

BLEADON PARISH COUNCIL

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Clerk to the Parish
Bruce Poole
Cert HE Local Policy; MILCM



Prior to the commencement of the meeting the Chairman invited Louise Davidson a Regional Development Manager for the Rural Housing Association to address the meeting on the subject of affordable housing. She spoke in general about the problems in North Somerset and more particularly of the lack of affordable housing in Bleadon. To afford to purchase the cheapest house currently for sale in Bleadon would require an annual salary of £60,000. When setting this against the average salary of £27,000 in North Somerset it clearly showed how difficult it was for a first time buyer to secure a home in the village. Some of the statistics she mentioned according to the last census was that there were some 400 people in the 18/29 age range and at the other end of the scale 1300 in the 60/85 age range. Whilst there were some 110 properties currently in rented ownership she was of the opinion that there still was not sufficient affordable properties available in the village. She then went on to explain how villages similar to Bleadon could secure the right mix of houses that could be afforded by local residents. At the conclusion of her presentation a number of questions were posed. She then retired from the meeting.

Minutes of the Annual Meeting of Bleadon Parish Council that was held in the **Coronation Hall Coronation Road Bleadon on Monday 12th May 2008** that commenced at **7.30 pm** when the following business was transacted.

PRESENT Mrs P J Skelley (Chairman) together with Mesdames P Robinson and M E Sheppard Messrs B Gamble R House C Morris K Pyke together with the clerk Mr B Poole.

In addition there were five members of the public present together with the Parish Council Liaison Officer Mrs Clare Issacs

The Chairman then read the following statement:-

“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race gender age sexual orientation marital status and any disability) Crime & Disorder Health & Safety and Human Rights”

203.1 To elect a Chairman

There being only one nomination Councillor Mrs Penny Skelley was duly proposed and unanimously elected as chairman for the ensuing year.

203.2 To receive a Statutory Declaration of Office

The Statutory Declaration was made and duly signed

203.3 To receive any apologies for non attendance

Councillor Malcolm Perry

203.4**To receive any declarations of interest**

Ref	Councillor	Type	Relationship
203.25.1	C Morris	Personal	Council Representative/Treasurer Coronation Hall
203.25.1	K Pyke	Personal	Council Representative Coronation Hall
203.25.2	K Pyke	Personal	Council Representative Youth Club
203.23.4 08/0991 08/0992	R House	Personal	Known to the owner and currently a tenant

203.5**To elect a Vice Chairman**

Again there being only one nomination Councillor Mrs Penny Robinson was duly proposed and unanimously elected as Vice Chairman

203.6**To Elect the following Committees****(a) Planning**

Chairman – Councillor Mrs M Sheppard – Vice Chairman – Councillor Malcolm Perry supported by all the members of the Parish Council

(b) Open Spaces

Chairman – Councillor Mrs Penny Robinson
 Playground – Councillor Mr Keith Pyke
 Allotment – Councillor Mrs M Sheppard

(c) Footpaths and Bridleways.

Brief Holder – Councillor Mr Rob House

(d) Finance & Personnel

Chairman Mrs Penny Skelley together with Councillors Mrs Penny Robinson and Mr Clive Morris

Personnel – Councillor Mr Keith Pyke

(e) Roads & Transport

Brief Holder – Councillor Mr Brian Gamble

(f) Grievance Committee

Chairman Councillor Mrs Penny Skelley supported by Councillor Mrs Penny Robinson and Councillor Brian Gamble

(g) Appeals Committee

Chairman Councillor Mrs M Sheppard supported by Councillors R House C Morris and K Pyke

203.7 To propose Representatives to the following Village Organisations

The Clerk expressed his concern regarding the appointment of village representatives who subsequently then became trustees which could as a result in a potential conflict of interest.

- (a) Coronation Hall
Councillors C Morris and K Pyke
- (b) Youth Club
Councillor K Pyke
- (c) Guides & Brownies
Councillor K Pyke
- (d) ALCA
Councillor B Gamble

203.8 To re-adopt Standing Orders and Financial Regulations and to adopt the Delegated Power

Resolved that the Standing Orders and Financial Regulations be re-adopted.

Resolved to adopt the Delegated Power

203.9 To approve the Council's Asset Register

Agreed to defer this item until the June Meeting when Councillors had had an opportunity of perusing the document

203.10 To review the Council's Insurance Policy

It was noted that the Parish Clerk had made some general enquiries and that he recommended that the Parish Council continue with the present insurers.

Resolved to accept the Parish Clerk's recommendation

203.11 To approve the Council's Bank Mandate

Resolved that the signatories on the Council's Bank Accounts should be any two from the following Parish Council Members - Mesdames Robinson Sheppard and Skelley together with Messrs Gamble House Morris Perry Pyke and that the Responsible Financial Officer (RFO) Mr B Poole Parish Council Clerk be permitted to make contact with the Bank and to authorised transfers between the two accounts on the Parish Councils behalf

203.12 To receive the Parish Council's Financial Statement for the year ending 31st March 2008

- (a) To approve the Annual Accounts for the year ending 31st March 2008

Resolved that the Annual Accounts for the year ending 31st March be approved – copies attached to the Minute Book

- (b) To approve the Annual Governance Statement

Resolved that the Annual Governance Statement be approved

- (c) To review the effectiveness of the internal audit

The Parish Council acknowledged that they were satisfied with the current effectiveness of the internal audit procedures undertaken by the council.

- 203.13 To re-appoint the Clerk as the Council's Responsible Financial Officer**
Resolved that the clerk Mr B Poole be re-appointed the Council's Financial Officer
- 203.14 To re-affirm acceptance of The Audit and Account Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564)**
Resolved to re-affirm acceptance of The Audit and Account Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564)
- 203.15 To re-adopt the Council's Publication Scheme and confirm the Parish Council's Qualified Persons under Section 36 of The Freedom of Information Act 2000**
Resolved to re-affirm the Council's Publication Scheme and that the Parish Clerk Mr B Poole be re-appointed as the Parish Council's Qualified Person
- 203.16 To review the Members Register of interests**
 The Clerk reminded the members of their responsibility in respect to the register by ensuring that their own individual details were correct.
- 203.17 To confirm the appointment of Mr Graham Rogers as the Council's Internal Auditor**
Resolved that Mr Graham Rogers be re-appointed as the Council's Internal Auditor
- 203.18 To review Allotment Rents and Magazine Advertising Charges**
 It was agreed that as the Magazine charges had been reviewed in recent months no action would be taken at this present time.
 The councillors were reminded that they had agreed at the APCM 2007 to increase the allotment rents from £12.50 to £15.00 to be effective from September 2008.
- 203.19 Issues Arising from the Annual Parish Meeting – 14th April 2008**
 None
- 203.20 To receive and approve the Minutes of the Parish Council Meeting held on Monday 10th March 2008**
Resolved that the Minutes of the Parish Council held on Monday 10th March 2008 that had been duly circulated be taken as read approved as being a correct record and signed as such by the Chairman
- 203.21 Matters Arising**
For the purpose of report only
- (1) Matters raised by members of the public at the previous council meeting
 None
- (2) Collapsed Drain/Easement BP
 It was reported that the financial arrangements had been concluded.
- (3) Mounting - Projector/Lap Top BP
 It was confirmed that this matter had been concluded satisfactorily.
- (4) Bus Shelter – Memorial Plaque BP
 It was noted that the plaque had been manufactured and was now waiting to be fixed.

- (5) Churchyard – Wrought Iron Fence BP
 (5) Churchyard – Holly Tree KP
- It was noted that the these matters had been concluded
- (6) Bristol Stile RH
- Councillor Rob House confirmed he was still seeking a solution to this matter
- (7) Flooding at Bridge Garage & The Veale BP
 (8) Rubbish – The Cutting BP
- It was noted that the two matters had been satisfactorily concluded and thanks was expressed to North Somerset's Officer Louise Hunter.
- (9) Trees - Wonderstone
 (10) Replacement of Slide – Children's Play Area KP
- Matters still being progressed
- (11) Roman Road – Legend Board PS
- It was reported that a proposed planning meeting is to take place in the next two weeks.
- (12) North Somerset – Borough Status BP
- The Clerk confirmed that he had written the appropriate letter
- (13) Casual Vacancy BP
- No action as yet
- (14) Dropped Pavement BP
- The Clerk advised the Parish Council of the outcome of this matter.
- (15) Gratuity – Investment Account BP
- Resolved that an appropriate investment account be opened with the Nationwide Building Society and that the previously agreed sum of £5,000 be lodged therein.**
- (16) Trusteeship – Coronation Hall BP

203.22 Finance - To approve the following items of expenditure for the months of April/May

(1)*	ALCA	Annual Subscription	222.74	
(2)*	Bleadon	Hire of Hall – April/December	120.00	
(3)*	Mr M Thorne	Re-painting Railings	148.00	
(4)*	Staples	Stationery	50.53	8.84
(5)*	SEC	Lighting Maintenance	15.65	2.74
(6)*	NALC	DIS Extra Subscription 08/09	30.00	5.00
(7)*	Staff	Salaries & Expenses – March 2008	1261.14	
(8)*	Mr B Poole	Postage - March 2008	17.18	
(9)*	Connaught	Emptying of Dog Bins	6.40	1.12
(10)*	Allianz	Annual Insurance Premium	853.04	
(11)*	EDF Energy	Lighting 01/01/08-31/03/08	21.06	1.05
(12)*	SB Fencing	Terracing – Jubilee Hall	998.00	174.65
(13)*	Maxwell House	Village News 76	645.00	
(14)*	Mrs P Robinson	Councillors Expenses	13.64	
(15)*	BT	Broadband – 01/04-30/06	14.68	2.57
(16)*	Mr D Hurcombe	Expenses – April	55.64	4.32
(17)*	Mr & Mrs Badger	Training Day Refreshments	16.41	
(18)*	Connoisseurs Choice	Training Day Lunches	120.00	21.00
(19)*	Staples	Training Day Equipment/Supplies	119.86	20.98

(20)*	Mr P Lacey	Travel – Training Day	14.75	
(21)	LCR	Annual Subscription	13.50	
(22)	Tesco	APM Refreshments	25.91	
(23)	Sage	Payroll Support 08/09	90.00	15.75
(24)	SLCC	Larger Councils' Conference	103.33	18.09
		Travel etc	63.17	
(25)	SLCC	Practitioners Conference 14/02/08	47.50	8.32
(26)	Staff	Salary & Expenses – April	1276.64	
(27)	Mr L Howes	Travel Costs – Training Day	65.60	
(28)	Staples	Stationery	25.90	4.53
(29)	Connaught	Emptying of Dog Bins	8.00	1.40
(30)	Sanders	Spring Planting	298.84	52.32
(31)	Mr J Hurcombe	Expenses – April 2008	38.16	
(32)	Rich's Cider	Replacement Tubs	140.00	

Resolved that those accounts marked with an asterisk that were paid under delegated powers be re-affirmed and that the remaining as listed be paid

The clerk tabled the financial reports for the month ending 30th April 2008

203.23

To receive an update on the following considered applications

(1) Planning Committee Report

06/1971 – 27/09/06

Re-building and Re-roofing of building and use thereof as a single dwelling
Conker Cottage Purn Farm Bridgwater Road Bleadon

06/1972 – 27/09/06

Use of site for the stationing of residential caravan
Caravan adjacent to Conker Cottage Purn Farm Bridgwater Road Bleadon

07/3107 – Approved 31/03/08

Change of use from agricultural to include equestrian and erection of 4 blockwork stables
(revision of 07/0853)
Bridleway Roman Road Bleadon

08/0305 – Approved 31/03/08

Erection of an attached garage and conversion of existing garage to living accommodation
1 Church Meadows Old School Lane Bleadon

08/0308 – Approved 01/04/08

Demolition of existing porch and erection of replacement front porch
2 Amesbury Drive Bleadon

08/0447 - Withdrawn

Erection of 4 No Stables a store and a trailer bay
Land opposite Homefield House Rectory Lane Bleadon

The Parish Council had no objection to the application, the only proviso being as follows;

- For private use only
- Reduce size of the Stable Block by the omission of the Trailer Bay
- Lower the height of the Stable Block as much as possible by cutting into the sloping ground, preferably with the ridge height on higher than the adjoining garden wall.
- Remove horse manure on a weekly basis. .

08/0473 – Approved 22/04/08

Proposed addition of a first floor extension to create a four bedroom two storey dwellinghouse
Croftvale Roman Road Bleadon

(2) To consider and respond to the following planning applications

08/0622

Erection of a two storey and first floor extension to south wing with alterations to fenestration and roof light to north-east elevation following demolition of part and construction of vehicular access

Yew tree Cottage Shiplate Road Bleadon

The Council had no objection to this application.

08/0654

Outline application for the erection of a dwelling with the access not reserved for subsequent approval

West View Toll Road Bleadon

The Parish Council objected to the application for the following reason.

- The Parish Council endorses the Local Planning Authority policy of no new development outside the village fence.

08/0776/T2 – Approved 04/04/08

Oak x 1 fell 5 day notice

2 Springwell Bridge Road Bleadon

08/0866

Erection of a timber canopy to rear elevation (over car park entrance)

Catherine Inn Bleadon Road Bleadon

No objection to the proposed Timber Canopy on the rear elevation.

However, it was clear from the site visit that work has started without planning permission being granted. The Parish Council takes great exception to the fact that such work includes structural alterations to the South West Elevation (facing Bleadon Road and the A370) whereby a patio window is currently being installed which does not feature on the drawings submitted to North Somerset Council in connection with the planning application. The Parish Council objects to the positioning of this patio window on aesthetic and safety grounds as it opens onto the car park and to Bleadon Road.

The Parish Council also wishes to point out the large area of decking which is being constructed and questions whether this should also be the subject of a planning application.

The Parish Council also notes that a Children's Play Area has been constructed and questions whether this should be the subject of a retrospective planning application.

It is noted that a public announcement states that Catherine's Inn will reopen on 22 May 2008 which is prior to North Somerset Council's target date for determining this application.

08/0878

Conversion of garage to living accommodation and erection of a single storey side extension
Hillside Farm House Celtic Way Bleadon

The Council had no objections to this application

08/0883/T2 - Approved 16/04/08

Pine x 4 – fell 5 day notice

Highcroft Roman Road Bleadon

08/0976

Erection of a two storey extension to the South elevation to form a kitchen with bedroom over

Hill Cottage Celtic Way Bleadon

The Council had no objections to this application

08/0991

Retrospective application for the sub-division of property into 2no dwellings
Purn House Farm Bleadon

The Council had no objection to this application

08/0992

Sub-division of property into 2 no dwellings to include the blocking up of 2no internal doorways
Purn House Farm Bleadon

The Council had no objection to this application

08/1005

Constructing new timber fully glazed french patio style double doors to be painted and installing 3 no 4 metre x 4 metre canvas umbrella supported on central posts to side elevation (road-side)
Catherines Inn Bleadon Road Bleadon

08/1009

Erection of free range egg production building and feed hopper. Construction of access track
Land at Woodlands Farm Shiplate Road Bleadon

(3) Appeals

(4) Enforcement

203.24 Open Spaces Committee Report

(1) Allotments

Councillor Mrs Sheppard gave a short verbal report to the meeting on the present condition of the allotments

(2) Churchyard

(3) Footpaths & Bridleways

Nothing to report

(4) Roads & Transport

Councillor Brian Gamble commented on the recent communication from North Somerset regarding the proposed improvements on the A370 at the junction of Accommodation Road and Bridgwater Road. It was noted that the following Councillors indicated that they would attend a meeting Mesdames Robinson Skelley and Messrs House Gamble and Morris.

(5) Children's Playground

Nothing to report

(6) Newsletter

It was noted that the copy date for the next issue was the 24th May 2008. The clerk reminded those councillors who had not submitted their written reports that he would require them prior to that date.

203.25 Reports

(1) Coronation Hall

Councillor Morris reported on the recent leak in the Kitchen that had been satisfactorily repaired just in time for the May Day Fayre.

(2) Youth Club

Councillor Pyke reported on the recent funding achieved for the boys nights which were progressing very satisfactorily

(3) ALCA

(4) District Councillor

No reports

(5) Village Beat Officer

The clerk notified the meeting that PC Steve Church had given his apologies to the meeting for his non attendance and in his absence read the following submitted report.

“The Police received 24 calls from the Parish equating to 3 crimes, 1 x Criminal damage 1 x Theft of lead and 1 x Nuisance/Malicious Phone calls.

All three crimes are in the process of investigation.

The village surgery is still being maintained apart from the last one that was not held due to me being snaffled for other matters. We will continue to maintain the frequency of the surgeries for the time being.”

The Village Plan

Councillor Pyke confirmed that the draft had now been completed and on his impending return from holiday he will arrange a meeting of the Steering Committee.

(6) The Clerk

The clerk referred to two matters:

- An article in “The Clerk” Magazine
- His attendance at the NALC Conference 20th/22nd May

203.26

Correspondence

(1)*	NALC	DISExtra Issue 678 – 17/03/08	C
(2)*	Voluntary Action	Spring 2008	C
(3)*	Standards Board	Town & Parish Standard March 2008	C
(4)*	SLCC	Regional Conference – 14/05/08	C
(5)*	CPRE	Fieldweek – March 2008	C
(6)*	Church of England	Managing Agents – Strutt and Parker	BP
(7)*	Mr & Mrs Dennelly	Allotment Upper Plot 9 Lower	MS

(8)*	Mr G Collins	The Cob 6 Shiplate Road	BP
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The clerk referred to telephone conversations that had been received by this gentleman by Councillors Robinson and Skelley and the clerk.

(9)*	Audit Commission	Appointment of external auditor	BP
(10)*	North Somerset	Mobile Library – Schedule	NB
(11)*	North Somerset	Partnership Bulletin March 2008	C
(12)*	Wicksteed Playscapes	Xerscape	C
(13)*	John Shirley & Co	2 Church Cottages – Proposed Deed of Easement	BP
(14)*	Weston DIAL	Letter of Appreciation	BP
(15)*	CPRE	Calor of the Year	C
(16)*	North Somerset	life Magazine – Issue 41 March 2008	C
(17)*	North Somerset	Partnership “Improving our Communities Together”	C
(18)*	North Somerset	Voluntary Action Briefing January 2007	C
(19)*	ICO	Confirmation of renewal – Data Protection	BP
(20)*	Community Action	Affiliation Certificate	NB

(21)*	John Shirley & Co	Deed of Easement – Completion £1000.00 + 235.00	BP
(22)*	NALC	DIS <i>Extra</i> – Issue 679 – 31/03/08	C
(23)*	ALCA	Newsletter & Publications Vol 6 Issue 4 April 2008	C
(24)*	Zurich Municipal	LCAS – Guide to Risk Management	BP
(25)*	SLCC	Branch Meeting – Yeovil 18/04/08	BP
(26)*	CPRE	Countryside VOICE	
(27)*	North Somerset	Remittance Advice – Precept 1 st Half - £17,437.50	BP
(28)	John Shirley & Co	Deed of Easement – Matter concluded	BP
(29)	Local Councils	Update – April 2008 – Issue 102	C
(30)	EDG Energy	Electricity Charges	BG
(31)	HMR&C	Employers Payslip Booklet	BP
(32)	North Somerset	Streetscene Information Sheet	C
(33)	Bleadon Youth Club	Letter of Thanks	BP
(34)	HMR&C	PAYE Coding Notice – B Poole	BP
(35)	NALC	DIS <i>Extra</i> – No 681 – 14/04/08	C
(36)	Mr N Thomas	Application for an Allotment	MS
(37)	Allianz Insurance plc	Home Insurance	BP
(38)	Coronation Hall	Annual Accounts – 29/02/08	C
(39)	HMR&C	Budget Pack 2008	BP
(40)	North Somerset	Report to Standards Committee	C
(41)	SLCC	Larger Councils' Conference	C
(42)	DIAL	Leaflets	C
(43)	Mendip Hills	AONB Partnership – Minutes 19/03/08	C
(44)	North Somerset	Planning Application Validation Checklists	BP
(45)	North Somerset	Energy Efficiency and Policy GDP/3	BP
(46)	North Somerset	Standards Committee 24/04/08	C
(47)	Mrs K Herivel	Transport/Children to School	C
(48)	NALC	Conference 2008 – Eastbourne	C
(49)	North Somerset	Health and Well Being Forum Bulletin 14 – April 2008	C
(50)	Zurich Municipal	LCAS Bulletin No 21	C
(51)	North Devon/Somerset	Shoreline Management Plan Review	C
(52)	North Somerset	Streetscene – Information Sheet – April 2008	C
(52)	CPRE	AGM – 22/05/08 and supporting documents	C
(53)	RoSPA	Notice of inspection – June 2003	BP
(54)	North Somerset	A370 Purn – Road Safety Scheme	BG
(55)	Sage	Tax Parameters Changes	BP
(56)	John Shirley & Co	Bleadon Village News – Advertising Debt Collection	BP
(57)	ALCA	Newsletter – May 2008 – Volume 5 Issue 5	C

Additional items received after circulation of the agenda for information purposes

(58)	Mr P Arnold	E-Mail – Community Orchard	BP
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Resolved not to grant permission for a further entrance gate from the allotments into the adjoining field in the ownership of Mr & Mrs Arnold.

(59)	Clerks & Councils	Direct – May 2008 – Issue 57	C
(60)	Local Councils	Update – May 2008 Issue 103	C
(61)	The Wildlife Trusts	Statutory Obligations	
		S40 Natural Environment and Rural Communities Act 2006	C
(62)	North Somerset	Strategic Flood Risk Assessment (SFRA)	C
(63)	Mr J Hurcombe	Strimmer – Shed – Allotment Skip	BP
(64)	NALC	DIS <i>Extra</i> Issue 683 12/05/08	C

It was noted that those items marked with an asterisk had formed the April circulation pack

203.27

Other Business referred to the Clerk

- (1) To note the posting of the Notice of Appointment of Date for the Exercise of Elector's Rights

Noted

(2) To resolve to take the following matter as an emergency item

To resolve to take action in respect to replacing the Council's Strimmer

Resolved to replace the Council's Strimmer.

203.28

Date of next Meeting

Parish Council Meeting 9th June 2008 commencing at 7.30 pm.