



# MINUTES OF A MEETING OF BLEADON PARISH COUNCIL HELD IN THE CORONATION HALL AT 7pm ON MONDAY 13th FEBRUARY 2023.

**PRESENT:** Councillors: Kirsten Hemingway (Chairman), I D Clarke, Ann Davies, Sara Garrett, Graham Getty, Mary Sheppard and Gill Williams

**IN ATTENDANCE:** Mrs Liz Shayler (Locum Clerk)  
**WARD COUNCILLOR:** Cllr Terry Porter  
**MEMBERS OF THE PUBLIC:** Eight

Before the meeting was convened, members of the public were invited to speak.

i) **Members of the public**

A resident asked why the North Somerset Active Travel Plan had not been advertised by the Parish Council and whether the Parish Council would be responding given the tight deadline.

ii) **Ward Councillor's report**

Cllr Porter gave a brief update / report on the following items.

- The consultation on revising the National Planning Policy Framework (NPPF) and what this might mean for rural communities.
- The bollards on the A370 and traffic calming measures including 20mph zones in neighbouring villages.
- North Somerset's Active Travel Plan and the importance of having a say.

He was thanked for arranging the signage at Purn Way.

Cllr Hemingway welcomed everybody. She thanked the previous Clerk for his work for the community and thanked members of the public for their patience during the transition to a new Clerk. She asked for their continued perseverance as the Parish Council moves forward.

**The meeting was convened.**

**361.1. To receive apologies for absence (LGA 1972 s85 (1))**

Apologies were received from Cllr Huw Boyce and District Councillor Mike Solomon

**361.2. Declarations of interests**

None received.

**361.3. To agree the recruitment of a Locum Clerk for 10 hours a week until the appointment of a Clerk (page 3 & 4).**

**Resolved:** To recruit Liz Shayler as the Locum Clerk for up to 10 hours a week at £25 an hour until the employment of a Clerk.

**361.4. To approve and sign as a correct record the following Minutes of the Parish Council:**

i) **Monday 14th of November 2022 (pages 5-9)**

**Resolved:** To approve the minutes of 14th of November 2022 with the following amendments.

- 357.1 and the addition of 'as she believed that the meeting was not legal. It was agreed to accept her reason for absence'.
- 357.2 removal of interests declared by Cllr I D Clarke.

**The resolution was correctly proposed and seconded (unanimous)**

ii) **Monday 12th of December 2022 (pages 10-13)**

**Resolved:** To approve the minutes of 12th of December 2022 with the following amendments.

- The anonymisation of residents in the minutes
- The removal of 'when he was going to receive a formal response to the objections that he had raised with the External Auditor. He also indicated that he would like to know.' And the addition of 'spoke at the meeting saying that he had submitted a number of questions in relation to the Annual Governance and Accountability Return (AGAR) which remained unanswered. The external auditor costs are in the region of £355 per hour and so he.'
- 358.3 The addition of 'Cllr Clarke assured Members that as far as she was aware she had never corrected the Clerk's grammar and had always been courteous in all exchanges.'
- 358.8 The addition of 'Authorised by Cllr Williams' below payments 123 – 135.
- 358.9 (i) 'Cllr Davies advised the Parish Council that they were more than happy for a display cabinet purchased for the Hall to display any public awards received within the Parish.'
- 358.9 (i) 'It was noted with thanks that the Committee had waved the hall hire fee for the Parish Councils Contactus Meeting'.

**The resolution was correctly proposed and seconded (unanimous)**

iii) **Monday 16th of January 2023 (page 14-17)**

**Resolved:** To approve the minutes of 16th of January 2023.

iv) **Monday 30th of January 2023 (page 18)**

**Resolved:** To approve the minutes of 30th of January 2023

**The resolution was correctly proposed and seconded (unanimous with two abstentions)**

**361.5. To agree the recruitment of a Finance Officer for up to 7 hours a week at £18 an hour to complete the 2022 / 2023 accounts, facilitate the external audit, begin the new financial year and hand over to the new Clerk / RFO (page 19).**

**Resolved:** To recruit Nina Flint as the Finance Officer for up to 7 hours a week at £18 an hour to complete the 2022 / 2023 accounts, facilitate the external audit, begin the new financial year and hand over to the new Clerk / RFO.

**The resolution was correctly proposed and seconded (unanimous with one abstention)**

**361.6. To agree the process for hiring a new Clerk.**

**Resolved:** To agree that Cllr Boyce, Clarke, Davies, Hemingway & Sheppard form a working party to recruit a new Clerk rather than use the personnel committee.

**361.7. To ratify the responses provided to the questions raised in relation to the 2021/22 AGAR (pages 20 & 21 second response to follow).**

The Council were informed that only one of the responses to the two set of questions raised in relation to the 2021/22 AGAR had been completed so they would only be considering the response contained within the agenda papers.

**Resolved:** To ratify the response contained within the agenda papers with the insertion of 21 in the subtitle of the letter and a check on the length of time the previous Clerk spent as a locum.

**The resolution was correctly proposed and seconded (For: Cllrs Davies, Getty, Hemingway and Williams. Against: Cllrs Clarke & Sheppard, Abstention Cllr Garrett)**

**361.8. To authorise bills for payment for January (page 22).**

**Resolved:** To agree the bills for payment to be authorised by Cllr Clarke & Cllr Williams.

**361.9. To note the Parish Council's end of January's budget position and bank reconciliations (pages 23 – 30).**

The Parish Council's end of January's budget position and bank reconciliations were noted.

**361.10. To note and comment upon planning applications.**

- i) 22/P/2741/FUL Woodlands Farm Mearcombe Lane Bleadon BS24 0NZ**  
Erection of agricultural store building (retrospective)
- ii) 23/P/0007/MMA Land off Purn Way Bleadon BS24 0QF**  
Minor material amendment to 21/P/0527/OUT (Outline application for the erection of 14no. dwellings, with access and layout for approval and appearance, scale and landscaping reserved for subsequent approval) for the variation of condition 4 (approved plans) and condition 5 (Site Access and Visibility Splay) to allow for a revised access/visibility splay.
- iii) 23/P/0063/AOC Bleadon Quarry, Bridge Road, Bleadon. BS24 0AU**  
Request to discharge condition numbers 29, (Bat roosting), 30, (Updated ecology report), 32, (LEMP) and 44 (Foul drainage strategy) on application 19/P/0835/OUT.
- iv) 23/P/0074/FUH The Nook, Bridge Road, Bleadon BS24 0AU**  
Proposed erection of a single storey front extension.
- v) 23/P/0147/FUL Belle Vue, Roman Road, Bleadon BS24 0AB**  
Proposed Demolition of existing bungalow and erection of a two-storey replacement dwelling.

All applications were deferred until a site visit had been organised. Any suggested responses will be sent via email to Councillors. The Clerk to speak to Case Officers to request an extension where possible.

**361.11. To note planning decisions for information**

- i) 21/P/3433/FUL Land at Gorselands Roman Road Bleadon BS24 0AD**  
Change of use of land to retain and allow existing campsite to operate independently of the Camping and Caravanning Club rules. **APPROVE**
- ii) 22/P/1923/AOC Bleadon Quarry Bridge Road Bleadon North Somerset BS24 0AU**  
Discharge of condition No. 43 (programme of archaeological works) on application 19/P/0835/OUT. **APPROVE (discharge condition) (RDC)**

**iii) 22/P/1993/FUL Woodlands Farm Mearcombe Lane Bleadon BS24 0NZ**

Change of use of unlawful residential building to residential use and the change of use of the land from agricultural to residential use and change of use of workshop building to ancillary residential use in association with the main residence. **APPROVE**

**361.12 Exclusion of the press and public. (The Committee is recommended to resolve that members of the press and public be excluded from the meeting during consideration of agenda item 13 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960).**

**Resolved** – That the press and public be excluded from the meeting.

**361.13 To discuss how the additional work for the 2021/22 financial audit is to be completed.**

The Council discussed the additional work anticipated.

**Resolved:** That, in consultation with the previous Clerk, the new Finance Officer and Locum Clerk be asked to complete the additional work including a meeting with one of the complainants.

**Resolved:** That up to an additional 20 hours work for the 2021/22 financial audit be authorised. Any additional time needed will be required to go back to the full council.

**The resolution was correctly proposed and seconded (For: Cllrs Davies, Garrett, Getty, Hemingway, Sheppard and Williams. Against: Cllr Clarke)**

**361.14 Date and Time of next meeting**

Monday 13<sup>th</sup> March 2023 7pm Parish Council Meeting.

The Chairman closed the meeting at 9pm.

**Bills for Payment - 29th November to the 11th October**  
**Bleadon Parish Council**

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power
SO	Adrians Project Services	Contract Ranger Payment for Dec	£602.00		<b>£602.00</b>	144		The Parish Council
BACS	Opus Energy	Unmetered supply	£14.81	£0.74	<b>£15.55</b>	145		
SO	Blue Spot Commercial Ltd	Public Toilet Cleaning	£218.66		<b>£218.66</b>	146		
BACS	Bruce Poole	Salary	£1,624.34		<b>£1,624.34</b>	147		
BACS	Microshade	Annual anti-virus software	£324.00	£64.80	<b>£388.80</b>	148		
BACS	KC Construction	Repair pipework at Bleadon Public Toilets	£78.00		<b>£78.00</b>	149		
DD	3 Business Solutions	Telephone	£14.82	£2.96	<b>£17.78</b>	150		
		<b>Totals</b>	<b>£2,876.63</b>	<b>£68.50</b>	<b>£2,945.13</b>			

The Parish Council have resolved to use the General Power of Competence as of the Tuesday 20th August 2019