

# 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 6.45pm on Monday 22<sup>nd</sup> May 2017 when the following business was transacted.

Present: Councillors Claire Gutsell (Chairman for first agenda item), David Chinn, Richard Dobson (from agenda item 295.7 onwards) Steve Hartree (Chairman from agenda item 295.2 onwards), Mary Sheppard, Kathy Strong and the clerk Tony Jay.

**295.1 To elect a Chairman for the year 2017-18.**

**It was resolved** to elect Cllr Steve Hartree as Chairman (4 in favour, 1 abstention).

Cllr Claire Gutsell left the meeting.

**295.2 To receive a statutory declaration of office from the Chairman.**

Cllr Hartree signed the declaration of office, and thanked the Councillors for electing him. The Chairman said that a period of stability is needed, and the Parish Council should issue a vision statement. The Chairman emphasised that although members of the public are always welcome to attend Parish Council meetings, it must be remembered that these are not public meetings, but are meetings which are held in public.

**295.3 To elect a Vice Chairman for the year 2017-18.**

**It was resolved** to elect Cllr Mary Sheppard as Vice Chairman (4 in favour, 1 abstention).

**295.4 To receive a statutory declaration of office from the Vice Chairman.**

Cllr Sheppard signed the declaration of office.

**295.5 To receive any apologies for non-attendance.**

No apologies were received as every Councillor was present.

**295.6 To receive any declarations of interest in items on the agenda.**

No declarations were received.

**295.7 To consider the co-option of Richard Dobson to the Parish Council.**

**It was unanimously resolved** to co-opt Richard Dobson to the Parish Council.

**295.8 To consider whether the Parish Council wishes to amend Standing Orders to delete the requirement to appoint a Planning Committee and an Open Spaces Committee and that the business of these Committees be absorbed into the agenda of the full Council.**

**It was unanimously resolved** to disband the Planning Committee and the Open Spaces Committee until further notice.

The Chairman said that a site visit by at least two Parish Councillors should be made in regard to every planning application being considered.

**295.9 To elect the following committees (dependent upon the result of agenda item 295.8):**

- a) Planning – Not applicable (see 295.8)
- b) Open Spaces - Not applicable see (295.8)
- c) Finance and Personnel

**It was unanimously resolved to** appoint the Chairman, Vice Chairman and Cllr Dobson to the finance and personnel committee.

**295.10 To elect the sub-committee formed to deal with matters arising under the Vexatious Correspondence and Complaints Policy.**

**It was unanimously resolved** to appoint Cllrs Chinn, Dobson and Ms Strong to this sub-committee.

**295.11 To agree representatives on the following village organisations:**

- a) Coronation Hall

The Chairman will be the representative

- b) Youth Club

Cllr Chinn will be the representative.

- c) ALCA

The Chairman will be the representative

- 295.12 To confirm the appointment of Maria Bird as Parish Clerk.**  
**It was unanimously resolved** to confirm the appointment.  
The Chairman extended a very warm welcome to the new Clerk.
- 295.13 To confirm the appointment of Alistair Gill as Village Ranger and guardian of the defibrillator.**  
**It was unanimously resolved** to confirm the appointment.  
The Chairman extended a very warm welcome to the new Village Ranger.
- 295.14 To note the resignations of Cllrs Clarke, Edwards, Gibbon and Gutsell from the Parish Council.**  
The resignations were noted. The Chairman thanked the retiring Councillors for their contributions to the Parish Council.
- 295.15 To approve the minutes of the Annual Parish Council meeting held on 9<sup>th</sup> May 2016.**  
**It was resolved** to approve the minutes (2 in favour, 3 abstentions)
- 295.16 To approve the minutes of the Parish Council meeting held on 10<sup>th</sup> April 2017.**  
**It was resolved** to approve the minutes (4 in favour, 1 abstention)
- 295.17 To invite public participation.**  
The rhyne which runs from the Post Office to Bridge Garage needs cleaning as it contains a lot of debris. The Clerk will report this to the drainage board.  
The footpath on Purn Hill is badly overgrown. This is part of the Mendip Way. The Clerk will ask the Village Ranger to clear the footpath.
- 295.18 To receive the Clerk's report.**  
The next liaison meeting with Marshalls will be taking place at 10am on Wednesday 7<sup>th</sup> June 2017.
- 295.19 Exchange of information between Councillors.**  
Complaints have been received that bright lights shine throughout the night at Marshalls, causing some residents difficulty in sleeping. Marshalls will be asked to turn the lights off during the night.

There is an overgrown hedge in Birch Avenue which is taking up three quarters of the pavement. The Clerk will write to the owners of the property.

Volunteers are required to use the speed detection equipment.

A net profit of around £4,500 was made at the May Day Fayre, which is an excellent achievement.

The Clerk was asked to write to the May Day Fayre committee expressing the Parish Council's concerns that the parking around the Queens Arms and in Rectory Lane during the event was 'horrendous'. The refuse lorry could not get down Rectory Lane. A large amount of rubbish was left in the car park after the event. The Parish Council requests that the May Day Fayre committee liaises with the Parish Council in regard to these matters prior to next year's event.

A noisy party has recently taken place within the Parish, with loud music being played until around 3am. This was reported to the Police at the time. Parishioners who hold private parties are asked to be considerate to other residents, and not to play loud music late at night.

Quotes have been received from Somerset Windows for the partial replacement of the notice boards. Some of the boards are in a dilapidated state. The Finance and Personnel Committee will need to consider the replacement of the notice boards when considering the budget for 2018/19.

**295.20 To approve the Annual Governance Statement for the year ending 31<sup>st</sup> March 2017 (s.1 of the Annual Return 2016/17).**

**It was unanimously resolved** to approve the Annual Governance Statement.

**295.21 To approve the Annual Accounting Statements for the year ending 31<sup>st</sup> March 2017 (s.2 of the Annual Return 2016/17).**

**It was unanimously resolved** to approve the Annual Accounting Statements.

**295.22 To review the Parish Council's Vexatious Correspondence and Complaints Policy.**

The newly formed Vexatious Correspondence and Complaints sub-committee will review the policy and report back to the next meeting.

**295.23 To confirm the following changes to the Parish Council's Unity Trust current and deposit accounts:**

- a) The removal of Iris Clarke, Peter Gibbon and Claire Gutsell as signatories
- b) The addition of Cllrs David Chinn, Richard Dobson, Steve Hartree and Kathy Strong as signatories
- c) The changing of the key contact from Anthony Jay to Maria Bird

**It was unanimously resolved** to approve these amendments.

It was agreed to keep the Nationwide Building Society deposit account open at the present time. This will be an agenda item at a future meeting.

**295.24 To consider the appointment of the annual playground inspector.**

**It was unanimously resolved** to appoint GB Sports of Weston super Mare to carry out the annual playground inspection.

**295.25 To consider the renewal options for the Parish Council's annual insurance commencing June 2017.**

**It was unanimously resolved** to take up the Inspire insurance policy for a three year period.

**295.26 To review the arrangements for the review of the Parish Council's policies.**

It was decided to review all policies in July 2017, apart from the Vexatious Correspondence and Complaints Policy which will be reviewed in June 2017. The Clerk was asked to print copies of all policies for the Chairman, Vice Chairman and Cllr Dobson.

**295.27 To consider the following planning application:**

17/P/1046/F. Dairy Barn, South Hill Farm, Bridgwater Road, Bleadon, Weston-super-Mare, BS24 0BD. Proposed conversion of redundant agricultural building to create 1no. new dwelling with the installation of treatment plant replacing septic tank. Erection of a single storey sun lounge extension to the south and car port to the east elevation. Re-roofing and installation of 3no rooflights to the west facing roof

**It was unanimously resolved** not to object to this application.

**295.28 Finance.**

To approve items of expenditure

Chq	Payee	Details	Net	VAT
300491	Richard Young	Internal Audit	£50.00	
300492	Bin-It	Dog Bin Emptying	£70.54	£14.11
300493	Claire Gutsell	Print Cartridges and Paper	£38.73	£7.75
300494	NSC	Non Domestic Rates – Public Toilets	£433.38	
300495	Anthony Jay	Expenses: Home working £17.33; Phone £1.67; Stamps £16.53; Barrels and Compost £238.66; Toilet Expenses £101.33; Stationery £19.45; Refreshments for APM £20.80; Mileage £9.00; Printer Cartridges £41.98	£437.23	£29.72
300496	SLCC	Arnold Baker book	£78.40	
300648	Anthony Jay	Clerk's Salary	£697.58	
300649	HMRC	PAYE and NI	£240.02	
300650	Faye Thomas	Toilet Cleaning April	£150.00	
300497	GB Sports	Playground inspection April	£15.00	£3.00
DD	BT	Phone and broadband – Final bill	£28.83	£5.76

**It was unanimously resolved** to approve the payment of the listed invoices.

**295.29 To consider the purchase of a new cover for the defibrillator at a cost of £100 plus VAT.**

**It was unanimously resolved** to purchase the new cover.

The Clerk stated that there could be a delivery charge.

**295.30 To consider the purchase of a new litter bin for the children's play area.**

Cllrs Chinn and Ms Strong suggested some possible designs for litter bins which are available in the shape of animals.

The current litter bin is probably a health risk due to the stagnant water in the bin.

It was decided that Cllr Ms Strong will make further enquiries regarding the anchorage of these bins and the size of the openings and report back to the next meeting. Cllr Strong will also make enquiries into the cost of a traditionally styled bin.

**295.31 To consider relocating the container containing the Village Ranger and BROW equipment.**

The owner of the land where the container is situated would like it to be moved to a new location. He has offered to move the container to a new location within the Parish without charge.

**It was unanimously resolved** to ask the Clerk to write to the Coronation Hall management committee to ask for their views regarding the relocation of the container to the hall site.

**295.32 To discuss the locations of the newly purchased planters in the Parish, and the arrangements for the planting of the flowers donated by NSC.**

Cllr Strong was thanked for all her hard work in the researching of the planters which have been purchased, and the survey of the existing planters. Seven planters were found to be rotten or falling apart.

The Community payback team has been busy installing the new planters. A surplus planter has been sited near to the bus shelter in Bleadon Road.

The wooden slats in one of the planters next to the toilet have rotted and need replacing. Also, the seating around the tree outside the toilets has splintered and the decking boards need replacing. The Village Ranger will be asked to look at these issues.

The plants can be collected between 6<sup>th</sup> and 9<sup>th</sup> June. Volunteers will be required to collect the plants. A number of Parishioners would like to be involved in the planting.

A resident has volunteered to store the plants temporarily prior to planting. Cllr Chinn will co-ordinate the collection and planting arrangements.

The date for the plant up was sent for Tuesday 13<sup>th</sup> June meeting at the hall at 6.30pm. Cllr Chinn will arrange for posters to be displayed asking for volunteers.

The Chairman suggested that residents should be asked to adopt a planter, which they could maintain whilst the Parish Council supplies the plants.

**295.33 To receive the following Open Spaces Committee reports:**

(a) Allotments

All allotments have now been taken, although one plot has not been worked on yet. Two of the new allotment holders have yet to return their tenancy agreement or payment.

(b) Churchyard

Snagging work is taking place on the recently rebuilt wall.

(c) Footpaths & Bridleways

A stile is breaking down at the bottom of Roman Road opposite Hillside Road, approximately 70 yards from the junction with Bleadon Hill. The Clerk will report this to NSC.

(d) Roads & Transport

The missing reflector signs in Shiplate Road have been reported to NSC.

There has been some poor parking in the vicinity of the Queens Arms recently. The Police have been involved.

(e) Newsletter

An edition should be produced in the Summer.

**295.34 To receive the following brief holder's reports:**

(1) Coronation Hall

The Chairman gave a report from the last Hall Management Committee meeting.

(2) Chairman

The Chairman recommended that Parish Council meetings should commence at 7pm, not 7.30pm in the future, commencing with the July 2017 meeting.

**295.35 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda items 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.

**295.36 To consider the arrangements for the appointment of the new Parish Clerk.**

**It was unanimously resolved** to consult with the Hall Management Committee asking for a post box to be installed at the Hall for the Parish Council post. Consequently, the postal address of the Parish Council will be the Coronation Hall when the new Clerk takes up her position.

The box would be installed by a professional tradesman.

**295.37 To consider a response to the letter received from NSC regarding the**



**maintenance responsibilities for the closed churchyard.**

**It was unanimously resolved** to accept the offer of £600 compensation made by North Somerset Council.

The Clerk will write to North Somerset Council.

**295.38**

**To consider the grass cutting contract for the years 2017 – 2020.**

**It was unanimously resolved** to continue with the present contractor for the remainder of 2017. The contract for the grass cutting from 2018 to 2021 will be put out for tender later in the year.

The meeting closed at 9.07pm.