

BLEADON PARISH COUNCIL

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Clerk to the Parish Council

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Minutes of the meeting of Bleadon Parish Council held in the Coronation Hall, Bleadon, which commenced at 7.30pm on Monday 13th February 2017 when the following business was transacted.

Present: Councillors Claire Gutsell (Chair), I D Clarke (Vice Chair), David Chinn, Morag Edwards, Steve Hartree, Mary Sheppard and the clerk Tony Jay.

Four members of the public were present.

292.1 To receive any apologies for non-attendance

An apology had been received by Cllr Peter Gibbon. This was accepted.

292.2 To receive any declarations of interest in items on this agenda

There were no declarations of interest.

292.3 To approve the minutes of the Parish Council meeting held on 9th January 2017

It was unanimously resolved to approve the minutes.

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

292.4 To invite public participation

i) Members of the public

A request was made on behalf of the Coronation Hall management committee for the Parish Council to pay for the new fire doors to be fitted in the hall, and for the cost to be reimbursed by the hall committee. This was agreed.

(Please note that since the meeting this request has been withdrawn).

ii) District Councillor

There was no District Councillor present, and no report had been received.

292.5 To receive the Clerk's report.

A letter has been received from the Coronation Hall management committee stating their disappointment that the Parish Council had not included a figure in their budget for 2017/18 for payment for the rental of the hall for Parish Council meetings, and that the hall management committee had not been consulted prior to this decision being taken.

The Clerk said that he had replied to the letter, stating that the Parish Council's finance and personnel committee had tried to trim the budget wherever possible, to keep the precept demand as low as possible. Each decision regarding areas of expenditure had been taken during the meeting, so prior consultation would not have been possible. This was a public meeting where members of the Coronation Hall management committee could have attended and expressed their views if they had chosen to do so.

Cllr ID Clarke provided an update from the recent Coronation Hall management committee meeting.

It was decided to include an agenda item for the next meeting 'to consider whether the Parish Council should make a contribution to the Coronation Hall management committee for the heating and lighting costs incurred during the use of the hall for Parish Council meetings'.

Cllr Gibbon had provided an update regarding the defibrillator. The agreement for the monthly checks to be carried out with the SW Ambulance Trust will cease in May 2017. Arrangements will need to be considered regarding the checking of the defibrillator from May onwards. Cllr Gibbon is enquiring into this.

Cllr Mary Sheppard had asked at the planning meeting earlier that evening that all councillors be circulated with agendas and minutes from the planning committee meetings, not just members of that committee. Also that all planning decisions should be made by the full council, not a planning committee.

It was decided that the current system of holding planning committee meetings will continue, and that there will be an agenda item for the next Parish Council meeting 'to consider appointing another councillor to the planning committee'.

It was decided that the Chairman of the planning committee will give a verbal update regarding planning decisions taken to each Parish Council meeting in the future.

Cllr Hartree asked that all agendas and minutes from committees are sent to all Councillors, regardless of whether they are members of that committee. This was agreed.

The date of the meeting with Marshalls has changed once again, at the request of Marshalls. This meeting is now due to be held on 8th March at 10am. The booking secretary of the Coronation Hall management committee has enquired regarding the Parish Council's paying for the use of the hall for this meeting. It was agreed to pay £10 for the meeting on 8th March, but not to pay for subsequent meetings in the new financial year.

292.6 Exchange of information between Councillors.

See 292.5 above.

Cllr Chinn gave an update regarding the community payback scheme. The date of the first session unfortunately needed to be cancelled, but will be re-arranged shortly.

Replacement chippings have been purchased, along with a weed barrier for underneath the cycle racks. A general clear up will take place in the vicinity of the hall. NSC has been asked to collect the green waste free of charge. They will do so until the end of March, but will charge after that. The Parish Council will need to sign up for the cost of two green bins. The Clerk was asked to arrange for the purchase of two large bins.

Suggestions would be welcome from Councillors and the community regarding potential locations where the community payback team could operate.

292.7 To consider the position of Village Ranger.

It was unanimously resolved to hold a meeting of the finance and personnel committee to discuss these arrangements, who will then have to report back to the full Parish Council with their recommendations.

The Clerk was asked to arrange a date for this meeting.

292.8 To consider the reviewing of the Council's policies.

It was unanimously resolved to appoint a working group consisting of Cllrs ID Clarke and Hartree along with the Clerk to discuss the policies.

The Clerk will email copies of draft policies to be considered, and was asked to arrange a date for this meeting.

292.9 To receive an update regarding the Churchyard walls.

The Chair updated the meeting in regards to the latest situation.in regard to the walls. The walls have been covered to prevent frost damage during the winter period. The Chair will be meeting the church architect Quentin Alder and the contractor on Thursday 16th February to finalise the contract. This should mean that the work can commence on 20th March, weather permitting.

Favourable references have been received from NSC regarding the preferred contractor 'Safety Green', who supplied the lowest quote for the work. All of the cost of this work, along with the architect's fees will be paid from the Parish Council reserves, not from the income received from the precept in 2017/18.

The Chair confirmed that all of the architectural work in regards to this project needs to be approved by Mr Alder, and therefore it is the most cost effective option for him to carry out the work rather than contracting a separate architect and then having to pay two separate fees, one for the architect and one for Mr Alder to approve the work in regards to the project.

The Clerk was asked to enquire with Mr Alder what his fees are likely to be.

292.10 Finance

To approve items of expenditure

Chq	Payee	Details	Net	VAT
300451	Anthony Jay	Clerk's Salary	£690.88	
300452	Anthony Jay	Expenses: Home working £19.50; Phone £1.67; Stamps £15.36; Keyboard £8; Gloves and sacks £5.98; Printing ink £49.48; SLCC membership (1/3 rd) £75; Toilet rolls £11.99; Car park signs £37.40	£228.08	£18.80
300453	HMRC	PAYE and NI	£236.64	
300454	Faye Thomas	Toilet Cleaning January.	£100.00	
300455	Bin-It	Dog bin emptying	£68.98	£13.79
300456	B Robinson	Clock Honorarium	£50.00	
300457	Webglu	Hosting	£50.00	£10.00

300458	GB Sports	Playground inspection December	£15.00	£3.00
300459	SSE Contracting	Lighting maintenance	£15.65	£3.13
300460	GB Sports	Playground inspection January	£15.00	£3.00
300461	Staples	Printing ink	£11.87	£2.37
300462	Drinkwater Tree Services	Tree work	£110.00	
300463	D. Chinn	Landscape fabric and fastening hooks; limestone chippings.	£55.31	£12.17
300464	Faye Thomas	Repairs to door in public toilets	£25.00	
DD	BT	Phone and broadband	£43.60	£8.72

The Clerk reported that the repairs to the door in the public toilets were required because the door to the cleaners cupboard had expanded during the winter conditions and had stuck and would not open. Also that the phone and broadband fee related to the Coronation Hall, and it was understood that their management committee were considering taking over this contract. There is no 'tie in' contract period in relation to this.

292.11

To receive the following Open Spaces Committee reports:

(a) Allotments

There are now two full allotment plots available. A poster will be produced for the notice boards advertising them. The cost will be £15 per annum for each plot.

(b) Roads & Transport. There has been an advanced warning received from NSC that the District Councillor had requested that double yellow lines be painted around the junction of Bridge Road and the A370. The Parish Council's response to this suggestion will be an agenda item for next month's meeting, and details will be posted on the notice boards. If anyone emails the Clerk then they will be forwarded details of the proposals.

(c) Children's Playground

GB sports will be providing an estimate for the recommended work required at the play area shortly.

292.12

To receive the following brief holder's reports:

(1) Coronation Hall

The hall management committee are considering appointing a caretaker and are waiting for the Parish Council to decide upon the arrangements for the

appointment of a new village ranger prior to making any firm decisions as they consider that potentially the roles could be combined.

The new hall hire charges will come into effect in April.

The Parish Council were asked to grant consent for the removal of two parking spaces from the car park outside the halls. This was unanimously approved.

Plans are being formulated for the car park to become a 'one way' system. The Parish Council were told that they would have to pay for the costs involved in this.

Flooding has taken place in the new toilets. The cause is being investigated.

(2) Youth Club

Permission was unanimously granted to agree to the closure of the car park to allow the May Day fayre to take place. The Clerk was asked to request for a risk assessment to be provided.

292.13 The date of the next Parish Council Meeting

13th March 2017

292.14 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda item by reason of the confidential nature of the items of business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was unanimously resolved to exclude the press and public.

292.15 To receive the conclusions of the sub-committee set up to decide whether emails received from two Parishioners breach the Parish Council's Vexatious Correspondence and Complaints Policy

It was unanimously resolved to confirm the findings of the sub-committee that the Parish Council's Vexatious Correspondence and Complaints Policy had been breached by the two Parishioners, and that therefore the terms of the policy will be invoked. The Chair will write to the two Parishioners concerned informing them of this decision.