



West Monkton Parish Council

ADOPTED

Minutes of the meeting of the Parish Council held on Tuesday 8th October 2019 at 7.00pm in the BACH (Brittons Ash Community Hall), Bathpool.

Present: Cllrs Besley, Cavill (from 7.25pm), Ellis, Hall, Haskins, Hope and Gage.

In attendance: Mrs A Shepherd, Clerk, Mrs T Cavill, Assistant Clerk, Ms J Pearson, Clerk to Cheddon Fitzpaine Parish Council, Mr K Perry, Flood Warden, Cllr David Fothergill, County Councillor, Paul Elliston, Bathpool Pioneer and approximately 8 members of the public.

146/19 To receive any apologies (with reasons), introductions with responsibilities

Apologies were received from Cllr Tully, Cllr Kelly, District Cllr Andrew Pritchard and Mr K Tutill, NP Review Group Chairman.

147/19 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.

148/19 To adopt the minutes of the last meetings

The minutes from the previous meetings of the Parish Council on 10th September 2019 and BACH Committee on 18th July 2019, having been previously circulated, were taken as read. It was resolved to adopt the minutes of the Parish Council meeting on 10th September 2019, proposed by Cllr Hall, seconded by Cllr Gage, and all agreed by show of hands. It was resolved to adopt the minutes of the BACH Committee meeting on 18th July 2019, proposed by Cllr Ellis, seconded by Cllr Hall, and all agreed by show of hands.

149/19 To note Clerk's report and Assistant Clerk's report

Assistant Clerk's report:

- Actioning decisions made by Council.
- Attended meetings with Persimmon, Creech St Michael PC, Cheddon Fitzpaine PC, and Parish Surgery.
- Neighbourhood Plan Review Questionnaire and online survey were completed ahead of time and the document sent to Sharp Cat on 23rd Sept. The invoice was paid up front to allow despatch to go ahead week ending 27th September. Closing date fixed for 31st October.
- Research charging points in Parish - ongoing.
- Taunton Solicitors (formerly Baillache) contact Bruce Leyland, is currently working on the new licence to occupy Maidenbrook Country Park, and finalising the transfer of car parking spaces to BACH.

Clerk's report:

- Actions from previous meetings and other issues raised during the month:
 - Meeting arranged with Heathfield School regarding the tennis court proposal.
 - Response received from Alyn Jones regarding Maidenbrook road crossing / safe routes to school. Email circulated. Offer of working with schools to raise awareness by Road Safety Team forwarded to Heathfield School asking if they would like to take up the offer.

- MH2 Masterplan – Email sent to R. Miller at SW+T Council requesting meeting to share MH2 Masterplan before public consultation – A. Penna responded to the email to Assistant Clerk – Email circulated.
- Met with Louise Thomas re 5G. Request for Parish Council to consider current 5G Government Consultation regarding Permitted Development.
- BACH:
 - Proceeded with instructing contractors to carry out work according to the quotes approved at the last meeting to spend remainder of S106 money available.
 - Heat meter installed on 27th September and PA System / Overhead projector scheduled to take place on 17th and 18th October.
 - Committee Meeting held on 3rd October 2019 at 7pm, actions from the meeting included:
 - PAT Testing to be arranged of portable appliances
 - Quotes to be gathered for ventilation in the office
 - Electric heater for the office to be sourced
 - Christmas Get Together arranged for 12th December from 5.30pm – 7.30pm
 - Next BACH Committee meeting to be held on 23rd January at 7pm.
- Other events attended during August:
 - 3rd September - Planning Committee meeting
 - 12th September - Parish Surgery
 - 12th September – M5 J25 update meeting with SCC
 - 25th September – Meeting with Heathfield School re Tennis Courts
 - 26th September – Parish Online Training – SALC – lots of benefits for WMPC. Cost for PC would be zero – propose to sign up for trial and do a demo of the digital mapping tool at the November Planning Committee Meeting.
 - 26th September – Joint Parish Panel meeting re MH2
 - 27th September – Meeting with Persimmon
- Dates this month:
 - 10th October at 8.30am – Parish Surgery (No Persimmon in attendance)
 - 18th October at 9am – Audit Working.

150/19 Feedback from the September Parish Surgery

Clerk confirmed that Persimmon were in attendance at the September Parish Surgery and updates in relation to the completion of MH1 were given. A meeting has since taken place with Persimmon on 27th September when MH1 progress was discussed in greater detail. The next Parish Surgery is on 10th October at 8.30am.

151/19 SCC report from Cllr D Fothergill

Measles: Measles is a highly infectious viral illness that can be very unpleasant and sometimes lead to serious complications. Earlier this year the UK lost its measles free status due to the increased number of confirmed cases in the UK and evidence that transmissions of measles had been re-established. This increased number of cases is directly linked to the drop in the number of Children vaccinated, in particular the second dose of the MMR vaccination. Evidence has shown that cases of measles occur in communities where vaccine uptake is low. As measles is highly infectious, even a small decline in uptake can have an impact, and anyone who has not received 2 doses of MMR vaccine is at risk. Those people who missed out on getting the vaccine are urged to make an appointment now to get vaccinated. For more information visit: www.nhs.uk/conditions/measles

School Places: September saw the opening of applications for school places for 2020. The deadline for secondary school places is 31st October 2019 and primary school admissions the deadline is 15th January 2020. SCC encourages everyone to submit three preferences, including their local school as one of those preferences. In recent years, some applications have only included one preference for a non-local school and if demand is high for that single school, it can mean that students and parents have to wait longer for a confirmed placement at a different school, making the experience more stressful. www.somerset.gov.uk/education-and-families/apply-to-start-school

New School Openings: September saw two new schools open their doors in Taunton, the £8.5m Hazelbrook campus at Selworthy Special School and the new £7.3m Nerrols Primary School, creating 500 new school places. The state-of-the-art new campus at Selworthy will offer 80-100 places for secondary age pupils with a

wide range of Special Educational Needs and/or disabilities. The development will help to ensure pupils can be educated close to their homes and communities, without needing to take long journeys to a school, which can accommodate their needs.

Libraries: Over 7,000 children visited libraries across Somerset to take part in 'Space Chase' – this year's national Summer Reading Challenge inspired by the 50th anniversary of the first moon landing. Children signed up to read up to six books over the summer and received rewards for every book they read. During the holidays over 160,000 books were read in total and hundreds of children and families took part in free events held in their local libraries such as slime making, story times, 3D printing, virtual reality, LEGO days, Nintendo Switch gaming events, and many more.

Costa Coffee Fostering Events: Over the next few weeks information events about Fostering opportunities are being held in Yeovil, Shepton Mallet and Bridgwater, kindly supported by Costa Coffee. More information can be found at www.fosteringinsomerset.gov.uk

Enterprise Centres: Two business-boosting enterprise centres for Somerset have taken a leap forward with construction work now underway. Cathedral Park, Wells will offer two larger offices, ten smaller offices and two meeting rooms as well as five 50 square metre industrial units whilst the new, purpose-built Wiveliscombe centre will offer ten offices, two meeting rooms and seven industrial units. The aim is for both centres – which are each costing in region of £2m – to be open next Spring, bringing the total number of centres in the Somerset network up to seven. All centres provide modern, accessible space for small and growing businesses – something that can be hard to find in rural areas. They offer flexible tenancies, superfast broadband, business networking, access to business support and competitive rents.

Gritting routes: As the County Council's financial position has now significantly improved SCC has confirmed it will make available an additional £200,000 for the highway winter service to fund additional routes and activities. The precautionary gritting network has been reviewed in line with the most up to date code of practice. This has resulted in an increase in the precautionary gritting network from approximately 720 miles to 900 miles of road which will be treated every time ice or snow is forecast. This is around 21% of the total roads in Somerset – bringing it back to previous levels. SCC will be operating 23 gritting lorries, running out of five depots across the county.

Grit Bins: Parish Councils are being asked to check their grit bins and to let SCC know by 31st October if they need filling. This will assist with the continuing sustainability of this service by targeting visits by the road maintenance teams to only those locations in need. One tonne dumpy bags of salt are sometimes provided on steep slopes, especially on Exmoor and the Mendips, and this will continue to be the case. If Parish / Town Councils have any questions regarding the provision of roadside salt please contact the area highways office. The Parish / Town Council salt bag collection day which has taken place for a number of years up until last winter was also reviewed. The conclusion was that on recent occasions the take up of this service was generally low and it did not provide good value for money.

Opposite Sex Civil Partnerships: Somerset's Registration Service is ready and waiting for couples wishing to tie the knot through a new 'opposite sex civil partnership' next year. The service would like to hear from couples interested in booking a ceremony in 2020 following the change of Government legislation which will make civil partnerships available to opposite as well as same sex couples. Somerset Registration Service has a large team of professional celebrants who will tailor ceremonies to suit each couple's preferences at over 120 licensed venues. Contact Somerset Registration Service via somersetregistrations@somerset.gov.uk

Chair requested an update on the Western Relief Road and also clarification over who is responsible for delivering the Road. Cllr Fothergill agreed to a joint meeting taking place with SCC, Persimmon representatives and Creech St Michael PC representatives to discuss the WRR and traffic calming measures for MH1 and MH2. Clerk to arrange a meeting.

Chair asked how SCC are preparing for Brexit. Cllr Fothergill confirmed that Government are providing weekly briefings and an additional £175k has been provided by Government to prepare. SCC have done everything that it can but there are a lot of unknowns.

Chair asked if SCC are aware of any proposals to change the MH2 school from a through school. Cllr Fothergill confirmed that he wasn't aware of any proposals.

Chair requested an update on progress with the J25 work. Cllr Fothergill confirmed that work is progressing to plan.

152/19 SW+T Council reports from Cllr Pritchard, Cllr Tully and Cllr Cavill

Cllr Cavill confirming that SW+T Council Full Council meeting is taking place this evening. A new Armed Forces Covenant has been agreed. The new Corporate Strategy has also been approved. The strategy includes four priority themes, these are; Our environment and economy, A transparent and customer-focused Council, An Enterprising Council and Homes and Communities. Work continues to obtain a licence in respect of the Country Park, the management plan needs to be checked by the Trees and Landscape Officer and a spray regime needs to be approved, the licence will then be issued. A formal letter has been requested from the Parish Council in respect of ownership of the Country Park. Cllr Cavill has sent this today.

153/19 Country Park

Cllr Hall provided an update in relation to the Country Park. The licence is awaited. The pre-planning application has been submitted. A report in response to the application is expected within 3 weeks. The Planning Officer dealing with the application is also dealing with the planning application in relation to Conquest.

The Commanding Officer of 40 Commando visited the Country Park. They have requested 9 trees to be put around a stone. 40 Commando have offered their support with the Country Park and Somerset Wood including the allocation of labour if required.

Cllr Hall has met with Hestercombe to identify links with the Country Park.

The meeting was adjourned.

Public Question Time *By agreement with the Chairman, the questions raised were answered in the body of PQT, where possible. No decisions*

A member of the public requested an update in relation to the retail units on MH1. Cllr Cavill confirmed that details that the Persimmon shops have been built and details of the marketing that is taking place is awaited from Persimmon. The Redrow shops still need to be built.	NFA
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A member of the public raised the parking issues on Mead Way. Assistant Clerk confirmed that the PCSO had been contacted but that there was no law enforcement action that can be taken. Vehicle registration details can however be sent to Hinkley Point.	NFA
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A member of the public raised the overgrown hedge blocking the pathway along Mead Way. Clerk confirmed that a letter has been written to the homeowner.	NFA
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Paul Elliston requested an update regarding the paving work around the Community Square. Cllr Hall confirmed that the work is proceeding to schedule.	NFA
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Paul Elliston requested that notices are displayed when Bishops Close bollards are removed to provide access to stop people from parking and blocking emergency access.

Paul Elliston requested an update regarding the communicated 25-week closure of Bawler Road. Cllr Cavill suggested that the closure is likely to be an over-estimate. It was noted that part of the roundabout is expected to be in operation by Christmas to allow occupancy of houses in Hartnells.	NFA
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A member of the public raised the condition of the road surface to the right of the Monkton Elm Garden Centre Turning.	Clerk to report
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The meeting was resumed.

154/19 Planning

a) To consider recommendations from the WMPC Planning committee on applications received by 1st October 2019, (listed on SWT website); and to consider any others to date

48/19/0048 - Replacement of garage and retaining walls with erection of a single storey extension at Hawksview, Church Hill, West Monkton

West Monkton Parish Council would request a flat roof to the proposed garage or at least a flatter pitch of less than 15 degrees to reduce the impact on the neighbour, because the proposed site of the garage is less than a metre from the boundary hedge and as such has an overbearing impact on the neighbouring property. Because of the proximity of the construction to adjacent trees and hedges, measures to protect plant roots during construction need to be in place, and any trees caused to die or be damaged during construction shall be replaced (like for like).

The Parish Council notes and supports the statement regarding lighting in the bat survey, which is directly in accordance with WM & CF Neighbourhood Plan Dark Skies Policy.

5.1.5 The provision of additional lighting associated with new garage and extension may cause disturbance to commuting, foraging and roosting bats on and adjacent to the site. To minimise impacts on commuting and roosting bats it is recommended that development incorporates a sensitive lighting scheme to ensure that lighting levels are not increased on site, and where possible are reduced. Exterior lighting should be avoided or kept to a minimum and blinds or curtains should be fitted to windows to minimise light spill. Where exterior lighting is unavoidable it should be kept to a minimum, on a PIR system and directed downwards and away from hedgerows and trees. The security light on the side of the garage should be removed. Reference should be made to current guidance (Institution of Lighting Professionals, 20187).

The recommendations from the Planning Committee meeting on 1st October in relation to the following planning applications were adopted, proposed by Cllr Besley, seconded by Cllr Ellis and all agreed by show of hands.

Stylings, Gotton Lane - Enforcement notice has been registered. Noted

Extra information about 48/19/0046 tractor store at Marlows: The new information provided by the applicant alleviates the concerns expressed by the Parish Council about trees in the vicinity, including measures being taken to protect tree roots during construction and afterwards. The Parish Council remains concerned about the size of the tractor store which is in its dimensions (6m x12m) and design a large agricultural shed. It is noted that no services are included in the shed's design/presentation in this application. In view of the WM & CF Neighbourhood Plan Dark Skies Policy(R1) it is required that should lighting be installed at a future date, it must be directional LED lighting both inside the shed (because of the Yorkshire boarding) and outside.

48/19/0050 Removal of conservatory and lean-to extension with the erection of single storey extension to rear and side of dwelling house at 82 Bridgwater Road, Bathpool. Parish Council supports this application.

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

Noted.

155/19 MH Development

a) Dyers pond project (a CIL project): working group Cllrs Haskins, Gage, Cavill, Tully, and Ellis: update.

Assistant Clerk confirmed that the Parish Lengthsman can carry out the work required to extend the fence. It was noted that re-seeding wasn't required. Assistant Clerk to also ask Parish Lengthsman to re-set the bags that have been removed.

b) MH1: working group Cllrs Hope, Hall, Kelly and Cavill: update.

A meeting with Persimmon took place on 27th September when the remedials required on MH1 were discussed. Cllr Hall outlined the result of some enquiries that he had made into the potential cost of delivering the football pitches. Clerk to chased the Persimmon quote and request confirmation of the services available. It was agreed that Cllr Hall should investigate the delivery of the football pitches further.

The transfer and management of the open spaces in MH1 was discussed. It was agreed that the Parish Council would proceed in principle and that legal advice would be sought.

c) MH2: Joint Parish Council Panel

It was noted that the next meeting of the Joint Parish Council Panel was scheduled to take place on 7th November at 7pm.

156/19 Environmental

a) SCC Finger post restoration project: Progress update

Assistant Clerk confirmed that the SCC Finger Post Restoration project was complete and the finger posts look really good.

b) CIL projects: Dyers Cycle Lane

The Dyers Cycle Lane project was discussed. It was agreed to not continue with changing the colour of the existing tarmac but instead investigate the placement of two replacement bollards to identify the continuation of the cycle route into Dyers Lane towards the Canal towpath. Clerk to investigate.

c) Parish signage: Progress update

Clerk confirmed that public notices in respect of the licence have been displayed at the proposed sign locations. The deadline for comments is 17th October.

d) Access to Heathfield School Tennis Courts: Progress update

Clerk confirmed that she had met with Matthew Bernard who is in charge of community sports facilities at Heathfield School regarding access to Heathfield School Tennis Courts. Heathfield School are happy to make the tennis courts available for use by the community. An email confirming details is awaited from Heathfield School following which details will be published on the Parish Council website and Facebook page.

Cllr Gage requested consideration of the area next to the MUGA at Hobs Close for the location of a tennis court in the future. The support of the community for further tennis court provision needs to be measured. It was noted that the NP Questionnaire responses can be used for this.

e) Charging Points Grant Application: Progress update

Assistant Clerk outlined the enquiries that had taken place in relation to Charging Points since the last meeting. A meeting with an installer had taken place at the school and another has been arranged to enable a quote for the installation of the charging point to be obtained. Tacchi Morris are also interested in having a charging point. The required information has been submitted to Zero Carbon World. The deadline for applications for grant funding with SW+T Council is 31st October 2019.

157/19 Reports, including recent developments, matters to consider and decisions to be made:

a) WMPC Chairman – Cllr Haskins

Assistant Clerk distributed certificates for the Ride-On Mower training to Chair, Cllrs Hall and Gage. Chair confirmed that he had attended the Harvest Festival Supper on Sunday.

b) Bathpool Flood Warden – Mr Kevin Perry

Kevin Perry confirmed that the Environment Agency provided a useful update about their work in Bathpool to the Planning Committee last week and it is hoped the Environment Agency would attend again in December to provide an update in relation to planned projects.

The Environment Agency will be testing the flat bed hose over the coming weeks, information is awaited from the Environment Agency about the cost options to replace the pipe. When this is received the Parish Council will consider making a contribution.

The Tone catchment had its first flooding alert on 28th September but the Parish was unaffected. The measuring board at Swingbridge will be replaced.

c) NP Steering Group report

In Kelvin Tutill's absence, the Assistant Clerk read a report prepared by Kelvin to the Council.

1. The questionnaires relating to recreation and NP policies have now been sent out following sterling work by the Clerks and members of the Review Group with a return date of no later than 31st October.
2. Ann Rhodes has been notified that the results will be collated during the course of November and we anticipate a meeting with her during December to discuss any effect on the NP Policies which in turn will determine whether any revisions will need to be considered by the Local Authority, an Independent Inspector and ultimately another Referendum.

3. If a referendum is required, and receives a yes vote from the parishioners the timeframe for finalising the NP into planning policy is likely to be May / June of 2020 although it will have an increasing weight against any planning application as it progresses through the system.
4. We will be able to give an initial update to the PCs at the November meetings and hopefully a more considered one at the following meetings

d) Councillors with roles of responsibility

Footpaths: Cllr Gage

Cllr Gage confirmed that a report had been received about a broken stile. Cllr Gage is going to take a look.

BACH: Cllr Gage

Cllr Gage reported that the heat meter has been installed but isn't moving. Cllr Gage to wait another week to see if the meter changes before escalating.

Allotments: Cllr Haskins (Clerk)

Clerk asked Councillors to consider approving the changes to the allotment tenancy agreement so that it can be used from 1st January 2020. It was resolved to approve the amended tenancy agreement, proposed by Cllr Gage, seconded by Cllr Hall, and all agreed by show of hands.

Highways: Cllr Besley

Cllr Besley reported that the verge on Gotton Lane has been damaged.
A further report in relation to Highways to be provided in confidential session at the end of the meeting.

Clerk to report

Flooding: Cllrs Cavill and Hall

Nothing to report.

Safe Routes to School

It was noted that the Traffic Management System awaited from contractor for use during WRR construction.

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

Cllr Hope reported that the seed in the main play area has taken well but the fencing is to remain in place until Spring. Five additional dog bins have been installed, there are now 7 dog bins in total and 13 waste bins in MH1. Work on the MUGA is progressing well. Tree Survey with Persimmon, Cllr Hall and the Clerk will take place on Friday 11th October.

Cllr Cavill confirmed that Persimmon are keen to handover the open spaces very quickly.

Cllr Cavill highlighted that the hedge on the entrance to the Country Park was becoming overgrown. It was proposed by Cllr Cavill, seconded by Cllr Hall, and all agreed by show of hands to instruct Mowgate to cut the hedge.

Cllr Besley

Community Liaison/Transportation: Cllr Kelly

Nothing to report

e) Communications Report

Clerk confirmed that regular updates and news items were added to the Parish Council website and Facebook page during the course of the month. The Welcome Pack covers have arrived and will be delivered to local businesses and new properties at Hartnell Farm as they are occupied.

f) GDPR

Nothing to report

Representatives on outside bodies/Response to Consultations

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

Nothing to report in Cllr Tully's absence.

h) The Spital Trust: Cllr Ellis to report

Meeting took place on 26th September. Gas main has now been fitted at the Almshouses. Available funds are now lower as a result. Residents are now paying for their own gas supply. Next meeting will take place in March 2020.

i) Any other events at which WMPC was represented

Cllr Cavill and Assistant Clerk attended the Civic Service which was noted as a well attended and good event.

j) Consultations submitted

Clerk confirmed that a Parish Council response has been submitted to The Ministry of Housing, Communities and Local Government (MHCLG) joint consultation with the Department for Culture, Media and Sport (DCMS) on extending 5G mobile provision in rural areas, following agreement at the Planning Committee meeting on 1st October 2019.

158/19 Assets

a) Asset register; to confirm up to date

Confirmed. It was noted that the Asset Register will be reviewed and adopted at the next Parish Council meeting.

159/19 Finance

a) Quotes:

- QSS IT: supply new PC, extra storage, prepare for use with software and licences, transfer contents from old laptop, wipe clean old laptop and prepare for use. HP £1149.62 +vat, Dell £1152.54 +vat. Proposed to accept quote by Cllr Ellis, seconded by Cllr Hall, and all agreed by show of hands.
- Fencing at Dyers Brook Bridge: Lengthsman will do it, he has checked the grass seed which has been sown and it looks fairly well covered.

b) To receive receipts and payments, approve 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	£0.76
Nationwide	£to follow
Second installment of Precept (dated 4thSept)	£31034.50

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 £39.20 to be paid by direct debit)) together - £95.20

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

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

HMRC month 7 £314.25 to be paid by bacs

Homeworkers allowance Clerk £16.00 to be paid by bacs

Homeworkers allowance Assistant Clerk £16.00 to be paid by bacs

Clerks expenses 2nd quarter £110.12 to be paid by bacs

Assistant Clerks expenses 2nd quarter £52.96 to be paid by bacs

Lengthsmans services £248.20 to be paid by bacs

Audiovisual Direct sound system and ohp BACH £2838.24 to be paid by bacs –50%, to be paid before work starts

PKFLittlejohn annual audit fee £480.00 to be paid by bacs
Westford mechanical heat meter at BACH £874.99 to be paid by bacs (to be reimbursed by SWTC-BACH s106)

Any other invoices received before 10 Sept £ to follow, to be paid by bacs wherever possible

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

Proposed by Cllr Gage, 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

Survey Monkey 320.00+64vat = £384.00 for multi-use multi question surveys

Trade Print A5 folders £234.62+vat£46.92 = £281.54 (paid in August)

Trade Print Inserts £83.45 no vat

Sharp Cat (73%share) £3720.01

Audiovisual direct 50% of invoice for sound system and ohp at BACH £2838.24 incl vat (from s106 fund)

Sevenside safety protective clothing (helmets, goggles, ear muffs) for mower x 4 £72.67 inc vat and delivery (in Oct fin sheet).

2. To note payments by bacs/transfer:

nil

3. To note payment by direct debit

Invoice 6460 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Tailored auto enrolment direct debit: AP voluntary contribution xx.xx + xx.xx employer contribution for AS and xx.xx employee contribution for AS = total £xx.xx

Invoice SWS 105038 Monthly payment of £59.80 + vat £11.96 = £71.76 to Somerset Web Services (13 mailboxes)

4. Cheque

Nil

c) To note bank reconciliation and budget check, WMPC and BACH (green financial sheets).

Bank reconciliation and budget check presented at the PC meeting by ref to green financial sheet. Bank reconciliation is OK, no outstanding items.

General notes

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). These are the monthly list of payments for approval.

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

Specific notes for WMPC October financial sheet

WMPC Receipts

Includes interest from Lloyds 0.76 and Nationwide to follow.

Second instalment of Precept 31034.50

Reimbursement of dropped kerb at BACH (s106) £660.00

WMPC Expenditure

Clerks homeworkers allowance based on HMRC guidelines 16 per month x 2 = £32.00

Sports and General stated in Sept extras for mower: tow hitch, immobilizer £414.00+tools £126.35 = £540.35; but total cost of tools was 137.34 therefore total amended on spreadsheet to 551.34.

BACH kitout heat meter 874.99 + 50% payment for sound system £2838.24 total £3713.23

Publicity, design 200.00 and inserts 83.00= 283.00. (Welcome pack cover 281.54 in August)

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Neighbourhood Plan subscription to survey monkey and sharp cat (73% share with CFPC) £384.00 + £3720.01
= £4105.01

WMPC general

The AGAR (Annual Governance and Accounts Report) is complete. The report notes that the valuation of assets was changed from last year and the previous value was not re-stated. The difference is because the document was updated and a value (of oak bollards) not previously included, was added.

The AGAR certificate and documents is now on the website, according to requirements.

Waiting for CCLA to approve application to The Public Sector Deposit Fund.

d) BACH finance

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

e) To note next Meeting of Audit Working Party 18th October 2019

Noted

160/19 Other matters for report only

Highways – Confidential Session.

Cllr Besley tabled a report to the Parish Council regarding the Western Relief Road and traffic calming measures through Monkton Heathfield.

Cllr Besley summarised the content of the report.

The content of the report was noted and it was agreed that the Council in the first instance, would attempt to arrange a joint meeting with SCC, Persimmon and Creech St Michael PC, as agreed earlier in the meeting, to discuss the issues highlighted in the report.

161/19 Dates of forthcoming meetings: all meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2019: 12th November, 10th December.

Planning Committee

First Tuesday in the month

2019: 5th November, 3rd December.

Parish Surgery

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

Christmas Get Together 12th December at 5.30pm at the BACH

Neighbourhood Plan Delivery Group

Country Park Tripartite Committee

Annual Parish Meeting 25th March 2020 at 7pm at the BACH

BACH Committee: 23rd January 2020 at 7pm at the BACH

Audit Working Party: 18th October 9am, 17th January 2020 9am and 17th April 2020 9am.

Budget and Precept: 28th November 2019 at 7pm at the BACH.

There being no further business, the meeting closed at 10.30pm.



Signed Chairman

Date 12th November 2020