

BLEADON PARISH COUNCIL

www.bleadonparishcouncil.co.uk



Clerk to the Parish Council

Marian Barber

Coronation Hall, Coronation Road, Bleadon BS24 0PG

Tel: 07453 358318

Email: parishclerk@bleadonparishcouncil.co.uk

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 extended by Local Government Act 1972 Section 100 unless precluded 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 agenda item given over specifically for that purpose. The Parish Council welcomes and encourages public participation during the relevant part of the meeting. In order for the Parish Council to provide a full response where appropriate members of the public may only speak if prior notification has been given to the Clerk by **noon** on the Friday prior. However the Chairman has discretion to allow members of the public to speak without prior notification, if felt appropriate. **Members of the public may speak for a maximum of three minutes each to allow time for each matter to be highlighted to councillors.**

8th May 2018

To: To all members of Bleadon Parish Council

Councillors:

You are summoned to the **Annual Meeting** of **Bleadon Parish Council** to be held in **Bleadon Coronation Hall** on **Monday 14th May 2018** commencing at **7.00 pm** when the following business will be transacted.

Marian Barber

Marian Barber, Clerk to the Parish Council

AGENDA FOR 14TH MAY

- 309.1 To Elect a Chairman for the year 2017-18**
Statutory declaration of office to be signed by the Chairman
- 309.2 To Elect a vice-Chairman for the year 2017-18**
Statutory declaration of office to be signed by the vice-Chairman
- 309.3 To Receive any apologies for non-attendance**
- 309.4 To Receive any declarations of interest in items on this agenda**
- 309.5 To Consider Applications for Co-option to the Parish Council**
- 309.6 To Elect members and chairmen for the following Committees:**
a) Planning
b) Finance and Personnel
c) Vexatious Correspondence and Complaints
- 309.7 To Agree representatives on the following village organisations:**
a) Youth Club
b) Marshalls Liaison Group
c) ALCA
- 309.8 To Agree Councillor responsible for:**
a) Allotments
b) Churchyard
c) Footpaths & Bridleways
d) Roads & Transport
e) Children's Playground
f) Newsletter
g) Website
h) Neighbourhood Watch & Community Safety
i) Bleadon in Bloom
- 309.9 To Approve the Minutes of the Annual Parish Meeting held on 9th April 2018**
- 309.10 To Approve the minutes of the Extraordinary Parish Council meeting held on Friday 4th May 2018.**
- 309.11 To Confirm the schedule of ordinary meetings of the full council until May 2019**
The full council is scheduled to meet at in the Coronation Hall at 7pm on the second Monday of each month except August (no meeting). The meeting in April will be the Annual Parish Meeting.
- 309.12 To Invite public participation – *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 during the meeting. (Please note that the Council is unable to make any formal decisions under this item). This section of the meeting will take no longer than 30 minutes.***
i) Members of the public ii) District Councillor iii) Police
- 309.13 To Approve the Setting Up of Internet Banking with Unity Trust Bank**
Internet banking will reduce the time and cost of some aspects of the Parish Council's administration. Clerk will be able to view the accounts and submit invoices for payment. Councillors will be able to view the accounts and authorise payments (two to authorise every payment). No-one will have authority to submit AND pay. These are standard precautions to reduce the likelihood of fraud.

309.14 To Approve Signatories for Unity Trust Bank Accounts
Two signatures are required on all cheques. Currently there are only two signatories. It is recommended that a minimum of two additional signatories be approved.

309.15 To Note that Insurance Cover is in year two of a three-year agreement.
The Parish Council entered into a three-year agreement from July 2017 to June 2020 with Came and Company, renewed annually. Annual expiry is 12th June 2018 and the renewal premium is £2,346.05 (listed in Expenditure at 309.18).

309.16 To Consider the following Planning Applications:
None received prior to publishing the Agenda.

309.17 To Consider a contribution to improvements to Footpath AX6/12/30 – South Hill
A resident reported that this footpath had been extremely wet over the winter. NSC suggested that stone to be placed along approximately 30 metres. NSC estimated the cost at £350 and asked if the Parish Council would contribute 50%. Options include:
1 – agree to fund;
2 – prepare a schedule of the footpaths in the parish and rank their ‘importance’ to residents in order to agree best use of Parish funds.

309.18 To Approve Items of Expenditure and Income.

Paid after last meeting:

Chq	Payee	Details	Net £	VAT £
300791	Sole Trader	Public Toilets cleaning April	225.00	
		Store cupboard key cut	5.00	

Expenditure

Chq	Payee	Details	Net £	VAT £
DD	Vodafone	Mobile phone 27 April	17.07	3.41
DD	NEST	Clerk’s pension	42.57	
	HMRC	PAYE/NI	340.29	
	Came & Co	Parish Council Insurance	2346.05	
	Clerk	Salary May	718.88	0
	Ranger	Salary May	312.00	0
	Bin-it	Dog bin emptying	70.54	14.11
	Unity Trust Bank	Service Charge April	11.70	

Income

Pay in slip	Ch/cash/BA CS	Details	Amount £
	BACS	NSC Council Tax Support Grant	457.21
	BACS	NSC Village Orderly (Ranger) Grant	161.09

309.19 To Consider a contribution towards the pedestrian improvements at A370 / Bridge Road junction.
A scheme has been prepared by NSC costing just under £22,000. It is not programmed for this financial year and it is not in the NSC budget. It would be possible to include it later on in this financial year if fully funded from non-NSC budgets. Otherwise it will be put on the programming list for 2019/2020.

309.20 To Consider the Quote for a Churchyard Tree Survey.
The Clerk has had sight of professional and appropriate reports and plans produced by the contractor and is confident that satisfactory documents will be provided. Further

research has shown that the quoted price is not exceptional. Recommend accepting the quote of £220.00 plus VAT from Drinkwater Tree Services (previously reported at Minute 306.9).

309.21 Motion: To Amend a paragraph in the Grant Request Policy.

The Policy currently reads "*Applications: Applications for grants should be in writing on the prescribed application form and should be submitted to the Clerk via email to parishclerk@bleadonparishcouncil.co.uk.*

Applicants are welcome to attend the meeting at which the application is to be considered and at the Chairman's discretion may address the council to give background and further information for a maximum time period of 3 minutes."

The Motion is to amend the second paragraph to read: "**The Parish Council requires that any individual or group requesting funding from the Parish Council should if possible be represented at the meeting where their application is to be considered in order to give background and information at the request of the Chairman.**"

309.22 To Receive the following Reports:

- (a) Allotments
- (b) Churchyard
- (c) Footpaths & Bridleways
- (d) Roads & Transport
- (e) Marshalls Liaison Meeting
- (f) Children's Playground
- (g) Newsletter
- (h) Website
- (i) Neighbourhood Watch & Community Safety

309.23 To Receive the following Brief Holder's Reports:

- 1) Coronation Hall
- 2) Youth Club
- 3) ALCA
- 4) Chairman

309.24 To Receive the Clerk's report.

309.25 To Confirm the date of the next Parish Council Meeting.

The next meeting will be on Monday 11th June 2018 at 7pm in the Coronation Hall.

305.26 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 item of business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

309.27 To Consider quotes for the new pedestrian pathway from Coronation Road to the Hall entrance.

This will provide safer access when the one-way working is implemented in the Hall car park. Three quotes have been received by the Coronation Hall Management Committee and the Parish Council have agreed to pay 50% (minute 306.13 refers) subject to scrutiny of the quotes.