm of rain fell in April. The lay flat pipe that became dislodged and stuck has now been repositioned and is ok. The garden waste that was deposited on river bank has been removed.

The road drains on Bridgwater Road still need to be cleared, this will be done by SCC Highways.

Mr Perry also raised concerns about the double yellow lines that were repainted on the A38 after it was resurfaced, the double yellow lines were repainted but not as far as they should be. Starting to cause backlogs towards Creech Castle. SCC Highways are going to take a look and try to expedite the issue.

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

Kelvin Tutill reported that the Regulation 14 consultation ended on 30th April. Most of the responses came in during the last week of the consultation period. Responses were received from Network Rail, Natural England, Persimmon / Redrow etc. Most of the comments were relatively positive. Network Rail and CRT are interested in a pedestrian bridge being installed over the railway / river. Most responses helpful with suggested amendments. The Persimmon / Redrow response indicates a clear intention to try to delay progress or stop the review completely in an attempt to avoid the revised NP being in place before the MH2 application is submitted. Despite this Kelvin is keen to see NP revised and pushed forward. The Intention is to make the amendments over the next few weeks, amendments will be made where necessary, the document will then be forwarded onto Ann

Rhodes before being formally submitted. Hoping to do all of this in the next month. The revised document should be with Cllrs before the June meeting with the intention of seeking authority at the June meetings to formally submit to SWT. Assistant Clerk confirmed that Jo Pearson is willing to lend a hand with revisions if required – the proposal is included in finance report.

c) Councillors with roles of responsibility (not all Councillors will have a report to make)

Footpaths Cllr Hall, provided an update in relation to the required Aginhills footpath diversion which is associated with the WRR works. The existing path is collapsing as it goes past Aginhills Farm. The proposal is to move it to other side of the stream. Landowners to be approached to get permission. Once this is received a formal application will be made to SCC.

BACH Chairman; Cllr Gage confirmed that he had nothing to report.

Allotments; Clerk confirmed that the planned WPD works through an allotment plot will now not take place as an alternative route has been found. Spital Trust Clerk is following up the reinstatement of the fences that were removed. Cllr Haskins to take a look when he is in the area.

Highways; Clerk raised the concerns of a member of the public about the use of Gotton Lane for horse riding lessons by Flying Start, the lane is very thin, with blind corners and few passing places. It was agreed that the Clerk should contact SCC to request some appropriate signs are added to Gotton Lane.

Water Resilience; Cllrs Hall and Cavill confirmed that there was nothing to report.

Public Open Spaces/ Children's Play Areas and Recreation,

Cllr Hope reported that there is now a clear difference in the maintenance regime between the areas managed by Blenheims and not. The grass is cut at different levels. No maintenance has been carried out by Edenvale this year.

Assistant Clerk confirmed that Darren Hill is now the lead at SWT for grass cutting in the Parish.

Safe Routes to School; Cllr Tully confirmed that he had nothing to report and that he would check that a safe route to school has been provided during the WRR works.

Community Liaison /Transportation; In Cllr Elliston's absence there was nothing to report.

d) Communications Report - Clerk. Future Virtual Meetings.

Clerk confirmed the intention to hold all non-formal meetings of the PC via Zoom. The formal meetings of the PC must take place in person from 7th May.

e) GDPR

Nothing to report.

Representatives on outside bodies/Response to Consultations:

Cllr Ellis reported that the Spital Trust has appointed new resident for the vacant Almshouse.

f) Any events at which WMPC was represented

i. Taunton Platinum Jubilee Champions Meeting – Cllr Hall

Cllr Hall reported that ideas for local events to celebrate the Platinum Jubilee in 2022 are needed. Clerk to add a post to the PC website.

ii. Debrief following meetings with external organisations – Cllr Hope

Cllr Hope suggested that it becomes normal procedure to have a debrief at the end of meetings with external organisations, after the organisations have left the meeting. This approach was agreed.

g) Consultations – to note responses approved at Planning Committee Meeting on 27th April

T2SF - A358 Taunton to Southfields Dualling Scheme - EIA Scoping Notification and Consultation

<https://infrastructure.planninginspectorate.gov.uk/projects/south-west/a358-taunton-to-southfields/>

Clerk confirmed that the draft response was submitted on 30th April.

From SALC Consultation on allotments <https://gcstones52.wixsite.com/pugs/public-maps>

Clerk confirmed that the allotments in the Parish have been logged.

Quantock Hills AONB short survey on Somerset's Nature Recovery Networks from the perspective of local community groups and organisations -

<https://forms.office.com/Pages/ResponsePage.aspx?id=BvYktXr3okqNov5wNDsMzr95fZvXEcJFscvfYV-y9StUOTVTWEZQTjISMkhLTk9DVUwxQ1ILTjJPTi4u>

Clerk confirmed that a response to the survey was agreed during the Planning Committee Meeting and submitted.

84/21 Assets

a) Asset Register

Up to date.

85/21 Finance

a) BACH Finance to 30th April.

Clerk summarised the BACH Finance report circulated in advance of the meeting which confirmed the income and expenditure in relation to the BACH up to the 30th April 2021.

b) Quotes, grant applications, other

- Suggestion from CF PC that WM PC might wish to contribute to a tree to be planted in the Somerset Wood with a plaque to mark Jo Pearson's contribution to the park. Proposed by Cllr Besley, seconded by Cllr Cavill, all agreed.
- Request that WMPC might wish to enlist services from Jo Pearson to enable the completion of the draft revised NP ready for Regulation 16 at SWT. Agreed.

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	£0.33
Nationwide	£ to follow
PSDF	£ to follow
SWT Precept first installment	£31754.58
VAT reclaim fourth quarter	£2891.67
CIL	£136356.35

Planning approval 48/19/0072 – Erection of 2 dwellings with detached garages to the rear of Springdale, 41 Greenway, Monkton Heathfield - £5,339.97. CIL paid in full.

Planning approval 48/19/0069 – Erection of 101 dwellings at Hartnells Farm, Monkton Heathfield - £39,244.95. Two further instalments of CIL payable in November 2021 and October 2022.

Planning approval 48/18/0036 – Erection of 129 dwellings at Hartnells Farm, Monkton Heathfield - £91,771.43. CIL paid in full.

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 £ 79.45 (to be paid by direct debit)) together

Clerks salary (after tax) £ xx.xx to be paid by bacs

Asst Clerk (after tax) £ xx.xx to be paid by bacs

HMRC month 1	£ 447.81 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
Lengthsmans services	£ to follow to be paid by bacs
B Turner: Allaboutyou work done in March	£ 125.00 to be paid by bacs (env)
12th edition of Arnold Baker – legal reference	£119.00 to be paid by bacs
BHIB insurance for 2021-22(see April rpt)	£1178.30 to be paid by bacs

Any other invoices received before 4 May 2021 £ to follow, to be paid by bacs wherever possible for invoice

Connect Furniture T-M the other 50 % is awaited £3091.92 left to be paid by bacs (CIL)
Proposed by Cllr Gage, seconded by Cllr Hall and all agreed.

Payments made since last meeting of WMPC- invoices dated before 31st March appear on year end finance sheet not April.

1.To note: Payments made using debit card

nil

2.To note payments by bacs/transfer:

nil

3. To note payment by direct debit

Invoice 9570 April 25th Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, for the servicing plan (on April fin sheet) May not yet received.

Tailored auto enrolment pension deductions: £79.45

Invoice SWS108029 set up Monkton Matters £315.00 +vat 63.00 = £378.00

Invoice SWS108045 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes) April fin sheet)

Zoom subscription annual renewal £119.90+vat 23.98= £143.88

4. Cheque

Nil

d) WMPC Bank reconciliation

The receipt of CIL payments and the first half of the Precept means that funds held in Lloyds Bank exceed the £85K guaranteed sum under Financial Services Compensation Scheme rules. To reduce the exposure of being well over the 85K at Lloyds, the following moves are suggested:

- 7500 is transferred to Nationwide, bringing it up to 82K (so within the 85k guaranteed sum)
- some of the CIL monies received are transferred to the CCLA Public Sector Deposit Fund. The CCLA is an investment fund for charities, churches and local government, not a bank.
- an account to be opened at the Unity Bank to receive up to 85K of the CIL money.

Bank reconciliation and budget check: please check on green financial sheet. Ask any questions by email. Bank reconciliation for 1st April is complete and balanced. Spreadsheet is completed to 31 March 2021 for year-end accounts.

General notes on spreadsheet

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) 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 May financial sheet

WMPC Receipts

Shows receipts between 1 March and 30 April. Includes interest from three bank accounts

WMPC Expenditure

Lengthsmans Services includes £89.88 renewal of Trademans and Professionals Insurance.

Communications includes gsuite 71.76 +, Monkton Matters: set up charges for MM: £315.00+ vat 63.00 =£378.00 to show total 449.76 in April column of fin sheet

Subscriptions: zoom by dd £119.90 +vat 23.98 = £143.88 + CCS Buildings membership 100.00, no vat= 243.88 in April column

Training 1575 Governance course, + 45.00 x 2 SALC training courses no vat = 1620.00 on year end

e) To note the report of the meeting of the Audit Working Party (fourth quarter review) on Friday 23rd April 2021

AUDIT WORKING PARTY Meeting Friday 23rd April 2021 at 9.30am VIRTUAL MEETING

Attended by Cllrs Haskins, Hall, Gage and Clerk Mrs A Shepherd

Notes from the meeting

Supporting documents were circulated to all participants prior to the meeting.

1. Report of the third meeting in January to be approved. The report of the January meeting was agreed and approved.
2. To confirm year end bank reconciliation, bank statements.
To note that owing to continuing covid-19 restrictions, whilst Parish Council meetings are held virtually, Cllr Cavill is checking and signing bank statements and green finance spreadsheet (independent, not a cheque signatory). Cllr Cavill's ongoing surveillance of the bank statements and reconciliations was noted and approved. The end of year green financial sheet was explained, including the bank reconciliation. The fourth quarter detailed bank reconciliation was approved.
3. To check year end WM green financial spread sheet for budget compliance, and make any observations for reference for 2021/2022. To check BACH green financial spread sheet for BACH finances and to note pertinent features.
Budget compliance and otherwise had been noted in the budget and precept discussions. Any areas where adjustment is needed will be noted and retained on record for the budget/precept meeting in November 2021.
4. To confirm fourth quarter VAT reclaim. The VAT reclaim was for £2891.67.
5. To provide brief update on progress of AGAR preparations and Internal Audit.
The end of year accounts were explained as well as the completed Sections 1 and 2 of the AGAR returns. The discrepancy of £1.94 in the VAT reclaims was explained and it was agreed that the £1.94 should be written off. Internal Auditor is collecting papers on 26th April.
6. Unity Trust – no further progress. Review at financial situation generally in June meeting.
7. To note spreadsheet for Tacchi-Morris refurbishment of the downstairs café and Becky Popham Youth Club set up.
Youth Club is a grant funded initiative (£613 total grant). Training has been paid for. £568 remaining. Aim to open in the summer.
Tacchi-Morris refurb of downstairs café is progressing, slight delay with furniture. This is a CIL funded initiative (£16436.00 estimated total cost). £1656.64 remaining, outstanding invoice for rest of furniture £3019).
8. To consider grant applications received.
Two enquiries have been received for Climate change grants for domestic insulation as per new grants policy £500 per application. Current window is open 1st April to 15th May after which decision will be made if submissions are received.

9. To consider any other financial matters brought to the attention of the RFO before the meeting.
None.

10. Date of next meeting Friday 18 June 2021 at 9.30am.

86/21 Other matters for report only – items for discussion - no decision

Items for next meeting agenda – by Tuesday 1st June 2021 - noted

It was noted that the Bus Shelter at Hankridge was still in the same condition – Clerk to follow up with Savills.

Confidential Session:

87/21 Country Park- Update. Planning Application for Labyrinth, Pond and Forest School. Resolutions may be required (R)

Cllr Hall provided an update.

88/21 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month

2021: 8th Jun (Hybrid meeting – public joining virtually), 13th Jul (face to face meetings return), 10th Aug, 14th Sep, 12th Oct, 9th Nov, 14th Dec

Planning Committee

First Tuesday in the month

2021: 1st Jun (Hybrid meeting – public joining virtually), 6th Jul (face to face meetings return), 3rd Aug, 7th Sep, 5th Oct, 2nd Nov, 7th Dec

Parish Surgery

Second Thursday in the month at 7pm (virtual)

Audit Working Party: 18th June 2021 at 9.30am (Virtual)

Annual Parish Meeting: 30th March 2022

BACH committee TBC

Budget and Precept Working Party November 2021 TBC

Meeting finished at 9.50pm

Signed Chairman:



Date: 8th June 2021