

# BLEADON PARISH COUNCIL

[www.bleadonparishcouncil.co.uk](http://www.bleadonparishcouncil.co.uk)

**Bruce Poole BA (Hons) FSLCC MMC**

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**Rooftop**

**10 South Street**

**Burnham-on-Sea**

**Somerset TA8 1BS**

## Notice of a Meeting of the Parish Council

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS**

*(Public Bodies (Admission to Meetings) Act 1960)*

To Chairman G Williams and Councillors I D Clarke S Hartree A Scarisbrick and M Sheppard.

You are hereby summoned to attend the following meeting:

Meeting of... **Bleadon Parish Council**  
Time... **7.00pm**  
Date... **Monday 11<sup>th</sup> May 2020**  
Place... **The Coronation Hall Coronation Road Bleadon BS24 0PG**

Councillors will be discussing all the items listed on the Agenda.

Bruce Poole BA (Hons) FSLCC MMC

Locum Parish Clerk

Monday

### **7.00pm (Prior to the start of the meeting)**

#### **Questions and comments from members of the public (limited to 15 minutes in total)**

*This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Bleadon. No decision can be taken during this session<sup>1</sup>, but the Chairman may decide to refer any matters raised for further consideration.*

<sup>1</sup>N. B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

#### **Reports from County and District Councillors (limited to 15 minutes in total)**

*District Councillors are invited to give short oral reports on matters affecting Bleadon. Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public. If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.*

## Public Session and evacuation process

### A G E N D A

- 333.1 To elect a Chairman**
- 333.2 To receive a declaration of office from the Chairman** (LGA 1972 ss1.5 (2 and 34 (2))
- 333.3 To receive Apologies for Absence and to approve the reasons given.** (LGA 1972 s85 (1))
- 333.4 Declarations of Interests**  
*(Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)*
- 333.5 To elect a Vice Chairman**
- 333.6 To elect members to the following committees**
- (a) Planning Committee
  - (b) Finance Personnel and Policy Committee
  - (c) Open Spaces Committee
  - (d) Hearing Committee
  - (e) Appeals Committee
- 333.7 To appoint representatives to:**
- (a) Youth Club
  - (b) Coronation Halls Management Committee
  - (c) ALCA
  - (d) Neighbourhood Plan Group
  - (e) Bleadon in Bloom
- 333.8 To appoint members responsible for:**
- (a) Allotments and Churchyard
  - (b) Public Rights of Way and Footpaths
  - (c) Marshalls Liaison
  - (d) Neighbourhood Watch and Community Safety
  - (e) Roads and Transport
  - (f) Play Area
  - (g) Bleadon Village News
- 333.9 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> March 2020** (LGA 1972 sch 12, para 41(1))
- 333.8 Past Matters for report purposes only**
- (i) Defunct Defibrillator (Mr M Gammons) 332
  - (ii) Flooding in Purn Way (Mr Chatterley) 332  
Confirmation from NSDC that work is in progress – 1755498
  - (iii) Casual Vacancy 332.7.1  
Register of Interest completed
  - (iv) Dropped Pavement 332.5.1  
Work in progress
  - (v) Youth Club Lease 332.5.4  
Work in progress
  - (vi) Moving of Fence 332..5.5

## Work in progress

(vii)	Coronation Hall – Fire Inspection Work in progress	332.5.7
(viii)	“Tommy” – there not there Work in progress	332.11
(ix)	Bleadon Village News Work in progress	332.12
(x)	Location – WI Bench To receive a verbal report from the parish clerk	332.7.4
(xi)	Excess of mud in Purn Way See 333.8.2	332.10.2
(xii)	Blocked Gulley I Accommodation Road NSDC Confirms matter completed – 1755478	
(xiii)	Blocked Gulley – Bridge Garage NSDC reports issue in progress – 1755486	
(xiv)	Closure of Car Park – May Fayre Details confirmed	332.10.6

### **333.9 Chairmans announcements**

### **333.10 Planning**

Number	Application Details	Position
20/P/0285/FUL	<p><b>Demolition of existing house workshop and outbuildings and erection of 4 new dwellings – Wallflower House 30 Coronation Road Bleadon Somerset BS24 OPG – 15/05/20</b></p> <p><i>In its present form the parish council objects to the proposed planning application.</i></p> <p><i>Bleadon Parish Council acknowledges that this site requires development but in doing so the developer needs to be recognisant of the location of this site it being in the centre of the village. Due to it occupying the gradient of the hill which currently overlooks the church and surrounding cottages the development needs to be conversant and sympathetic to the local properties the majority of which are constructed of stone.</i></p> <p><i>The present development does not take into account the general ambience of this part of the village and in the view of many residents the present layout is over development. Four three storey houses in this location is simply not appropriate. As previously stated the Parish Council supports development of this site as did the majority of the respondents to Neighbourhood Plan survey but it has to be in keeping to the local environment and beneficial to its surrounding environs</i></p>	APPROVED 14/05/20
20/P/0400/FUH	<p><b>Single storey extension to provide porch and wet room bathroom – Hillside Cottage Shiplate Road Bleadon BS24 ONG - 22/04/20</b></p> <p><i>The Parish Council recommended approval – by e-mail 14/04/20</i></p>	Approved 17/04/20
20/P/0427/FUH	<p><b>Retrospective application for holiday let chalet with raised decking and canopy – 21/03/20</b></p>	
20/P/0603/LDE	<p><b>Certificate of lawful development for exiting use of yard at Woodlands Farm for mixed storage of vehicles trailers generators and a metal container (B8) and for vehicle and equipment maintenance (B2) –Land at Woodlands Farm Mearcombe Lane Bleadon BS24 ONZ 30/04/20</b></p> <p><i>The Parish Council advised North Somerset on line that it had no objections</i></p>	Approved 08/05/20
20/P/0650/FUH	<p><b>Certificate of lawful development for exiting use of yard at Woodlands Farm for mixed storage of vehicles trailers generators and a metal container (B8) and for vehicle and equipment maintenance (B2) –Land at Woodlands Farm Mearcombe Lane Bleadon BS24 ONZ 30/04/20</b></p> <p><i>The Parish Council advised North Somerset on line that it had no objections</i></p>	
20/P/0658/FUH	<p><b>Demolition of existing single garage and construction of double garage with adjoin home office/storage extension – Edgehill Celtic Way Bleadon BS24 ONA - 07/05/20</b></p> <p><i>The Parish Council recommended approval - by e-mail 14/04/20</i></p>	Withdrawn 07/05/20
20/P/0833/FUH	<p><b>Demolition of conservatory. Erection of single storey side extension and loft conversion – Alwoodley Hilcote Bleadon BS24 9JR – 27/04/20</b></p> <p><i>The Parish Council recommended approval – by e-mail 14/04/20</i></p>	
20/P/0853/FUH	<p><b>Proposed construction of a new porch and proposed new side window to South elevation. – Cobblestones Purn Way Bleadon BS24 OQE</b></p> <p><i>The Parish Council recommended approval – by e-mail 14/04/20 – 06/05/20</i></p>	

333.11

1. To resolve to adopt Supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings and this lasts until May 7<sup>th</sup> 2021 or the repeal of legislation whichever is the earlier.

2. To consider applications from prospective candidates to fill by co-option three casual vacancies.
3. To consider a suggestion from the Bleadon in Bloom Group that any unused budgeted monies from 2019-2020 be transferred over and added to the 2020-2021 budget
4. To receive a Financial Statement (unaudited) for the year 31<sup>st</sup> March 2020
  - (a) To receive the Internal Auditor's Report and note its contents
  - (b) To approve the Annual Governance Statement (Section 1)
  - (c) To approve the Accounting Statements (Section 2)
  - (d) To set the commencement date for the exercise of public rights
4. To review the Parish Council's Corporate Policies.
5. To review the Parish Council's Banking arrangements
6. To review the Parish Council's Asset register
7. To review the Parish Council's Insurance Policy
8. To confirm that Mr B Poole continues to act in the capacity of RFO – Responsible Financial Officer
9. To re-affirm the acceptance of the Audit and Account Regulations 2011 (England) Regulations 2011 (SI 2011 No 817)
10. To adopt the Parish Council's Publication Scheme and confirm the Parish Council's Qualified Persona under Section 36 of The Freedom of Information Act 2000 be the parish clerk.
11. To confirm the re-appointment of Mr Richard Young as the Parish Council's Internal Auditor.
12. To resolve that Parish Council delegates the power to grant dispensations to the Parish Clerk.
13. To note the Code of Recommended Practice on Local Authority Publicity (England)
14. To agree dates of the Parish Council Meetings 2020-2021
15. To resolve to move the uncommitted 2020-21 Bleadon in Bloom Budget to an EMR for spending in 2021-22

### 333.12 Financial

1. To approve the following regular payments:

Payee	Item	Review Date
A Leonard	Contract Ranger	Monthly
Came & Co	Insurance	Annually
B Robinson	Clock Maintenance	Quarterly
Parish Clerk	Salary	Monthly
HMRC	PAYE & NI	Monthly
ICO	Commissioners Office Registration	Annually
GB Sport	Play Area Inspections	Monthly
WebGlu	Website Hosting	Quarterly
3G	Mobile Phone	Monthly
PATA	Payroll Services	Quarterly
F Thomas	Contract Toilet Cleaning	Monthly
EDF	Street Lighting	Quarterly
Unity Trust	Banking Charges	Quarterly
SSE Enterprise	Public Toilets	Quarterly

## 2. To note the following items of expenditure for the months of March

(205)	PATA	Payroll Services	12.75	
(206)	Mr B Poole	Salary March 20	1396.15	
(207)	3G	Mobile Phone	26.77	
(208)	Strutt & Parker	Bleaddon Allotments	72.50	
(209)	Mr D Sharman	V.E.Day Cross	65.70	15.75
(210)	Vista Print	Business Cards	33.98	6.80
(211)	GB Sports & Leisure	March Inspection	15.00	3.00
(212)	Village Ranger	March 2020	525.00	
(213)	Mrs F Thomas	Public Toilet Cleaning – Mar	150.00	
(214)	Coronation Hall	Electric Contribution	150.00	
(215)	Youth Club	CCTV Contribution	200.00	

## 3. To note the following items of expenditure for the month of April & May

(1)	ALCA	Annual Subscription	248.33	
(2)	NSDC	Rates – 2020-2021 – Toilets	464.07	
(3)	Microshade	Annual Charge – Kaspersky	36.00	7.20
(4)	EDF Energy	Street Lights	324.77	
(5)	Mrs N Bibi	Mileage Claim	66.60	
(6)	Viking	Stationery	123.17	24.63
(7)	Mr B Poole	Clerk’s Salary – April	1394.36	
(8)	Rialtas	Annual Subscription	224.00	44.80
(9)	Home 3G	Telephone Charges – April	20.41	4.09
(10)	Viking	Postage	9.58	
(11)	Springback Binders	Minute Book Binder	23.33	4.67
(12)	Cartridge Save Co	Printer Cartridges	44.41	8.88
(13)	Webglu	Neighbourhood Plan – Jan/Mar	60.00	12.00
(14)	Webglu	Website Hosting – Jan/Mar	70.00	14.00
(15)	Mrs F Thomas	Toilet Cleaning - Apr	125.00	
(16)	Nisbets	Supply of Toilet Rolls	26.58	5.31
(17)	Sheerjh	Postage Stamps	31.44	
(18)	Village Ranger	April 2020	588.00	
(19)	Mr B Poole	Home Working – Mar	17.33	
(20)	Parish OnLine	Annual Subscription	81.00	16.20
(21)	Cartridge People	Ink Cartridges	45.82	9.17
(22)	Mr B Poole	Clerk’s Salary – May	1394.36	
(23)	Mr B Poole	Home Working – Apr	26.00	
(24)	Mr B Poole	Home Working – May	26.00	
(25)	Home 3G	Telephone Charges – May	24.00	4.80
(26)	GB Sports & Leisure	Annual Playground Inspection	80.00	16.00
(27)	Horizon Telecom Ltd	Samsung Galaxy Tab A	1931.25	386.25
(28)	Village Covid 19 Group	Donation	100.00	
(29)	Mr Richard Young	Internal Auditor’s Charge	50.00	
(30)	Mrs F Thomas	Toilet Cleansing - May	250.00	
(31)	Mr A Leonard	Village Agent	686.00	

**333.13 To receive reports from the following for information purposes only:**

- (a) Allotments and Churchyard
- (b) Public Rights of Way and Footpaths
- (c) Marshalls Liaison
- (d) Neighbourhood Watch and Community Safety
- (e) Roads and Transport
- (f) Play Area
- (g) Bleadon Village News
- (h) Youth Club
- (i) Coronation Halls Management Committee
- (j) ALCA
- (k) Neighbourhood Plan Group
- (l) Bleadon in Bloom
- (m) Parish Clerk

**333.14 Correspondence**

- |      |                     |  |
|------|---------------------|--|
| (1)  | ICO                 | Confirmation of Registration 2022              |
| (2)  | GB Sports & Leisure | Playground Inspection report – 17/03/20        |
| (3)  | PATA Payroll        | Tax Year End arrangements                      |
| (4)  | Clerks & Councils   | Direct – March 2020 – Issue 128                |
| (5)  | NSDC                | Electoral Register Updates – Jan & Feb         |
| (6)  | PKF Littlejohn      | External Audit postponement                    |
| (7)  | NSDC                | Town & Parish Digest – Issue 44 31/03/20       |
| (8)  | NALC                | Holding Remote Meetings                        |
| (9)  | NALC                | Legal Briefing – L01-20                        |
| (10) | CPRE                | Fieldwork – Spring 2020                        |
| (11) | CPRE                | Countryside Voices – Spring 2020               |
| (12) | Mrs J Jones         | Copy Correspondence objecting to 20/P/2085/FUL |
| (13) | Mrs B Bowen         | Internal Auditor Quote – 2022-21               |
| (14) | Draft               | South West Inshore and offshore Marine Plans   |
| (15) | HMRC                | Employer Bulletin – April 2020                 |
| (16) | North Somerset      | Precept – 1 <sup>st</sup> Half                 |
| (17) | Cllr. R Tyson       | Completed – Register of Interests Form         |
| (18) | ALCA                | Notice of Alca Somerset AGM – 25/06/20         |
| (19) | Clerks & Councils   | Direct – May 2020 Issue 129                    |
| (20) | SLCC                | The Clerk Magazine Vol.51 No.3 May 2020        |
| (21) | Long Ashton         | Coronavirus Support Network                    |
| (22) | North Somerset      | Revision of Rights of Way Improvement Plan     |

**332.15 Date and Time of next meeting Annual Parish Council Meeting – Monday 20<sup>th</sup> April 2020**