



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 8th June 2021 at 7.00pm.

Present: Cllrs Besley, Cavill (from 8pm), Ellis, Elliston, Gage, Hall, Hope and Tully.

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, and attending virtually - Sammie Millard-Jones, Clerk to Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden, Cllr David Fothergill, County Councillor (from 8.05pm), Cllr Andrew Pritchard, District Councillor and two members of the public.

89/21 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Haskins, Kelvin Tutill, NP Delivery Group Chairman.

90/21 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.

91/21 To adopt the minutes of the last meeting of the Parish Council on 4th May 2021

The minutes from the previous Annual Meeting of the Parish Council on 4th May 2021, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 4th May, proposed by Cllr Besley, seconded by Cllr Tully and all agreed by show of hands.

92/21 To note Clerk's report and Assistant Clerk's report

Clerk's report:

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

- Hankridge Bus Shelter – followed up with Savills. Provided title deeds confirming land upon which Bus Shelter is located belongs to Wilson Connolly Properties Limited – letter sent to them regarding the condition of the bus shelter and requesting its replacement – response awaited
- Gotton Lane (Horse Riding) with SCC
- Local Government Re-Organisation – developed approach and circulated to Cllrs for comments, draft letter developed, meeting held, letter amended and circulated to neighbouring PCs on 28th May.
- Met with SCC Highways at Heathfield Drive regarding sewer works carried out by contractors.
- Attempted to make contact with Chainsaw Carver but no response received, continuing to follow up.

Other Parish Administration:

- Reviewing current consultations
- Updating Planning Log with planning decisions / conditions weekly.
- Country Park planning application in respect of the Pond, Labyrinth and Forest School – submitted as Landscaping Schemes as part of the change of use PA.
- Defibrillator to Tacchi Morris ready for install.
- Community Website development with Somerset Web Services
- Actions from Parish Surgery meeting including emailing the school, PCSO and Persimmon / Redrow regarding the school parking and storage of building materials on the Redrow retail area.
- Heathfield School regarding Hedge on boundary with Farriers Green which is encroaching on the footpath. Heathfield School have committed to carrying out work to cut back the vegetation.

- Road drainage / water run off affecting properties around New Cross Crossroads – liaised with SCC.
- Contacted Persimmon Adoptions Manager about grass cutting in and around MH1 which hasn't been done for some time. Due to a disagreement between Persimmon and Redrow. Requested that the park areas are cut as a priority.
- WM Liaison Meeting arrangements, agenda and actions.
- Correspondence from SCC in respect of Coombe – confirming that 'Unsuitable for long vehicles' signs will be placed at the junction of Coombe Lane with Thurloxton Old Road and Burlinch Lane. And then at a suitable location along Coombe Lane, in the vicinity of a property called 'Beacon Top' and therefore prior to the pinch point, a 'Road narrows on both sides ahead' sign. Also considering adding solid white edge of carriageway lines on both sides of the lane to help give the impression of the road narrowing from the location of 'road narrows' sign down towards the pinch point at 'Bramble Cottage'. Signing and lining is regarded as Traffic Management who will therefore be ensuring this scheme is ordered up and installed as quickly as possible.

BACH:

- BACH – most hirers have now returned to hiring the BACH and a couple of private hirers are booked in for July.
- Applied for CCS Hallmark Status for the BACH. A review of the hall and the available facilities will take place in the next couple of weeks.
- Actioning recommended actions in the Internal Audit Report.
- Defibrillator registration updated.
- Car park now closed to general use and is now only available to hirers.
- Next Committee Meeting date to be confirmed.

Meetings last month:

- 4th May – Sports Pitch meeting with SWT and FA
- 4th May – Annual Parish Council Meeting
- 7th May – Meeting with SCC Highways at Heathfield Drive.
- 12th May – SCC / Clerks Forum re LGR
- 12th May – PC LGR meeting to discuss proposed approach.
- 13th May – Parish Surgery
- 13th May – Seed Planting Initiative meeting
- 13th May – SALC Clerks Forum
- 13th May – A358 Community Engagement Forum
- 19th May – Risk and Resilience Webinar
- 20th May – SALC Clerk's Forum
- 20th May – SWT Planning Committee – observed consideration of planning application in parish.
- 25th May – WMPC LGR Meeting
- 26th May – SCC / Clerks Forum
- 27th May – SALC Clerks Forum
- 28th May – Audit Working Party Meeting

Meetings this month:

- 1st June – WM Liaison Meeting
- 1st June – Planning Committee Meeting
- 4th June – SLCC Branch Meeting
- 8th June – Parish Council Meeting
- 10th June – Virtual Parish Surgery
- 18th June – Audit Working Party Meeting

Assistant Clerk's report:

- Actioned decisions made by Council.
- Attended virtual meetings of Cheddon Fitzpaine PC, Parish Surgery, WM Liaison.
- Participated in various webinars SALC.

- Distribution of daily and weekly newsletters ref corona virus pandemic.
- Parish administration
 - Ordered new noticeboard for School Road Co-op 19.3.2021 stated delivery time was 6 – 8 weeks. Checked progress with order Monday 17 May, 3-4 weeks more
 - Attended regular SCC updates/forum on LGR/covid/highways.
 - On-going liaison with Lengthsman's Services regarding jobs and priorities in the parish.
 - Reported blocked gullies to SCC Highways using interactive mapping for Hestercombe Lane New Dawn; A38 between bridge and hairdressers; A3259 outside road narrows by Brittons Ash.
- 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.
 - Amendments resulting from Reg 14 made to Main Document.
 - Read 2019 issue of NPPF in order to update the NP Main Document.
 - Sort out questions relating to CF PC signing agreement with SCC for the gran funding.
- CIL projects:
 - Analysis of costs incurred/paid for for the T-M refurb.
- Planning
 - Applications forwarded and powerpoint presentations prepared. Check applications for compliance with NP.
- Climate change
 - On-going with B Turner.
 - Wildflower seed Initiative, ongoing, meeting with Bethan and Amy for update and moving forwards to competition details and prizes Cups discussed.
- Finance / Audit Working Party
 - Preparation of documents for next AWP meeting (28th June) to consider grant application and opening Unity Trust saving account. Next AWP on schedule for 18th June to discuss IA recommendations.
 - End of year AGAR submission, report

The agenda was interrupted to take Item 6 'SW+T Council Reports'

93/21 SW+T Council reports from Cllrs Tully, Pritchard and Cavill

Cllr Tully had nothing to report.

Cllr Pritchard reported that:

The results of the Local Poll in respect of Local Government Re-Organisation in Somerset have been announced. The majority of those who responded favoured the Stronger Somerset proposal. The results have been passed to the Secretary of State.

The Homefinder Policy is out for consultation. The option of including a priority for local connections is being considered. Cllr Pritchard confirmed that he would pass information about the consultation to the Clerk.

There have been some problems with the SWP collections. Staff shortages have caused some collections to be delayed or missed.

Absence of grass cutting in some areas of MH1 has resulted in an increase in biodiversity in the area and it was suggested that when cutting resumes it might be done in accordance with the Somerset Pollinator Action Plan.

The agenda was adjourned

Public Question Time

A member of the public raised concerns about Highways generally in the parish, all of the concerns are included in the Traffic Issues document developed by the Parish Council and sent to SCC. A response in relation to each of the issues and suggested solution is awaited from SCC. The need for a response and for the delivery of some of the particular solutions is now pressing. Cllr Besley confirmed that when the responses

Clerk to chase SCC for a response and / or a meeting.

that are received from SCC Highways a statement would be developed that would be placed on the PC website.

A member of the public asked when the Creech Castle junction works were scheduled to commence. It was confirmed that the works will commence on the completion of the WRR works. Clerk provided an update in relation to the two lanes on the ERR. As the ERR has not been adopted SCC can not extend the lanes. A list of remedial works has been provided to Persimmon to be carried out to enable the adoption of the ERR. SCC Highways are following up progress with Persimmon. Monitoring traffic flows can only take place when the works on the WRR, and at Creech Castle are complete and all the traffic calming proposed for the A3259 is in place.

Cllr Pritchard raised the footpath from Hyde Farm to Creech St Michael on the north side of the canal. The gate on the ROW is padlocked. Cllr Besley confirmed who the landowner is.

Cllr Gage to liaise with the SCC Footpaths Officer about replacing the gate with a Bristol gate.

Cllr Pritchard raised the matter of the Somerset Pollinator Policy and queried whether it could be applied to MH1 grass cutting. Cllr Hope confirmed that the grass cutting had commenced.

Cllr Pritchard to raise with Kate Payne at Persimmon Homes.

Cllr Pritchard raised the blocked ditch in Bawler Road.

Raise with Persimmon.

Cllr Pritchard asked if there is a problem with the parents of school children parking in the BACH car park when the BACH is in use. Clerk confirmed that there can occasionally be clashes but that all hirers have been advised to close the gate after the bookings and parents have been advised by the school that the car park isn't available for their use.

A member of the public raised concerns about Hartnells Farm and the location that the weld mesh fence will be erected on the Mead Way boundary. The member of the public also raised concerns about the amount of dust from construction works and that no watering down was taking place.

Clerk to request a site meeting with Persimmon and site foreman to agree the location of the fence.

Following a query about signage on the WRR road works and the closed A3259; it was explained the signage was incorrectly orientated and has now been corrected.

The agenda was interrupted to take item 7 'Planning'

94/21 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 1st June 2021 (listed on SW+T Council website); and to consider any others to date

The following recommendations from the WMPC Planning Committee on 1st June were considered. It was resolved to approve the recommendations for submission, proposed by Cllr Gage, seconded by Cllr Ellis and agreed by show of hands. Cllr Besley abstained from voting as he did not attend the Planning Committee meeting.

48/21/0030 Erection of 1 No. detached dwelling with associated access, landscaping and ecological mitigation works on land to the south of Red Hill, West Monkton (resubmission of 48/20/0049)

The 21 day consultation period ends on 29th May, extension granted for the comments to be submitted by 2 June.

Parish Council comment: West Monkton Parish Council has no further comments to make on this application. Comments were made to the first submission of this application registered as 48/20/0049 when the comment made was: '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. West Monkton Parish Council supports this application.’

48/21/0031/LEW Application for a Certificate of Lawful Development for the existing uses of 2 No. dwellings as independent, permanent residences (Class C3) at 1 Hyde Egg Farm, Hyde Lodge, Hyde Lane, Bathpool (resubmission of 48/20/0033). The consultation period ends 31 May, extension granted for comments to be submitted by 2nd June.

Parish Council comment: West Monkton Parish Council does not support this application.

48/21/0033 Application for outline planning with all matters reserved, except for access, for the demolition of employment buildings and erection of 40 No. dwellings with associated parking, cycle storage, refuse storage and private/communal amenity space at AMP Access, 156 Bridgwater Road, Monkton Heathfield.

Parish Council comment: West Monkton Parish Council is not able to support this application owing to the following reasons:

In the meaning of the term ‘major development’ according to Town and Country (Development Management Procedure) (England) Order 2010 Part 1(2), the application for development on the former AMP site is a major development.

NP Policies

Housing

- H1 Because this site qualifies as a major development here is a requirement to provide bungalows Policy NP H1 housing for older people. The indication is that 40 units will be built on the site – therefore 4 of them (10%) should be single storey, 1, 2 or 3 bedroom.
- H2 Refuse bin storage. Two blocks of apartments are indicated – suitable bin space should be included in the plans, car parking indicated, no bin space indicated for apartments.
- Emerging revised policy – orientation of dwellings should be to maximise solar gain, rather than line up in parallel to Pippin Road.

Transport Policy T1 - links have been indicated on the plans to link with the existing footpath network.

Employment E5 – fibre to the premises for all units must be provided.

Recreation and Environment

- Dark Skies R1. No lighting scheme referenced but sensitive lighting (downlit, LED) needs to be provided throughout the site, using narrow spectrum bulbs and avoiding white and blue light. Light spill should be minimized. Emerging revised policy would apply to external lighting around garages.
- Green space and Wildlife R2. Whilst a strong case is made for the removal of the bund on three sides of the site, the mature multi-stemmed oak tree T1 at the entrance to the site should be retained if at all possible -or if not, in accordance with emerging revised policy, should be replaced like with like in a ratio of at least 2:1. Tree branches should be retained on site for wildlife habitat and natural decomposition. Whilst accepting the bund will need to be removed owing to the contamination risk, hedgerows should be reinstated wherever possible, and new green space included in the plans for support of Somerset Pollinator Plan. No restoration of lost trees and hedgerows is shown in the submission.
- Flood attenuation R3. Provision of water butts or other rain capture methods with properties, retention of surrounding ditches, large area of hard standing for parking and garages should be semi-permeable. No rain capture arrangements shown on indicative plans.
- Recreation and community facilities R4. It’s a small site so suggest there could be a contribution, to be made before first occupation, to improving local community spaces such as outdoor gym, bmx track, community café on the canal.
- Emerging policy H6 Trees and hedgerows. The area classified on the plan as woodland should be retained. Any trees labelled on plan that are removed need to be replaced like for like 2:1. Tree T1 should be retained: report indicates it is likely to ‘fall to the scheme’. Part of the scrub has been identified as being part of a wider contiguous habitat strip which should therefore be retained as a wildlife corridor. No indication of any retention/replacement of trees hedgerows shown in application.
- Provision of net gain on the site should be encouraged by requiring bat box installation and/or bat bricks at appropriate height and locations, plus 8 bird boxes are required for a development of this size. No indication in the submission of how biodiversity net gain (NPPF) will be achieved.

- Mitigation could be covered by the Construction Environmental Management Plan (CEMP) e.g. not allowing light spillage into hedge rows and other naturally dark areas during construction, no night lights, escape planks from trenches or pooled water.
- Planning Statement as submitted
- No mention of NP

Ref paras:

- 2.10 no Local Centre has been delivered, so can't use argument of nearby facilities to increase density of the site. Rob Hart, Persimmon has stated the Local Centre 'will not be built'. Site as indicated is too dense, and resultant vehicles associated with the units will clog up surrounding streets nearby by on-street parking, with result problems for access by emergency vehicles.
- 4.15 removal of spoil and underground tank, cause for environmental concern.
- Contamination
 - Needs a remediation strategy- not included in submission.
 - Sub soil in bund – suggest remove from site rather than use as sub-base in landscaping, to avoid negative impact on gardens associated with individual units and communal gardens for apartments.
 - Radon barriers.
 - Site needs to be cleared of all rubbish in the bunds
- Other
 - EV Charging points in public car parking spaces
 - Phosphate mitigation not shown or calculated
 - There should be a second exit/entrance to the site for emergency vehicles.

48/21/0035/A Display of 1 No. internally illuminated fascia sign and 3 No. non-illuminated retro frame signs at Currys, Hankridge Way, Taunton.

Parish Council comment: West Monkton Parish Council has no comment to make on this application other than to recommend that the illuminated sign is switched off when the store is not in use.

The following additional planning application was considered:

48/21/0036 Proposal: Conversion of barn into 1 No. residential dwelling with associated works at the barn near Oggshole Farm, Broomfield (resubmission of 48/20/0036)

Parish Council comment: West Monkton Parish Council continues to support the granting of permission.

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

Decisions noted.

The agenda was interrupted to take item 8 'MH Developments'

95/21 MH developments

a) Update

Clerk confirmed that there was no update.

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

Cllr Cavill confirmed that the problem with the sewer works continues. The sewer continues to fail pressure testing.

It was noted that the contractor for these works had been fined for two safety breaches that occurred whilst these works were being carried out.

c) Retail units: Update

Clerk reported that the planning enforcement action continues regarding the missing footpath link.

d) Feedback from WM Liaison Meeting on 1st June

Clerk confirmed that the meeting was a good one where the Planning Officer at SWT, Simon Fox was made aware of the background to the MH1 issues. The MH1 S106 agreement was also discussed at the meeting and the need for tighter wording of the S106 agreement for MH2.

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

Clerk confirmed that the public consultation in respect of the proposals is still on-going. A planning application is expected to be submitted shortly.

Cllr Cavill reported that Savills had confirmed that a business is on board to take on the proposed nursery and that there is a good level of interest in respect of the other proposed units.

The agenda was interrupted to take item 9 'Community Development Projects'

96/21 Community Development Projects

a) Sports Pitches

Cllr Hall reported that a meeting had taken place with Brendan Dix from the FA at the other available junior football pitch sites. Simon Fox at SWT is also looking at the background to each of these sites. Once the background information is confirmed, Brendan Dix has indicated that he is content that there is adequate junior football pitch provision and will confirm his support for the proposed change of use from Football to Cricket and Rugby on the MH1 sports pitches. A meeting with Persimmon and SWT will then take place to bottom out the S106 variation.

b) Country Park: Update

Cllr Hall confirmed that planning approval had been received for the pond, forest school and labyrinth. Updated prices are being obtained to go ahead with the projects. Permission to proceed with the works has been requested from SWT.

Cllr Gage suggested the purchase of some bluebell bulbs to plant this autumn. It was noted that weed spraying and ownership / lease arrangements for the Country Park needed to be sorted first. A meeting with SWT to discuss the ownership / lease of the Country Park has been scheduled to take place on 14th June at 4pm. Cllr Hall confirmed that a presentation on the updated proposals incorporating the pre-planning advice will take place to the CP Management Group on 24th June. Details to be confirmed. A public consultation will follow afterwards.

c) Additional pedestrian crossing of A38 at Bathpool

Cllr Hall outlined a proposal to add a pedestrian crossing to enable pedestrians to cross the road on the roundabout side of the canal bridge on the A38 to enable the use of the wider footpath on the other side when walking towards Bathpool. The suggestion follows reports of the hedge over the canal bridge impeding use of the pavement by pedestrians on the St Quintins Park side of the road. Cllr Fothergill agreed to raise the suggestion with SCC.

Cllr Besley highlighted the concerns raised by members of the public about speeding along this stretch of road and the lack of signage. Cllr Fothergill to request a review of the signage along the stretch of road.

The agenda was resumed

97/21 SCC Report from Cllr D Fothergill

Cllr Fothergill reported on the following:

Coronavirus infection rates: As at 28th May the number of confirmed Covid cases in Somerset was 20,455 (up from 20,272 on 30th April) and the number of Covid-attributed deaths 800 (796). The rate per 100,000 stands at 5.5 for Somerset with Mendip at 5.2, Sedgemoor at 8.9, South Somerset 3.6 and SW&T at 5.2. The number of total deaths across the County is currently 8% below the 5-year average and the latest R-value for Somerset is between 0.8 and 1.1.

Despite significant progress and even those who have had both jabs it is vitally important to remember, to observe Hands-Face-Space and to Ventilate indoor areas at all times.

Road map out of lockdown: The final stage out of lockdown due on (or after) 21st June is subject to Government assessment on four key criteria:

- the vaccine deployment programme continues successfully
- evidence shows vaccines are sufficiently effective in reducing hospitalisations and deaths in those vaccinated
- infection rates do not risk a surge in hospitalisations which would put unsustainable pressure on the NHS
- the assessment of the risks is not fundamentally changed by new variants

By this date the Government hopes to be in a position to remove all legal limits on social contact and to reopen remaining premises, including nightclubs. The easing of restrictions on large events, performances and life events such as weddings will also be subject to the analysis of the outcomes from certain pilot events.

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 77.5% of the 16+ population. 246,983 (53.3%) have received their second dose. Take up rates of both doses is very high: 80+ (95.8%), 75-79 (100%), 70-74 (97.7%), 65-69 (86.2%), 60-64 (73.0%), 55-59 (50.4%) and 50-54 (47.4).

One Somerset: An announcement on the future of local government in Somerset is expected from the Government in late June/ early July. For more information visit: www.onesomerset.org.uk

Extra investment into Public Health: Somerset County Council is allocating an additional £10m to embed public health across all areas of council services. The major investment will include £2m to support Somerset communities – helping address anxiety and those with mild mental health issues. £2m expanding Somerset's expert health protection programme including controlling outbreaks, managing testing, providing localised contact tracing, and supporting businesses and communities. Some funding will be invested in research and work to improve local understanding of Covid and the changing needs of Somerset. A further £500,000 will be made available for town and parish councils to help them reconnect with their communities by safely reopening facilities like halls, rooms and other sites with good prevention control measures in place.

Summer activities for Years 11: Somerset students heading from Year 11 into Year 12 will have access to a wide range of free exciting educational opportunities this summer. There is a mixture of virtual and face-to-face events and activities to choose from taking place across the county including Kilve Court, Charterhouse, and other key venues across Somerset. These will include team-building exercises and physical activities such as climbing and low-ropes, as well as wellbeing and 'ready to study' sessions. Registration is now live via:

www.somersetworks.vfairs.com

Donate a toothbrush: National Smile Month (which runs to 17th June) is the world's largest and longest-running campaign to promote better oral health. It aims to promote key tips and advice, helping keep everyone's smile healthy. This year Somerset County Council is encouraging people to think about adding a toothbrush and toothpaste when they donate food to their local Foodbanks. Poor oral health is largely preventable and good habits of brushing twice a day should be taught from when a baby's first tooth shows through.

New School for Special Educational Needs and Disabilities: Construction has finished on Polden Bower School, a brand new £23m Somerset County Council-funded state-of-the-art school in Bridgwater which is clearly visible from the M5. The project is part of a wider SCC's programme to boost provision for children and young people with Special Educational Needs and/or Disabilities (SEND) in the county and caters for 160 students aged 4-16 with complex needs. Primary aged children are due to start on site in June, with older children following in July so that they get the accustomed to their new environment before the start of the new school year in September 2021.

Winter Gritting Summary: In the 2020/21 winter season SCC's fleet of 23 gritters were needed on 66 occasions when freezing temperatures were forecast, treating around 900 miles of road each time to help prevent ice forming. This included additional gritting to ensure safe passage to vaccination and testing sites. The team covered 70,200 miles, a significant increase from previous years when they covered 44,000 miles in 2019/20 and 32,800 miles in 2018/19. The lowest road temperature was recorded at -6.1 degrees in the Mendip Hills on 10th February 2020.

The following questions were asked:

Cllr Tully asked the percentage take up of the vaccine. Cllr Fothergill confirmed the take up. There are small pockets of groups not taking up the vaccine, efforts are being made to access these groups to encourage take up.

Cllr Tully reported that a 'Welcome to Somerset' sign on the A358 that needs tidying up / replacement.

Cllr Hope asked for confirmation of the level of hospitalisations as a result of Covid-19 in Somerset. Cllr Fothergill confirmed that the number of hospitalisations remains very low.

Cllr Hall requested an update in relation to the safe route to school in the Country Park. Cllr Fothergill to chase. Cllr Hall requested that the gateway to the Country Park from the A3259 (at the triangle with the WRR) be put in place now.

Cllr Besley raised the concerns being raised by members of public about highway issues and the lack of a response from SCC Highways on the traffic issues document prepared by the Parish Council. Cllr Fothergill confirmed that he had received an email from Alyn Jones confirmed that a meeting with the PC will be scheduled during the week commencing 21st June. Clerk to follow up.

Cllr Cavill raised the matter of the fencing around the Aginhills Play Park that will need to be added prior to the opening of the WRR.

Cllr Hall asked why Persimmon are not doing the traffic calming work on the A3259 whilst the road is closed. Cllr Fothergill to follow up.

98/21 Community Development Projects continued

a) CIL Projects

Footpaths / Renewing gates and stiles: Update

Cllr Gage confirmed that the first batch of replacement gates / stiles had been completed. Three more will be installed shortly by the Parish Lengthsman. Cllr Gage confirmed that the installation of a Bristol gate by the Canal will now be explored.

Tacchi Morris Grant Application: Update

Clerk confirmed that pictures of the refurbishment of the café area had been circulated by email.

Cllr Hall confirmed that Andy at Tacchi Morris had invited Councillors to an event to take a look at the refurbishment. The two dates were discussed and 1st July at 7pm was agreed.

Assistant Clerk confirmed that payment of the second invoice for the furniture had taken place. Approximately £400 of the allocated funding remains available.

Aginhills Footpath Diversion: Update

Cllr Hall provided an overview of the proposal to divert the footpath. The view of the SCC Footpath Officer is awaited. The diversion will enable a cycle / footpath link to the Country Park and beyond. A new footbridge may be required in order to divert the footpath. Cllr Gage suggested that the developer should be requested to make a contribution. A discussion also took place about whether the footpath could be diverted in a way that would not require a new footbridge.

99/21 Community

a) Update; Cllr Elliston

Cllr Elliston confirmed that there was no update.

b) Community Website Update

Clerk confirmed that some logo options for the website had been received and circulated in advance of the meeting. The logos were discussed and feedback provided. Cllr Elliston to relay feedback to designer. It was agreed that the logo would be agreed by email rather than approval being required at the next PC meeting.

c) Funding opportunities

Clerk confirmed that further information about the funding which will be available to Town and Parish Councils to apply for is awaited. The funding is for projects that enable communities to open up safely and reconnect. The grant / applications will be administered by SALC.

100/21 Environmental

a) Climate Action Programme for the Parish – update

The report prepared by Bethan Turner in relation to engagement on Facebook was circulated in advance of the meeting and its content noted.

Assistant Clerk confirmed that Monkton Elm Garden Centre had agreed to provide £50 of vouchers to the Competition winners. There are four different categories. It was agreed that the Parish Council would contribute

£100 to the cost of cups and prizes. Proposed by Cllr Besley, seconded by Cllr Ellis and all agreed by show of hands.

b) Co-op noticeboard – update

Assistant Clerk confirmed that delivery of the noticeboard is being actively chased.

c) Defibrillator – update

Clerk confirmed that Tacchi Morris have received a quote for £120 +VAT from an electrician to install the Defibrillator. Installation will take place in due course.

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

Cllr Besley reported that Mowgate have the area on the list to deal with as soon as they can. Assistant Clerk confirmed that in the meantime, the Lengthsman is strimming the area.

Cllr Elliston raised matter of the land next to the new Primary School and asked if an approach could be made to Redrow about the possibility of it being made available for community use. Clerk to enquire with Redrow.

e) Rainwater run off affecting properties around New Cross Crossroads – update

Clerk confirmed that SCC had provided an update in relation to the issues affecting the Cottage, Mount Fancy; the SRA application failed to get through the initial sift. A local drainage scheme similar to that previously discussed has been put forward and it will be completed by the end of this financial year.

In relation to the area between New Cross Crossroads and Gotton Manor a site meeting has taken place and it has been agreed that the homeowner will do some remedial works and SCC Highways will also implement a small drainage scheme outside New Dawn.

101/21 Local Government Re-Organisation – update

Clerk outlined the responses received from the Parish Councils to the letter from WMPC regarding Local Government Re-Organisation. Clerk and Cllr Haskins to join the KSM PC meeting on 14th June. Clerk confirmed that she joined the SLCC branch meeting and LGR was discussed. Baroness Scott was suggested as a speaker at a meeting of the Parish Councils when it is arranged. Cllr Fothergill encouraged the PC to progress with a meeting with other PCs as soon as possible. It was agreed that as soon as responses were received a meeting would be arranged.

102/21 Reports, including recent developments, matters to consider and decisions to be made:

a) Bathpool Flood Warden: Mr Kevin Perry

Mr Perry reported that May was the second wettest month of May in 40 years. 29mm of rain fell on 13th May alone. The Environment Agency issued a flood alert on 12th May and the relief pump was installed on 13th May, the combined sewer discharged in gardens on Bridgwater Road. Despite the installation of the relief pump there was no need to switch it on. With the rapid rise in water levels in the Old River Tone the lay flat pipe was dislodged again. The pipe has since been replaced with a metal one.

The road drains on Bridgwater Road have now been cleared and the double yellow lines on Bridgwater Road have now been correctly painted.

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

Apologies were received in advance of the meeting from Mr Tutill. Assistant Clerk outlined the revised draft NP that had been amended to reflect the responses from the Regulation 14 consultation. Assistant Clerk requested approval of the revised draft NP. It was proposed by Cllr Ellis, seconded by Cllr Hope and all agreed by a show of hands that the revised draft NP is approved.

Cllr Elliston outlined a suggestion to include reference in the revised NP to car parking space sizes in new developments to be adequately sized. Assistant Clerk to look where this provision can be included in the NP.

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

Footpaths

Cllr Gage confirmed that he had nothing further to report.

BACH Chairman;

Cllr Gage confirmed that he had nothing further to report.

Allotments;

Clerk confirmed that concerns had been received from a resident of a property neighbouring the allotments about bonfires. Clerk suggested amending the tenancy agreement for 2022 to include a rule regarding bonfires.

Highways;

Cllr Besley reported the overgrown hedge between the Cricket Club roundabout and the turning from the A38 onto the A3259. The maintenance of the hedge is Highways England responsibility. It was agreed that Mowgate would be asked to cut the hedge when they are next in the area.

Cllr Elliston raised the matter of the lanes at the Hankridge roundabout from Sainsburys. It is unclear which lane motorists should be in. Cllr Fothergill to raise.

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 the grass cutting in MH1 has now commenced.

Cllr Besley raised the matter of ragwort in and around MH1, particularly along the roadsides of the ERR. Clerk to request Persimmon that the ragwort is dealt with before it goes to seed.

Safe Routes to School;

Cllr Tully confirmed that there was nothing to report.

Community Liaison /Transportation;

Cllr Elliston confirmed that there was nothing to report.

Local Government Re-Organisation;

Cllr Cavill confirmed the result of the local poll.

d) Communications Report - Clerk.

Clerk confirmed that there was nothing to add to the report that was circulated in advance of the meeting.

e) GDPR

Nothing to report.

f) WMPC Chairman; Cllr Haskins

In Cllr Haskins absence, there was nothing to report.

Representatives on outside bodies/Response to Consultations:**g) West Monkton Village Hall Management Committee**

Cllr Tully confirmed that there was nothing to report.

h) The Spital Trust

Cllr Ellis confirmed that there was nothing to report.

i) Any events at which WMPC was represented

No other events.

j) Consultations responses to be developed / approved for submission

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MHCLG Electronic Communications Infrastructure Consultation
<https://www.gov.uk/government/consultations/changes-to-permitted-development-rights-for-electronic-communications-infrastructure-technical-consultation/changes-to-permitted-development-rights-for-electronic-communications-infrastructure-technical-consultation> Deadline 14th June 2021.

The draft response circulated by email was approved for submission

“On 12th November 2019, the Parish Council made a resolution which stated that “Although West Monkton Parish Council is not in a position to ban or allow 5G to go ahead in the Parish, it does not stop the Parish Council exercising caution in its endorsement of 5G until more evidence becomes available. Under the Precautionary Principle, the burden of proof rests with the telecoms industry to prove that 5G is not harmful to humans, animals and plants.

West Monkton Parish Council has a social responsibility to protect the public and environment from exposure to harm from 5G wireless radiation. Until there is consensus amongst independent scientific advisory groups that 5G radiation does not pose threat of harm to humans, animals and plants, WMPC invokes the Precautionary Principle and does not endorse the rollout of 5G in the Parish.”

The Parish of West Monkton has been substantially developed in last 10 years and when responding to development proposals the Parish Council has given serious consideration to the design and impact of all proposals. Because of this, the resolution that the Parish Council made in 2019 and the lack of information being available about the impact of 5G on humans, animals and plants, the Parish Council is not supportive of permitted development rights being changed to enable the deployment of 5G.

Improving broadband for Very Hard to Reach premises. The Government are consulting on Improving broadband for Very Hard to Reach premises. <https://www.gov.uk/government/consultations/improving-broadband-for-very-hard-to-reach-premises> It was agreed that the PC would not submit a response to the consultation.

103/21 Annual Policy Review: Review of policies

The Risk Assessment and Management, Complaints / Disciplinary Procedure, Equality Policy, Training Policy, Recruitment Policy and Working Party Protocol were reviewed and approved for a further 12 months. Proposed by Cllr Besley, seconded by Cllr Cavill and all agreed by a show of hands.

104/21 Assets

a) Asset Register

Up to date.

105/21 Finance

a) BACH Finance to 31st May 2021.

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 31st May 2021.

b) AGAR and Internal Audit

To adopt the AGAR Internal Auditor's report : proposed by Cllr Cavill, seconded by Cllr Ellis and all agreed. It was agreed to record the grateful thanks of West Monkton Parish Council for the thorough and supportive Internal Audit of the financial affairs of the Council carried out by Mr K Perry.

c) Grant application

Recommendation from Audit Working Party to award Climate resilience grant of £500.00 to Mark and Katie Weller as part of their insulation work on Beans Corner, with report back when work which included the grant is finished. Proposed by Cllr Hall, seconded by Cllr Gage and all agreed by show of hands.

d) Quotes

Further to suggestion made at the last meeting of the Audit Working Party, resolution to purchase three picnic tables for Farriers Green for £1050.00 plus VAT, plus installation costs including secure attachments. Details of the tables at the end of this Financial Report and circulated by email 02.06.2021.

Proposed by Cllr Elliston, seconded by Cllr Gage and all agreed by show of hands.

Resolution to agree the general principle for Councillors reasonable expenses.

To approve as a general principle, Councillors' reasonable expenditure incurred during the prior agreed execution of Parish Council business to ensure smooth running of the Parish Council, for example paper and ink for project management and fuel and other requirements to keep the mower running: supported by a completed expenses claim proforma and receipts. Proposed by Cllr Ellis, seconded by Cllr Tully and all agreed by show of hands.

e) 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	£0.89
Nationwide	£ 3.11 April, £3.22 May
PSDF	£ 2.97 April, £2.04 May

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	£ xx.xx (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 3	£ 449.41 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	£ 50.00 (CIL footpaths) to be paid by bacs
	£137.50 (Lengthsmans Services) to be paid by bacs
B Turner: Allaboutyou work done in May	£ 125.00 no vat to be paid by bacs (env)
Cllr Gage expenses for mower	£101.03 no vat to be paid by bac (sports and general)
Hunt Forest repairs to mower (annual service deferred, not enough hours on the clock)	£279.40 (incl 46.58 vat) to be paid by bacs (sports and general)
K Perry Internal Audit for 2020.2021	£150.00 no vat to be paid by bacs
Climate resilience grant	£500.00 no vat (grants climate) to be paid by bacs
Support for local Crime Stoppers	£400.00 no vat (grants general) to be paid by bacs

Any other invoices received before 8 June 2021 for invoice £ to follow, to be paid by bacs wherever possible.

No late invoices received

Proposed by Cllr Ellis, seconded by Cllr Hope and all agreed by show of hands.

Payments made since last meeting of WMPC.

1. To note: Payments made using debit card
12th Edn Arnold Baker 123.00 =0.80vat = £123.80 (sundry admin)

2. To note payments by bacs/transfer:

Payment for second half of Kae Connect furniture for Tacchi-Morris refurbishment paid by bacs on 21 May 2021 (£2576.60 + vat 515.32).

3. To note payment by direct debit

Invoice 9727 May 28th Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, for the servicing plan.

Tailored auto enrolment pension deductions: £79.45

Invoice SWS108208 Monthly invoice £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)
April fin sheet)

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ICO (Information Commissioners Office) Data Protection fee, £35.00, (no vat but deduction of £5.00 for paying by DD) will be collected by direct debit on or before 12th July 2021 (sundry admin).

4. Cheque
Nil

f) WMPC Bank reconciliation

Bank reconciliation and budget check: please check on green financial sheet. Ask any questions by email. Bank reconciliation for 1st June is complete and balanced.

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 June financial sheet

WMPC Receipts

Shows receipts between 1 May and 31 May. Includes interest from three bank accounts.

WMPC Expenditure

Communications includes 'Business all about ' (Bethan Turner) management of Seed Initiative. Monkton Elm has contributed £50 in vouchers for prizes for the competitions.

Resolution for West Monkton PC to contribute to the prize fund in the sum of £50.00 £100.00 to include £50.00 contribution to the prize fund in vouchers set up by Monkton Elm, and to allow a further £50.00 for the purchase of small trophy cups.

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

Sports and General: mower repairs £232.82 + vat46.58 and mower expenses (fuel) Cllr Gage 101.03 = £380.43 Lengthsmans for April (on May fin sheet) 89.88 Higos + 81.25 Lengthsmans, services (no vat) = £171.13; and separately, Lengthsmans CIL project (footpaths) (no vat) £143.75.

CIL projects £143.75(no vat) footpaths, £256.60 +vat 515.32 =£3091.92. Total on May fin sheet £3235.67

g) To note the report of the meeting of the Audit Working Party on Friday 23rd April 2021

AUDIT WORKING PARTY

Meeting Friday 28th May 2021 at 9.30am

VIRTUAL MEETING

Attended by Cllrs Hall and Gage, Clerk Amy Shepherd, Assistant Clerk Tricia Cavill.

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

1. To consider the grant application from Mark and Katie Weller, Beans Corner, West Monkton for a £500.00 climate emergency grant and decide whether or not to recommend the award of the grant.

It was explained that the Climate Resilience grants were towards housing stock rather than individuals as the aim was to make the housing stock of the Parish more climate resilient. There had only been one application made in the first window, leaving plenty of funds for applications that might be made in the second window (1 September to 15 October). Under the terms of the current Grants Policy, it was agreed to recommend the award of this grant.

A note was made that the Grants Policy for the year 2022/2023 should be revised to include means testing of some kind so that those in older houses with less available funds may qualify for more grant support than those with more available funds.

2. To consider and confirm the application to open a savings account with the Unity Trust Bank. It was agreed that the exposure created by receipt of CIL funds merited an extra bank account being opened. The Unity Bank was set up for Parish Councils. The savings account being applied for would require any two out of three signatories: Cllr Haskins, Tricia Cavill and Amy Shepherd. None of the signatories could withdraw funds, the only movement allowed would be the same as Nationwide i.e., the removal of funds to another named bank account. The named bank account would be the Parish Council's Treasurers Account (the cheque book account).

3. To consider any other financial matters brought to the attention of the RFO before the meeting. Cllr Gage raised a question about VAT reclaim. He had been unable to obtain a VAT receipt for the recent purchase of disposable items for the Country Park, and believed that many retail outlets were no longer able to produce a VAT receipt made out to the Parish Council. He asked what percentage of VAT reclaim was lost in this way, and could the matter be taken up with the VAT authority. Tricia Cavill confirmed the percentage of VAT lost because of lack of appropriate VAT receipts was very small indeed. It was agreed to forward the question and observation to Crispin Taylor VAT expert at SALC and SLCC.

4. Date of next meeting Friday 16 July 2021 at 9.30am.

The meeting closed at 9.30am.

Please note, this report will be confirmed at the next meeting of the Audit Working Party on 16th July 2021.

106/21 Other matters for report only – items for discussion - no decision

Items for next meeting agenda – by Monday 5th July 2021 - noted.

Cllr Hall reported that the Rugby Club had been in contact requesting a meeting with the PC and local Police about parking during matches. It was agreed to arrange a meeting.

Cllr Hall reported that a petrol strimmer was need for the Country Park. It was agreed that the outcome of the CP meeting on 14th June would be awaited. Purchase of a strimmer to be considered at the July PC meeting.

Cllr Cavill suggested that Parish Surgery meetings should return to in person meetings at the BACH at 8.30am from July. The suggestion was agreed.

107/21 Dates of forthcoming meetings:

Parish Council:

Second Tuesday in the month

2021: 13th Jul, 10th Aug, 14th Sep, 12th Oct, 9th Nov, 14th Dec

Planning Committee

First Tuesday in the month

2021: 6th Jul, 3rd Aug, 7th Sep, 5th Oct, 2nd Nov, 7th Dec

Parish Surgery

Second Thursday in the month at 7pm (virtual), to return to face to face at 8.30am at the BACH from July.

Audit Working Party: 23rd July 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 10.02pm

Signed Chairman:



Date: 13th July 2021

Adopted - Redacted