



BLEADON PARISH COUNCIL

Coronation Halls
Coronation Road
Bleadon. North Somerset. BS24 0PG
www.bleadonparishcouncil.co.uk
parishclerk@bleadonparishcouncil.co.uk

3rd January 2024

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Dear Councillor:

You are summoned to attend a Meeting of Bleadon Parish Council, to be held at the Coronation Hall, Coronation Road, Bleadon. BS24 0PG on Monday 8th January 2024 at 7.30pm, when the following business will be transacted.

C P Bolt

Parish Clerk & RFO

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item LGA1972 Sch 12, paras 10(2)(b))*

- i) Members of the public.
- ii) Beat Managers Report
- iii) Ward Councillor's report.

AGENDA

373.1 To receive **Apologies for Absence** (LGA 1972 s85 (1))

373.2 **Declarations of Interest** on any agenda items.

373.3 **To approve and sign as a correct record the Minutes** of the Parish Council meeting on Monday 11th of December 2023 (pages 4 - 8).

373.4 **Reports from Working Parties/Committees.**

There have been no meetings of Working Parties/Committees since the previous Parish Council meeting.

373.5 To note the consultation by North Somerset Council in relation to its proposed **Local Plan** and agree how the Council might wish to respond.

373.6 To note the training and events available and agree any attendance.

- i) FREE Scribe Training <https://www.scribeaccounts.com/scribe-academy-training>
- ii) NALC virtual training <https://www.nalc.gov.uk/our-events/online-events>

373.7 **Financial/Staffing Matters** (pages 9-11)

- i) To authorise bills for payment for January.
- ii) To note the Parish Council's end of December bank balances and bank reconciliation and end of December net position.

373.8 To agree the **Parish Precept and Council Budget for the Financial Year 2024/25** (pages 12 – 19)

373.9 **Report of the Parish Clerk** (pages 20 - 22).

Decision Items

1. Roles and responsibilities – to approve proposed nominations to lead Councillor roles.
2. Closure of Bridge Road – to confirm the Council's position.
3. Allotments gate replacement – to authorise replacement of gate and fencing.
4. Playground bark – to authorise the purchase of additional bark
5. Playground Trust – Bank account signatories

373.10 To **consider and comment upon the following planning applications:**

23/P/2833/TBCA - Prior Approval for a proposed temporary use as a recreational campsite for up to 50 tent pitches. Land At Riverside Holiday Village, Bridgwater Road, Bleadon. BS24 0AN

23/P/2685/FUL - Proposed change of use and conversion of 2no. Existing garages to form 3no. Holiday lets. Alterations to hardstanding and landscaping alongside the creation of timber decking. Gorselands, Roman Road, Bleadon. BS24 0AD

23/P/2840/AOC - Request to discharge condition number 6 (Arboriculture Method Statement) on application 23/P/1269/FUL. Land At Wick Wharf, Fakeham Road, Bleadon. Grid Ref: E 332940 N 157410 - additional comments have also been received in relation to related application 1270/FUL.

373.11 Date of the next meeting(s):

- Parish Council Meeting Monday 12th February 2024, 7.30pm at Coronation Hall



Avon and Somerset Police

NEIGHBOURHOOD POLICING

December 2023 Bleadon Neighbourhood Report

Calls Received – 20

Abandoned 999 – 1 Road related-5 Other-5 Assault-1 Suspicious-2 Concern for welfare-3 Deceased-1 Threats-2

Most crimes reported are isolated incidents which have occurred within dwellings and are unlikely to have any effect on the wider community.

For awareness the only crime in the village was a Road related his month



Email: 8338@avonandsomerset.police.uk

Police Priorities/Action Undertaken/Advice/Upcoming events:

Please also see attached link for our street safe website [Report feeling unsafe in public spaces \(StreetSafe\) | Avon and Somerset Police](#). This is a great way to report areas you feel unsafe, this maybe inadequate lighting problems with any other issues , this is not a way of reporting please still use 101/999 or online



MINUTES OF A MEETING OF BLEADON PARISH COUNCIL HELD IN THE CORONATION HALL AT 7.30pm ON MONDAY 11th DECEMBER 2023.

PRESENT: Councillors Mary Sheppard (Chairman), ID Clarke, Mark Howe (part) and Andy Scarisbrick (Vice-chairman).

IN ATTENDANCE: Craig Bolt (Parish Clerk)

WARD COUNCILLORS:

MEMBERS OF THE PUBLIC: One

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

i) **Members of the public**

None

ii) **Beat Manager's Report**

The written report forming part of the agenda papers was noted.

For up-to-date information residents can keep in touch via the Avon & Somerset website or follow them on social media, Facebook "Weston & Worle police" or Twitter "ASPNorthSom" or email 8338@avonandsomerset.police.uk

iii) **Ward Councillors' report**

No Ward Councillors report was available. It was requested that the Clerk remind Ward Councillors of the dates of future meetings.

Cllr Sheppard opened the meeting by welcoming everyone.

The meeting was convened.

372.1 To receive apologies for absence (LGA 1972 s85 (1))

Apologies were received and accepted from Cllrs Ann Davies and Jo Gower-Crane.

372.2 Declarations of Interest

None.

372.3 To approve and sign as a correct record the Minutes of the Parish Council meeting on Monday 13th November 2023.

Resolved: To approve the Parish Council minutes of 13th November 2023.

The resolution was correctly proposed and seconded (unanimous)

The minutes of the meeting were signed by the Chairman as a correct record.

372.4 To consider reports from Working Parties/Committees

There had been no meetings of Working Parties/Committees since the previous Parish Council meeting.

372.5 North Somerset Corporate Plan

It was noted that North Somerset Council Had issued a revised Corporate Plan for comment. Whilst there were a number of differences to the previously issued plan, there were no substantive changes in relation to the main issues previously raised by the Parish Council. It was suggested that the Parish Council's previous response be reviewed and that Councillors advise the Clerk of any changes or additions they might wish to make.

Resolved: That the Clerk be authorised to resubmit the Parish Council's previous submission, as amended by any additional comments Parish Councillors might wish to make.

The resolution was correctly proposed and seconded (unanimous)

372.6 Local Plan

The Clerk advised that the most likely date for a Parish Meeting would be the evening of Monday, 15th January. A useful meeting had taken place earlier in the day with representatives of the Local Plan team, which the Clerk and Cllr Gower-Crane had attended. Although the original purpose of this meeting had been to raise questions in relation to food security, it had provided the opportunity to clarify a number of other issues. One such issue was that it was confirmed that there were no substantive changes proposed in relation to the settlement boundary. Concern in this respect was raised as a consequence of wording in a recent planning application which suggested that changes were being proposed. This had now been confirmed as being incorrect.

The format of responding to the Local Plan consultation was highly structured in that comments would largely need to be submitted in relation to individual policies (of which there were a considerable number) rather than general comments upon the totality of the Local Plan. The Parish Council would have the opportunity to consider this issue in more detail at its meeting on 8th January 2024.

372.7 Training and Events

The availability of SCRIBE and NALC training was noted.

372.8 Financial/Staffing Matters

i) To authorise bills for payment for December.

It was noted that the cost of cleaning the toilets was £238.80 rather than £238.30 referenced in the agenda papers. The Unity Bank payment schedule had the correct figure.

Resolved: To authorise the payments for December of £16,967.76.

The resolution was correctly proposed and seconded (unanimous)

(Councillors ID Clarke and Andy Scarisbrick were duly authorised to action the online payments)

ii) To note the Parish Council's end of November budget position, bank balances and bank reconciliations.

The Parish Council's end of November position, bank balances and bank reconciliations were noted.

In response to a question, the Clerk confirmed that the online payments included the transfer of £40,000 between the current and deposit accounts to take advantage of better interest rates.

Resolved: That the Clerk be asked to explore other bank or savings accounts to ensure that the Council is maximising opportunities in relation to current rates of interest.

The resolution was correctly proposed and seconded (unanimous)

iii) To agree training of the Clerk in relation to Playground Safety inspections.

Resolved: That the Clerk be authorised to attend training to be provided by GB Sports at a cost of £396.

The resolution was correctly proposed and seconded (one abstention)

372.9 Budget Strategy and Funding Proposals 2023-27

Councillors considered a report setting out proposed priorities for the next three financial years and the means of funding those priorities.

Resolved:

That the Council:

- i. Formally adopts the Vision Statement.
- ii. Notes the expected substantial increase in the costs of externally contracted work and that this represents the single biggest risk to the Council in setting its budget for 2024/25.
- iii. Agrees to the principle of shifting resources away from 'internal' activity of the Council to activity which will more directly benefit parishioners.
- iv. Commits to the principle of capping any increase in the Parish Precept to below 5%.
- v. Commits to approving the budget for 2024/25 and Parish Precept at its meeting on 8th January 2024.
- vi. Instructs the Clerk to undertake further work to identify mechanisms for consulting with parishioners and other interested parties in relation to the delivery of priorities.

The resolutions were correctly proposed and seconded (unanimous)

(Cllr Howe left the meeting at this point)

372.10 Updates to Policies

- i) Revised CCTV Policy – the policy had been updated to reflect changes to system settings in relation to audio recordings.
- ii) Grants Policy – the policy has been updated to clarify the areas where the Council would be able to provide support.

Resolved:

- i) That the Clerk canvass the views of Councillors not present at the meeting.
- ii) That subject to i) above, the revised policies be adopted.

The resolutions were correctly proposed and seconded (unanimous)

372.11 Report of the Parish Clerk

1. Roles and responsibilities

Resolved:

- i. That Councillor Scarisbrick be appointed as the representative to Bleadon Youth Club.
- ii. That Councillor Gower-Crane be confirmed as the Council lead in relation to Food Security.
- iii. That Councillor Ann Davies be confirmed at the Council lead in relation to Finance, Halls Environs (Project) and Public Toilets (Project).
- iv. That Councillors ID Clarke and Mary Sheppard be appointed as Joint Chairs of the Open Spaces Working Group.

The resolutions were correctly proposed and seconded (unanimous)

2. Coronation Hall Environs

Resolved: That the actions taken by the Parish Clerk under delegated authority be endorsed.

The resolution was correctly proposed and seconded (unanimous)

3. Tree Safety Works

Resolved: That the actions taken by the Parish Clerk under delegated authority be endorsed.

The resolution was correctly proposed and seconded (unanimous)

4. Playground Safety

Resolved: That the position be noted and that no further action be taken.

The resolution was correctly proposed and seconded (unanimous)

372.12 Planning Applications

23/P/2547/FUH - Proposed erection of a single storey front extension to the existing porch and replacement of the existing asbestos corrugated sheet roofing with natural slates and 2no Heritage rooflights. Installation of new window to the first-floor bedroom on the East elevation and re-instatement of a previously existing internal partition. Purn Villa, Purn Way, Bleadon. BS24 0QE

Resolved:

That the application be supported.

The resolution was correctly proposed and seconded (unanimous)

23/P/2548/LBC - Listed building consent for the proposed erection of single storey front extension to the existing porch and replacement of the existing asbestos corrugated sheet roofing with natural slates and 2no Heritage rooflights. Installation of new window to the first-floor bedroom on the East elevation and re-instatement of a previously existing internal partition. Purn Villa, Purn Way, Bleadon. BS24 0QE

Resolved:

That the application be supported.

The resolution was correctly proposed and seconded (unanimous)

23/P/2558/FUH - Proposed erection of a single storey side extension. 1 The Sycamores, Celtic Way, Bleadon. BS24 0NF

Resolved:

That the application be supported.

The resolution was correctly proposed and seconded (unanimous)

372.13 Date of the next meeting

Parish Council Meeting Monday 8th January 2024, 7:30pm at Coronation Hall

The Chairman closed the meeting at 21:05

.....Chairman

.....Date

Financial/Staffing Matters
8th January 2024

1. Bills for Payment

- 1.1 Bills for payment for January 2024 are attached at Appendix 1. There are no issues requiring further explanation.

Recommendation:

- i) That the bills for payment for January are approved.
- ii) That Councillors Andy Scarisbrick and Ann Davies be duly authorised to action the online payments.

2. Bank Balance and Bank Reconciliation

- 2.1 The Parish Council's end of December bank balances and bank reconciliation at the end of December are attached at Appendix 2. Two standing order payments which should have been made on 31st December 2023 were not actioned by Unity Bank until 2nd January 2024. As a consequence, the bank statements issued on 31st December do not include these payments. The two payments in question are included under Section B of the summary at Appendix 2 as unrepresented payments to show the adjusted bank balance as at 2nd January 2024.

Recommendation:

That the Parish Council's end of December bank balances and bank reconciliation and end of December net position are noted.

Bills for Payment - 11th December 2023 to 8th January 2024								
Bleadon Parish Council								
Meth	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power
Already Paid								
DD	3 Business Solutions	Mobile	£14.82	£2.96	£17.78		364.23	LGA 1972, s. 112
DD	Water 2 Business	Water supply and drainage for toilets (6 months)			£132.69		364.23	Public Health Act 1875.164
DD	YU	Public Toilets Electricity	£18.32	£0.92	£19.24	Estimate based upon previous month	365.7(ii)	Public Health Act 1875.164
To Pay								
BACS	Adrian Project Services	Village Ranger	£602.00		£602.00		364.23	Public Health Act 1875.164
BACS	Blue Spot	Cleaning of Public Toilets	£136.50		£136.50		364.23	PHA1936, s87
BACS	GB Sport	Play area quarterly inspection	£25.00	£5.00	£30.00		364.23	LGA 1972, s. 112
SO	Salary	Parish Clerk	£1,260.77		£1,260.77		361.6	LGA 1972, s. 112
SO	Brian Robinson	Clock Winding	£25.00		£25.00		364.23	Parish Councils Act 1957, s2
DD	Lloyds	Credit Card Charge	£3.00		£3.00		364.23	LGA 1972, s. 112
Totals			£2,085.41	£8.88	£2,226.98			

Bleadon Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/12/2023		
	Cash in Hand 01/04/2023		57,524.92
	ADD Receipts 01/04/2023 - 31/12/2023		134,354.58
			191,879.50
	SUBTRACT Payments 01/04/2023 - 31/12/2023		57,525.45
A	Cash in Hand 31/12/2023 (per Cash Book)		134,354.05
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2023	0.00	
	Bleadon Parish Council Deposit 31/12/2023	106,675.96	
	Bleadon Parish Council Current 31/12/2023	28,963.86	
			135,639.82
	Less unrepresented payments		1,285.77
			134,354.05
	Plus unrepresented receipts		
B	Adjusted Bank Balance		134,354.05
	A = B Checks out OK		

Parish Council Precept and Budget 2024/25

8th January 2024

Background

At its last meeting (11th December 2023), the Council approved a three-year budget strategy. This included a number of measures to restructure budget headings and to separate out projects from the general running of the Council.

The strategy also included some principles in setting a draft budget for 2023/24, namely:

- A £8,000 decrease in the budget associated with administration
- A £5,500 increase in the budget associated with externally contracted works
- A £4,750 increase in the budget provision for Open Spaces (physical works within the Parish)

The draft budget for 2024/25 also included a suggested precept of £67,800. It was not possible for the Council to set the precept at the December meeting as the Council Tax Base (the number of properties used for the purposes of setting Council Tax) had not been issued by North Somerset Council at that time. However, there was sufficient certainty for Councillors to conclude that any increase in the Parish Precept would not be greater than 5%. This was despite the fact that the Parish Council is reasonably expecting increases of circa 40% in relation to its externally contracted services – which account for some 25% of its routine spend.

Updated Position

The provisional Council Tax Base has now been issued by North Somerset Council. It may change slightly over the coming weeks. However, there is sufficient certainty for the Parish Council to set its precept and submit this to North Somerset Council.

The Parish Precept for the current year (2023/24) is £64,653. The proposed Precept for 2024/25 is £67,800 (the figure previously forming part of the three-year budget strategy approved by the Council). Based upon the number of Band D properties identified by North Somerset Council, the percentage increase in the proposed Precept for 2024/25 compared to the current year (2023/24) will be 4%. For the average Band D property this would equate to a cash increase of approximately £4.77 per annum.

Band D is the basis used by all principal authorities for Council Tax setting purposes and the actual amount per property will depend upon where the property sits within the banding process. As a consequence, the cash increase for a Band F property

would be approximately £6.90 and for a Band H property it would be approximately £9.56. Conversely, for a Band B property, the cash increase would be approximately £3.71.

Given that the 4% increase is less than the 5% 'cap' the Parish Council established at its last meeting, it is recommended that the Council approve the figure of £67,800 for submission to North Somerset Council as the Bleadon Parish Precept for 2024/25. In making this determination, Councillors should be mindful of the fact that the single biggest risk to the 2024/25 budget is the cost of externally contracted services following a tendering exercise which will take place early in the New Year. Although measures have been taken to address this risk (which were set out in the budget strategy paper), the risk that costs are higher than the current proposed budget provision cannot be completely eliminated.

In helping Councillors determine the Precept for 2024/25, Appendix 1 recreates the information contained in the previous budget strategy report in the format used by the Council in setting the precept for the current year. The information is identical to that in the budget strategy report, with one exception. The exception is that £10,000 of the funding for play provision has been brought forward to 2024/25. £10,000 represents 50% of the total budget for play (£20,000). The reason why part of this spend has been brought forward is to enable the Council (and the Play area Trust) to consider works in relation to safety surfaces which ideally need addressing during the coming financial year. This change does not affect the Precept as the works would be funded by way of CIL and no change in the budget for the project is proposed – it is only the phasing of expenditure which is changed.

In considering the information in the spreadsheet there are some important elements for Councillors to note, particularly when considering total figures and the change in budget over time. The two most significant are as follows:

- The treatment of CIL – in previous years, the relationship between CIL, the Council's budget and the Precept has not been as clear as it might have been. Given that CIL has been in the range of £1000 – 1500 per annum this may not have been particularly significant. However, for the sake of clarity, CIL should not be treated as income for the purposes of determining the Parish Precept. It is, however, income for the purposes of setting the Council's budget. This is a subtle, but important, distinction as CIL is not available to be used for the general running costs of the Council; that is the purpose of the Precept.
- The treatment of other income – the way in which some other income has been presented can also lead to the wrong conclusions being reached. This may be a feature of the operation of a payments and receipts process rather than a commitment and expenditure process. The best example of this is the treatment of income in relation to the Parish Clock. This is recorded as income of £3,633 in 2022/23. The spend figure for 2022/23 includes this income. Whilst this may be technically correct in terms of year end reporting,

the income in relation to the Parish Clock was given for a particular purpose and was not available to support other activity in 2022/23

Councillors should also be aware that the past approach to including projects under general budget headings has resulted in the Council reporting significant underspends as part of quarterly reporting arrangements. In some cases underspends are because project timelines have slipped and in others because the spend profile was such that expenditure was never envisaged until later in the financial year. For those not familiar with the Council's reporting processes, this can lead to (entirely legitimate) questions as to why the Council has collected income via the Precept which appears not to be being spent. Moving forward, there will still be some instances where the expenditure profile of a project may in practice be different to how it needs to be treated in the Council's accounts. The best example of this is likely to be in relation to replacement toilets. Given the lead time for consultation and planning processes, it is unlikely that the Council will spend the full budget provision of £40,000 within the 2024/25 financial year as even with a staged payment contract, the bulk of any payment will fall once the contract is fully completed. However, it is likely that the Council will enter into a contractual commitment in the 2024/25 year and even if a significant part of the actual expenditure falls into the following year, the 2024/25 accounts need to provide for the total contractual commitment. The move to having a separate Project Budget will, hopefully, help the Council in the effective monitoring and management of its budgets and in its communications with parishioners.

Cost Centre Changes

As part of the budget strategy report approved by the Council at its December meeting, a number of existing cost centres were reorganised and new cost centres established. Most of the new cost centres relate to projects. However, a new cost centre has also been established in relation to utility costs (water, drainage and electricity) in relation to the public toilets and streetlights.

Looking Forward

It is too early to reach any definite conclusions regarding the Parish Precept for 2025/26 and beyond. However, it is reasonable to assume that the local Council Tax Base will increase as a consequence of residential development currently taking place. If this rate of increase is greater than any additional cost pressures the Parish Council may face, then it is possible that the Council may not need to increase the Precept further over the medium term.

Quarter 3

Appendix 1 also includes a summary of income and expenditure to 31st December 2023 (Quarter 3). This includes the adjustments already approved by the Council in relation to Coronation Hall and tree cutting works. It is worth noting that these works

were able to be funded within the existing approved budget and were completed (following a full procurement process) within a matter of weeks.

The most significant element of further projected expenditure relates to the re-gilding of the Parish Clock. The contractor has been pressed to provide a commencement date for these works. In the event that the works are not completed within the financial year, then the budget provision will continue into the next financial year as an Earmarked Reserve.

Further expenditure of approximately £2,300 is also expected in relation to recent works to streetlights. However, there are issues in relation to the works which require further clarification before payment is submitted for authorisation.

Recommendation:

That the Bleadon Parish Precept for 2024/25 is set at £67,800.

Appendix 1

Department	Budget 2022/23	Actual 2022/23	Budget 2023/24	Quarter 3 (NET)	Projected Year End 2023/24 (NET)	Variance	Proposed Budget 2024/25	Precept	Reserves	Notes
Clerk and Administration										
Administration										
Salary & NI	£ 25,400	£ 21,001	£ 22,000	£ 6,055	£ 11,500	£ 10,500	£ 22,000	£ 22,000	£ -	
Locum	£ -	£ -	£ -	£ 7,506	£ 8,500	-£ 8,500	£ -	£ -	£ -	
Pension provision	£ -	£ -	£ 250	£ -	£ 250	£ -	£ 300	£ 300	£ -	
Clerk Travel	£ 150	£ 207	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Home working allowance	£ 312	£ 208	£ 208	£ -	£ 208	£ -	£ 230	£ 230	£ -	
Payroll	£ 110	£ 95	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Training Officers	£ 750	£ 499	£ 500	£ 489	£ 489	£ 11	£ -	£ -	£ -	
Training	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,000	£ 1,000	£ -	Combined training budget - Councillors and officers
Office expenses	£ 100	£ -	£ 300	£ 116	£ 300	£ -	£ 700	£ 700	£ -	Includes previous budgets for printing, postage, stationery and equipment
Stationery	£ 350	£ 86	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Postage	£ 75	£ 23	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Printing	£ -	£ -	£ 400	£ -	£ -	£ 400	£ -	£ -	£ -	
Insurance	£ 2,700	£ 2,714	£ 810	£ 814	£ 814	-£ 4	£ 2,000	£ 2,000	£ -	Increase to reflect possible extension of insurance cover for volunteers
Audit fees	£ 650	£ 630	£ 9,400	£ 9,229	£ 9,229	£ 171	£ 1,100	£ 1,100	£ -	Decrease in projected costs of audit
Mobile	£ 130	£ 178	£ 240	£ 104	£ 204	£ 36	£ -	£ -	£ -	Budget for mobile combined with IT
Subscriptions	£ 1,250	£ 1,054	£ 1,200	£ 1,499	£ 1,499	-£ 299	£ 1,535	£ 1,535	£ -	Increased to reflect anticipated additional software licence fees
Bank Charges	£ 131	£ 123	£ 130	£ 122	£ 130	£ -	£ 130	£ 130	£ -	
Website & IT	£ 1,731	£ 1,210	£ 1,000	£ 284	£ 1,300	-£ 300	£ -	£ -	£ -	Included in budget line below
IT/Mobile	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,142	£ 1,142	£ -	
Data Protection	£ 45	£ 35	£ 35	£ -	£ 35	£ -	£ -	£ -	£ -	Part of subscriptions budget
Election Charges	£ -	£ -	£ 100	£ 92	£ 92	£ 8	£ -	£ -	£ -	
Community engagement	£ -	£ 139	£ 177	£ -	£ 177	£ -	£ -	£ -	£ -	Included within community engagement under Parish News cost centre
Room Hire	£ 144	£ 12	£ 330	£ 506	£ 660	-£ 330	£ -	£ -	£ -	Included within community engagement under Parish News cost centre
Professional Fees	£ 250	£ 12	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
Councillor Expenses	£ 100	£ -	£ 50	£ -	£ 50	£ -	£ 50	£ 50	£ -	
Chairman's Allowance	£ 50	£ -	£ 50	£ 110	£ 110	-£ 60	£ 100	£ 100	£ -	
Training Cllrs	£ 250	£ -	£ 400	£ 165	£ 365	£ 35	£ -	£ -	£ -	Councillor and officer training budget combined
Village Covid Group	£ -	£ 204	£ -	£ 126	£ 126	-£ 126	£ -	£ -	£ -	
TOTAL	£ 34,678	£ 28,430	£ 37,580	£ 27,219	£ 36,039	£ 1,541	£ 30,287	£ 30,287	£ -	

Village News							Parish News & Engagement								
Editorship	£ 1,600	£ 1,600	£ 2,200	£ 400	£ 400	£ 1,800	£ -	£ -	£ -						
Printing	£ 3,400	£ 4,410	£ 2,800	£ 1,107	£ 1,550	£ 1,250	£ 1,600	£ 1,600	£ -						
Community engagement	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,000	£ 1,000		Provision for room hire, community engagement and growth of £500					
Income	-£ 2,000	-£ 1,870	-£ 2,000	£ 930	-£ 930	-£ 1,070		-£ 400	£ -						
TOTAL	£ 3,000	£ 4,140	£ 3,000	£ 2,437	£ 1,020	£ 1,980	£ 2,600	£ 2,200	£ -						
Open Spaces							Open Spaces								
Ranger	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	Included within general budget provision for externally contracted work					
General Maintenance	£ 2,250	£ 1,017	£ 750	£ 455	£ 750	£ -	£ 5,500	£ 5,500	£ -	Growth to reflect priority in relation to maintenance of the physical realm					
Public Toilets	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	Included within general budget provision for externally contracted work					
Public Toilets upgrade	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	Now within Projects Budget					
Car Park Maintenance	£ 500	£ -	£ 1,000	£ 975	£ 975	£ 25	£ -	£ -	£ -						
Grass Cutting	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	Included within general budget provision for externally contracted work					
Church Clock	£ 312	£ 300	£ 300	£ 225	£ 300	£ -	£ 300	£ 300	£ -						
Streetlighting	£ 400	£ 603	£ 2,300	£ 204	£ 2,300	£ -	£ -	£ -	£ -						
Defib	£ 100	£ -	£ 200	£ 289	£ 289	-£ 89	£ 400	£ 400	£ -						
Village Improvements	£ 355	£ 1,897	£ 2,000	£ 22	£ 22	£ 1,978	£ -	£ -	£ -	Included under general maintenance budget					
Jubilee Garden			£ 2,000	£ -	£ -	£ 2,000	£ -	£ -	£ -	Now within Projects Budget					
Waste Collections	£ 10	£ -	£ 150	£ 110	£ 150	£ -	£ 300	£ 300	£ -	Includes clinical waste (toilets) and shared waste (Coronation Hall)					
Churchyard	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -						
Utilities (Energy and Water)	£ -	£ -	£ -	£ 48	£ 650	-£ 650	£ 1,000	£ 1,000	£ -	Budget to cover costs of water and electricity (streetlights and toilet)					
Play area inspections and maintenance						£ -	£ 1,500	£ 1,500	£ -	Moved to OS re governance - agreed sum to be transferred to Trust					
Grants and Donations						£ -	£ 2,000	£ 2,000	£ -						
Parish flora						£ -	£ 1,000	£ 1,000	£ -	Previously Bleadon in Bloom					
Allotments						£ -	£ 1,000	£ 1,000	£ -	Allotments budget moved to Open Spaces					
Allotments Income						£ -		-£ 900	£ -	Allotments budget moved to Open Spaces					
TOTAL	£ 3,927	£ 3,817	£ 8,700	£ 2,280	£ 4,786	£ 3,914	£ 13,000	£ 12,100	£ -						
Allotments															
Allotments	£ 331	£ 726	£ 1,000	£ 505	£ 1,200	-£ 200	£ -	£ -	£ -	Allotments budget moved to Open Spaces					
Income	-£ 250	-£ 290	-£ 290	-£ 504	-£ 540	£ 250	£ -	£ -	£ -	Allotments budget moved to Open Spaces					
TOTAL	£ 81	£ 436	£ 710	£ 1	£ 660	£ 50	£ -	£ -	£ -						
Church Clock															
Regilding of Church Clock	£ -	£ -	£ -	£ -	£ -	£ -		£ -	£ -	See Projects Budget					
Income	£ -	-£ 3,633	£ -	£ 49	£ -	£ -		£ -	£ -						
TOTAL	£ -	-£ 3,633	£ -	£ 49	£ -	£ -	£ -	£ -	£ -						

Play Area																			
Play Equipment	£ 750	£ 4,988	£ 500	£ -	£ 431	£ 69		£ -	£ -	Included under Open Spaces									
Inspections	£ 350	£ 355	£ 300	£ 110	£ 300	£ -		£ -	£ -	Included under Open Spaces									
Childrens Playground	£ -	£ 1,528	£ 1,500	£ 630	£ 930	£ 570		£ -	£ -	Included under Open Spaces									
TOTAL	£ 1,100	£ 6,871	£ 2,300	£ 740	£ 1,661	£ 639		£ -	£ -										
Grants and Donations																			
General Grants & Donations	£ -	£ 50	£ 1,000	£ -	£ 1,000	£ -		£ -	£ -	Included under Open Spaces									
Coronation Hall	£ -	£ 6,280	£ 1,000	£ -	£ -	£ 1,000		£ -	£ -	See Projects Budget									
Bleadon in Bloom	£ 4,984	£ 1,402	£ 1,000	£ 691	£ 691	£ 309		£ -	£ -	Included under Open Spaces									
TOTAL	£ 4,984	£ 7,732	£ 3,000	£ 691	£ 1,691	£ 1,309		£ -	£ -										
Contracted Services																			
Ranger	£ 7,724	£ 6,834	£ 7,224	£ 5,418	£ 7,224	£ -		£ 7,224	£ 7,224	Included under Open Spaces									
Public Toilets	£ 4,000	£ 4,399	£ 2,000	£ 1,909	£ 2,600	-£ 600		£ 2,000	£ 2,000										
Grass Cutting	£ 4,000	£ 4,000	£ 4,350	£ 4,000	£ 4,350	£ -		£ 4,350	£ 4,350										
Additional - contracts	£ -	£ -	£ -	£ -	£ -	£ -		£ 4,426	£ 4,426	Included under Open Spaces									
TOTAL	£ 15,724	£ 15,233	£ 13,574	£ 11,327	£ 14,174	-£ 600		£ 18,000	£ 18,000										
Special Projects										Projects									
A370	£ -	£ -	£ -						£ -	£ -									
NDP	£ -	£ 209	£ -						£ -	£ -	Treated as an Earmarked Reserve								
Jubilee	£ 1,000	£ 1,423	£ -						£ -	£ -									
Coronation	£ -	£ -	£ 300	£ 250	£ 250	£ 50			£ -	£ -									
Parish Clock Re-gilding			£ 7,000	£ -	£ 6,300	£ 700			£ -	£ 6,300									
Coronation Hall environs - Phase 1			£ 8,000	£ 7,150	£ 7,150	£ 850			£ -	£ 7,150									
Remove unsafe trees			£ 2,000	£ 1,275	£ 1,955	£ 45			£ -	£ 1,955									
Streetlighting			£ 2,300	£ -	£ 2,300	£ -			£ -	£ 2,300									
Transport/highways - Minor Schemes								£ 5,000	£ 1,263	£ 3,737									
Coronation Hall environs - Phase 2								£ 12,000	£ 1,000	£ 11,000									
Toilets replacement								£ 40,000	£ 2,500	£ 37,500									
Memorials - safety and appearance								£ 1,000	£ 1,000	£ -									
New IT								£ 5,000	£ -	£ 5,000									
Market Cross survey								£ 500	£ -	£ 500									
Play Area								£ 10,000		£ 10,000									
Social activities and events								£ 1,000	£ 1,000	£ -									
TOTAL	£ 1,000	£ 1,632	£ 19,600	£ 8,675	£ 17,955	£ 1,645		£ 74,500	£ 6,763	£ 85,442									

INCOME																					
Bank Interest	-£	160		-£	200	-£	759	-£	1,000	£	800	-£	1,500	-£	1,500	£	-				
Youth Club Rent	-£	50	£	-	-£	50	-£	50	-£	50	£	-	-£	50	-£	50	£	-			
Misc Income	£	-	-£	1,524	£	-	£	-	£	-	£	-	£	-	£	-	£	-			
Village Orderly Grant	-£	161	-£	161	-£	161	£	-	£	-	-£	161	£	-	£	-	£	-			
Covid Donations	£	-	-£	330	£	-	£	-	£	-	£	-	£	-	£	-	£	-			
NNDR					£	-	-£	1,392	-£	1,392	£	1,392	£	-							
CIL	£	-	-£	1,325	£	-	£	-	£	-	£	-	£	-	£	-	£	-			
INCOME	-£	371	-£	3,340	-£	411	-£	2,201	-£	2,442	£	2,031	-£	1,550	-£	1,550	£	-			
TOTALS (Expenditure less Income)																					
	£	64,123	£	61,318	£	88,053	£	51,218	£	75,544	£	12,509			£	67,800	£	85,442			
VAT							£	4,516	£	4,850											
GROSS TOTALS					£	88,053	£	55,734	£	80,394	£	24,660									
Precept request (Projected Expenditure minus income)																					
GENERAL RESERVES (ESTIMATED AT 30.04.24)																					
TOTAL General Reserves																					
EARMARKED RESERVES (ESTIMATED AT 30.04.23)																					
CIL																					
Election expenses																					
Neighbourhood Plan																					
Regilding Parish Clock																					
Allotment deposits																					
TOTAL (EMR)																					
TOTAL (All Reserves)																					

CIL not to be treated as income for the purposes of precept

£ 67,800

Precept
%

57%

Report of the Parish Clerk & RFO

8th January 2024

Decision Items

1. Roles and Responsibilities

- 1.1 The Council has previously identified a number of lead councillor roles. Councillor Sugg has indicated a provisional interest in the lead roles in relation to Highways and Social Activities. The nature and scope of these roles will be discussed in more detail with Councillor Sugg.

Recommendation:

That, subject to his acceptance, the Council appoints Cllr Sugg to the lead councillor/project sponsor roles in relation to Highways and Social Activities.

2. Closure of Bridge Road

- 2.1 The works at the quarry necessitate the closure of Bridge Road for an extended period of time from 8th January 2024. The Parish Council was consulted about these requirements and indicated its expectation that temporary traffic lights would be installed at the Bleadon Road junction to enable traffic to safely enter and leave the village. The Council's position was supported by Edenstone who included this requirement in the scheme submitted to North Somerset Council. The subsequent determination by North Somerset Council was that a more appropriate solution was to allow for access only through the Bleadon Road junction from the A370 and, as a consequence, to expect all traffic exiting the village areas to do so via Celtic Way.
- 2.2 It is evident that there has been a considerable amount of work to co-ordinate the required utilities work and minimise the requirements for further closures of Bridge Road. However, the use of Celtic Way – including for construction traffic – is considered inappropriate. There has been a significant amount of correspondence prior to and over the Christmas and New Year period to try and seek a better outcome than the one agreed by North Somerset Council. A number of Councillors have also met with representatives of Edesntone – who continue to support the Parish Council's position. The two Ward Councillors have also been fully engaged and have registered their concerns regarding the appropriateness of the diversion.
- 2.3 A further update will be provided at the meeting.

Recommendation:

That the Council confirms its position in relation to the closure of Bridge Road.

3. Allotment – Replacement Gate

- 3.1 Allotment holders were sent a survey to garner their views in relation to possible future developments at the allotment site. The Council will receive a fuller report in relation to the survey outcomes later in the year.
- 3.2 One of the issues raised related to the poor state of repair of the main allotment gate. The gate in question is large (13ft wide) and has deteriorated further over the Winter. It is beyond repair and it and one of the posts require replacement. A provisional estimate for replacement has been sought and a quote of £790 (plus VAT) received.
- 3.3 The replacement has been discussed with the landlord's representatives (as their consent is required) and, in accordance with the lease agreement, the landlord has agreed to meet 50% of the costs of replacement – on the understanding that the Council organises the works.
- 3.4 There are a number of notices attached to the gate which will also need replacing to reflect updated details e.g. in relation to the layout of allotment plots. It would be prudent to undertake these works at the same time.
- 3.5 As referenced elsewhere in the agenda, there are projected underspends in the current year which are sufficient to fund the works in question and the projected year end spend in relation to the Allotments Cost Centre assumes that the Council is prepared to commit to the costs of replacing the gate in the current financial year.

Recommendation:

That the Parish Clerk is authorised to appoint a contractor to replace the allotment gate (and associated works), subject to the Council's contribution not exceeding £500.

4. Playground Park

- 4.1 The latest playground inspection report has identified the need for additional play bark. Although there may be longer term plans to address safety surfaces, there will be a need for some interim measures. As a consequence, authority is sought for the purchase of up to 2 cubic metres of play bark. The estimated cost of 2 cubic metres of play bark is £400. It's possible that a smaller volume will be sufficient.

Recommendation:

That the Parish Clerk is authorised to purchase additional play bark subject to the cost not exceeding £400.

5. Playground Trust – Bank Signatories

- 5.1 There is a need to establish a separate bank account for the Playground Trust. Although all Councillors are trustees for the Playground Trust, the trust itself is a separate legal entity and its financial arrangements need to be distinct from those of the Council.
- 5.2 The process of establishing a bank account for the Trust has started, but there is a need to identify (at least) three signatories to the bank account.

Recommendation:

That the Councillors confirm whether they are prepared to be signatories to the Playground Trust bank account. Any signatories would subsequently need to be confirmed by a meeting of the Trust.