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West Monkton Parish Council

ADOPTED

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

Present: Cllrs Besley, Cavill, Ellis, Gage, Hall, Haskins, Kelly, Thompson.

In attendance: Mrs P A Cavill, Clerk; Mrs A Shepherd, Assistant Clerk, Ms J Pearson, Clerk to Cheddon Fitzpaine Parish Council, Cllr D Fothergill SCC, 3 members of the public, Mr K Perry, Bathpool Flood Warden,

001/19 Apologies

a) Apologies were received from Cllr Tully (personal), and Mr K Tutill.

002/19 To note

a) Declarations of Interest: none were declared.

b) Dispensation Requests: none had been requested.

c) Amendments to the Register of Disclosable Pecuniary Interest: none had been notified to the Clerk

003/19 To adopt:

a) The minutes of the last meeting of the Council held on 11th December 2018

The minutes, having been previously circulated, were taken as read.

It was resolved to adopt the minutes as a true record, proposed by Cllr Cavill, seconded by Cllr Hall, and all agreed by show of hands.

004/19 To note Clerk's report and Assistant Clerk's report – no decisions

Clerk's report

- Attended: Parish Surgery 13th Dec, CF PC 13th Dec, SALC AGM 18th Dec.
- Follow up on requirements for Country Park – shipping container /portaloo/first aid/ H&S signage. Shipping container and contents added to BHIB insurance, extra premium paid.
- Inspect grit bins (there are 11 in the Parish) report omissions from County List and request grit is replenished in all bins.
- Inspect raised kerb/bus stops (flags) on new development, survey sent to Councillors by email.
- Confirmation obtained that Persimmon remain in agreement for path at rear of Furs Close to connect to Dyers Brook bridge.
- Investigate costs of bus shelters: bus shelter site survey by BSL attended by Clerk, Vice Chairman, and people from M Elm. M Elm ok with discussions.
- Data Breach notice sent from Baillache Solicitors. Appropriate action taken.
- Incorrect invoice sent from DLO for annual grass cutting – new invoice will be issued.

Assistant Clerk's report

Assistant Clerk reported that thank you flowers, and chocolates were delivered to Booking Officer before Christmas as a thank you for the work she does to enable the smooth operation of the BACH. The final invoice for TDBC has been issued with bookings up until the middle of March. The next BACH Committee meeting is scheduled to take place on 24th January 2019 when the management of the school hall bookings will be discussed.

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Assistant Clerk confirmed that 9 of the 11 allotment rents due by 31st December have been received. The 2 outstanding payments are being chased.

Communications work as per the Communication Report.

005/19 Report from SCC Cllr D Fothergill

Cllr Fothergill noted the following:

Bus subsidies consultation to consider the future for all subsidised routes has been withdrawn.

SCC has been made one of the pilot areas for Business Retention Pilot, will retain £.7m in County shared across District Councils and other authorities.

County Finances – public health. Central government reduced SCC grant by £0.5m. Average per head in Somerset =£35.00 compared with national average of £57, some are £70. Will be questioned in 'Fairer Funding' review.

Somerset Wood – county wide publicity.

New schools programme: Consultation for 420 pupil school at Somerton in late January: multi-million-pound investment into Bishop Fox's to accommodate increasing numbers.

Major road investment: Plans for M25 junction improvements (£19.2m scheme) have been formally approved. Other schemes include Colley Lane and Yeovil Western Corridor.

MBE Award has been made to foster career from Yeovil after 39 years as a foster parent. More foster carers needed.

Sat 11th May is Somerset Day, register on www.somersetday.com for ideas and support.

Autumn settlement resulted in funds for social care, roads, and rurality being received.

In response to questions, Cllr Fothergill reported that HE reports that A358 road improvement scheme is overspent. HE has a preferred route.

Contribution from Redrow for WRR has not yet been received.

HIF (Housing Infrastructure Fund) application for £84m has been made to government.

006/19 Reports from TDBC

Cllr R Parrish reported that:

Shadow Council is progressing well, running alongside TDBC

Pedestrianisation of town centre St James Street postponed, resume in autumn to include Hammet St and East St.

Change retail/use of town centre.

Pay on exit car parks on-gong.

Taunton railway station to be revamped with multi-storey car park, 340 spaces.

Cllr N Cavill reported that:

A cheque for £1000.00 from Persimmon Community fund had been received.

TDBC has received a scoping request from PRC for MH2. These surveys will be time limited.

New CEO for TDBC James Hasset has been walking the job. Penny James staying for 1-month overlap.

CP Tripartite meeting on 14th Jan: hoping to go through next TD meeting for an agreement in principle, thereafter delegated decision by PFH/CEO etc. Will save possible delay by new council/elections.

Taunton will remain in top 200 towns in the country.

Car parks need to be user friendly, using app or cardless.

007/19 Country Park

Chairman Cllr Alan Hall reported that the trees were expected to be delivered next day. Grass has been cut in planting areas.

Volunteer spreadsheets are well populated, regulars as team leaders. At least 14 groups and many individuals. SWT looking after schools, cadets, other youth groups. Publicity via radio, tv.

Health and safety, Risk Assessments have been done.

Westonbirt Arboretum/Forestry Commission has been consulted, Parks expert will advise on tree distribution and care. Country side Stewardship being pursued.

Tree planting on 3 metre grid pattern in three blocks, oaks strategically planted.
Councillors invited to join volunteers (weds/Thurs and Sat/Sun).

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 resident enquired about the state of play on the Local centre. It was reported that the Persimmon part is being built, Redrow hasn't commenced. NHS England/SCC Public Health has advised a second pharmacy application has been received.

Items for Kate Payne, Persimmon, at Parish Surgery were identified.

Nfa

Nfa

Public Question Time was closed, and the meeting was reconvened.

008/19 Planning

a)

It was resolved to accept the recommended comments from the WMPC Planning Committee, proposed by Cllr Ellis, seconded by Cllr Gage all agreed by show of hands. Comments will be submitted to TDBC by Clerk.

Clerk

- o Consider TPO put on trees at Greysmead: contact agent to see if any action needed to support planning application. Agent has the matter in hand: D Galley TDBC prepared to meet on site.
- o 48/18/0058. It's an application for a single storey extension to the front of The Firs, Heathfield Drive, Monkton Heathfield. Support: no interruption to building line, no effect on the street scene, and the materials are in keeping with existing
- o 48/18/0060. Application to vary conditions ref roof at Walford Gardens Mews Barn. Parish Council wishes to see the roof in the style of the existing, like for like: how this is achieved is beyond the expertise of this Parish Council.
- o 48/18/0062. Erection of a single storey extension and a detach garage block/storage/hobby room at Oaklands Goosenford, Cheddon Fitzpaine. Parish Council has no comment on the extension to the house. The garage/hobby room has to be ancillary to the existing property. There should be appropriate planting of trees as the new garage building will be visible from the highway.

b) Planning decisions are on TDBC website.

009/19 MH development

a) Dyers Brook bridge: this is a CIL (Community Infrastructure Levy) project.

Quotes have been obtained for a box culvert 2mtrs by 1 mts. Crane can be hired, working from Heathfield Drive side of stream. Need technical drawing to submit with SCC application. Anticipated start in Spring 2019.

Cllr Gage
Clerk

010/19 Environmental

a) SCC Finger post restoration project: posts have been delivered, suspect inner sleeve needed for posts Need to meet with S Rolls Lengthsman to get started. Check SCC Manual for Finger Posts.

b) CIL projects: progress report from Assistant Clerk

Cycle path which runs around the canal roundabout side (ERR) along the A38 and into Dyers Lane
Croft garage pavement to Sylvan Way

Assistant Clerk confirmed that there was no progress to report in respect of these projects. An outcome / way forward is awaited from SCC. Assistant Clerk confirmed that contact has been made with Helen Vittery at SCC to enquire as to whether the Parish Council can do its own design work. A response is awaited. Assistant Clerk to follow up David Fothergill and ask if there is SCC funds available to deliver both of these projects.

c) Parish signage

Assistant Clerk confirmed that the application for parish signage was submitted to SCC in November. An acknowledgement has not been received. Assistant Clerk sent an email last week to follow up application, but no response has been received. The cheque that accompanied the application has been cashed by SCC.

d) Bus shelter review:

Clerk reported site meeting with Bus Shelters Ltd and quotes for each side of the road at Monkton Elm. **It was resolved** that the quotes would be accepted, in green with dual pitch roof and strengthened glass; proposed by Cllr Hall, seconded by Cllr Kelly and all agreed by show of hands. SCC license will cost £165.00, cheque signed to accompany application submitted to SCC

e) Outdoor recreation questionnaire. No further progress made, will bring to next Planning Committee meeting. Multi-purpose document to support NP review, provide evidence for tennis courts, confirm SWOT for Maidenbrook Country Park, and inform/remind residents (recently arrived or longer term) of the provision that is already available in the NP area.

011/19 Reports, including recent developments, matters to consider, and decisions to be made:

a) West Monkton Parish Council Chairman

Cllr Haskins reminded Councillors that Six Lines are needed for the Annual report. Now becoming urgent.

Cllrs Haskins, Cavill.
Kelly, Hall, Ellis, Tully.

b) Bathpool Flood Warden Mr K Perry

Mr Perry reported that on 17th Dec the EA decided to bring the pump to Bathpool. Flood alert on 18th Dec. Water rose 1.59mtrs in Old River Tone. It was seen that Flap gates had debris trapped when water went down – quickly cleared. Pump doesn't seem to be umping as much as 10inch bore pump did, Mr Perry has requested turning up the revs, for the 8inch bore pipe to pump more. More water in the South West than in the previous 30 years. Attenuation pond at Brittons Ash Green doesn't appear to be working, it has remained consistently dry. SRA will dredge further up the R Parrett, which will affect the speed of flow.

Nfa

c) NP Delivery Group report Mr K Tutill

Not present, no report.

d) Councillors with roles of responsibility:

Member for Footpaths Cllr Gage:

Footpath T32/19 needs a kissing gate into the field gate.

Clerk

BACH: Chairman Cllr Gage reported the heating had been turned off the entire building during the Christmas holidays. New caretaker needs training. Meeting with Business Manager at School next week. Heat meters have been read. Need to get new quotes for wooden fitted cupboards. Next BACH committee meeting 24th Jan 2019 7.00pm at BACH.

Cllr Gage

Member for Highways: Cllr Besley

Cllr Besley reported that COWMS were pursuing their three projects – bat survey, bus gate, village signage. Survey of gullies needing repair has taken place.

Cllrs Haskins/Gage
Clerk

Member for Public Open Spaces and Flooding: Cllr Thompson

Cllr Thompson reported that he had nothing to add to the report from K. Perry

Nfa

Member for Safe Routes to School and recreation areas: Cllr Tully

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Not present, no report. It was noted that road traffic signage at Maidenbrook Lane crossing A3259 is anticipated to be in place by the end of the financial year.

Nfa

Member responsible for Community Liaison and Transportation: Cllr Kelly
Volunteers for the distribution of the one-off edition of village news, list given to Cllr Gage, G Little will help.

D Watts/Cllr Gage

e) Communications Report

Assistant Clerk confirmed that regular updates had been made during the month to both the website and Facebook page. Designer given go ahead to develop the welcome pack covers, this is needed to confirm the size and number of the adverts on the covers to confirm details with local businesses. Assistant Clerk confirmed that visits of businesses in the Parish will take place to gather further interest to ensure all space on the covers is filled.

(f) GDPR:

Assistant Clerk reported that slides from SLCC Regional Conference providing advice had been requested to help develop that additional GDPR policies required. The slides have not been received yet. Assistant Clerk to follow up again with a view to developing the required additional policy for approval at the February meeting.

g) Reports from Parish Council representatives on other bodies: Consultations

- a) West Monkton Village Hall Management Committee.
Cllr Tully not present – no report.
- b) Spital Trust. No report, next meeting March.
- c) Any other event at which WMPC was represented – none other than activities reported elsewhere.

012/19 Assets

Asset Register is up to date.

013/19 Finance

- a) Quotes received
seek quote for same areas for grass cutting or extend areas?
Quote for dog bin emptying for April 2019 -March 2020: £5.03 per bin per visit, 8 bins, twice weekly. (Last year £3.42 plus vat per bin per visit). TDBC asked for explanation of 47% increase.
- b) To note receipts and payments and approve payments listed below
- c) To note bank reconciliation and budget check, WMPC and BACH (green financial sheets)
- d) Bank accounts
- e) BACH finance, see below

Receipts and payments (item b above)

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

Receipts

Interest as per green sheet:	Lloyds	£2.04
	Nationwide	£38.29

Received today from Persimmon Community Champions £1000.00 for Country Park

Payments

Bus shelter cleaning and litter picking for Dec	£xxx to be paid by direct debit
Clerks salary (after tax) Dec	£xxx to be paid by bacs
Asst Clerk (after tax) Dec	£xxx to be paid by bacs
HMRC month 9	£261.73 to be paid by bacs
Homeworkers allowance Clerk	£16.00 to be paid by bacs

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Homeworkers allowance Assistant Clerk	£16.00 to be paid by bacs
Clerks expenses third quarter	£xxx to be paid by bacs
Assistant Clerks expenses	£xxx to be paid by bacs
Lengthsmans services in Dec	£to follow, to be paid by bacs
TDBC grass cutting for the year	£2432.47 to be paid by bacs
N Cavill purchases for CP/Shipping container	£83.74 to be paid by bacs
A Hall purchases for CP/Shipping container	£65.00 to be paid by bacs

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

Proposed.....

Seconded.....

All agreed (show of hands)

Payments made since last meeting of WMPC

1. To note: Payments made using debit card

Viking litter pickers £39.48 (32.90+6.58vat)

Amazon bag hoops for litter picking £69.50

Nisbets Health and Safety requirements for shipping container £51.55 (42.96+vat8.59)

Nisbets Sanitizer and paper towels for Shipping container at CP £25.16 (20.97+vat4.19)

Viking broom for Shipping container £7.43 (6.19+vat1.24)

Amazon A-board £60.00, boot scraper mat and light 18.98, batteries 3.98 for shipping container/CP

2. To note payments by bacs/transfer

Insurance for shipping container and contents, added to WMPC policy £64.71

3. To note payment by direct debit

Invoice 4856 Monthly payment of £12.00 + vat £2.40 = £14.40 to Tailored Auto Enrolment, servicing plan

Invoice SWS103785 Monthly payment of £39.60 +vat £7.92 = £47.52 to Somerset Web Services).

Notes below to accompany WMPC green financial sheet: BACH accounts are recorded on a separate spreadsheet.

General notes

No receipts recorded on 1 April since all receipts to 31st March were included in year - end 31st March spread sheet (the 13th column on the spread sheet); i.e. the year - end balance last year (31 March) becomes this year's carry forward figure at the start of the year (1 April).

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

Some items are paid for at the point of purchase by debit card and reported separately under 'payments made'.

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

Specific notes for WMPC Jan financial sheet

WMPC Receipts

Interest received Lloyds £2.04, Nationwide £38.29 = £40.33

Allotment rent x 6 =£180.00

WMPC Expenditure - As listed.

Litter pickers and hoops listed together in Environment, 108.98, with Mowgate hedge trimming = £402.98

Expendable items for Shipping container/Country Park listed on Country Park line 43 on fin sheet.

WMPC Bank reconciliation (item c above)

To follow on green financial sheet

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BACH finance (item e above)

Item 13 Finance

(e) BACH Finance Sheet:

Assistant Clerk presented the BACH Finance Sheet, providing the position in relation to the BACH finances to the end of December. A number of payments were outstanding on the finance sheet, the Assistant Clerk provided an explanation for these.

Budget/Precept (item f)

Precept request submitted to TDBC. The Precept for 2019/2020 is £62095.39

014/19 Dates of forthcoming meetings:

All meetings commence at 7.00pm in the BACH committee room

Parish Council:

Second Tuesday in the month

2019: 8th January, 12th February, 12th March, 9th April, 14th May (**Annual Parish Council Meeting**), 11th June, 9th July, 13th August, 10th September, 8th October, 12th November, 10th December.

Planning Committee

First Tuesday in the month

2019: 2nd January, 5th February, 5th March, 2nd April, 7th May, 4th June, 2nd July, 6th August, 3rd September, 1st October, 5th November, 3rd December.

Parish Surgery

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

Annual Parish Meeting 27th March 2019 at 7.00pm at the BACH

BACH committee 24th January 2019 at 7.00pm

Budget and Precept working party will meet in Nov 2019.

There being no further business, the meeting closed at 9.30pm.



Signed Chairman

Date 12th February 2019