

BLEADON PARISH COUNCIL

www.bleadonparishcouncil.co.uk



Marian Barber, Clerk to the Parish Council, Coronation Hall, Coronation Road, Bleadon BS24 0PG
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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. There is no entitlement to speak on any matter except at the agenda item given over specifically for that purpose. In order for the Parish Council to provide a full response where appropriate a Member of the Public may only speak if prior notification has been given to the Clerk by **noon on Friday, 7 September 2018**. However, the Chairman has discretion to allow Members of the Public to speak without prior notification.

4th September 2018 To all members of Bleadon Parish Council

You are summoned to a **Meeting of Bleadon Parish Council** to be held in the **Coronation Hall** on **Monday 10th September 2018** commencing at **7.00 pm** when the following business will be transacted.

Marian Barber Clerk to the Parish Council

AGENDA

- 313.1 To receive any apologies for non-attendance.**
- 313.2 To receive any declarations of interest in items on this agenda.**
- 313.3 To invite public participation – *This is the only time members of the public may participate during the meeting. 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 (15mins). ii) District Councillor (10 mins). iii) Police (5mins).
- 313.4 Exchange of Information between Councillors**
Items not covered on the agenda. No formal decisions under this item.
- 313.5 To Approve the Minutes of the Extraordinary Parish Council meeting held on 13th August 2018.**
- 313.6 To Consider new Planning Applications**
18/P/4105/FUL - South Hill Farm, Bridgwater Road BS24 0BD. Proposed storage barn - Livestock housing, feed store and machinery store. Access off Purn Lane, Bleadon Hill. The Parish Council objected to this when it was submitted previously. This is a new application and the residents of Purn Road and Purn Lane have been notified this time.
- 313.7 To Note planning decisions.**
18/P/3485/FUL Mendip Way Farm, Canada Combe. APPROVED
Conversion of adjoining outbuilding to annex residential accommodation
18/P/3165/FUL Mendip Model Racing Club – APPROVED.
The application was amended and re-submitted without the garages.
- 313.8 To Receive the Neighbourhood Planning Group update and Consider any recommendations.**
- 313.9 To Consider future editions of Bleadon News.**
The Bleadon News has been delivered to every household in the village for some years. The Editor has now resigned and handed the various files and information to the Clerk. Options include seeking a new editor/team; changing format; ceasing production.

313.10 To Approve Information Governance Advice and Guidance Service Agreement with North Somerset Council

It has been confirmed that Parish Councils do not need to have a nominated data protection officer. However, it is crucial that BPC has timely access to professional advice and guidance. NSC will provide this service at a cost of £330.00 plus VAT for the year to 30 April 2019. BPC has already benefited from their advice regarding a Freedom of Information request. Recommend approval.

313.11 To Note the Bank Reconciliation to 31 August 2018

Current = £4,630.02 (uncashed cheques £260.44). Reserve = £64,065.82. Total = £68,695.84.

313.12 To Approve the Internet Banking Policy

Internet banking is more efficient than cheque or cash and the authorisation safeguards make it equally secure. The Policy proposes a minimum of four Signatories – currently five Councillors are Signatories. Clerk has ‘view and submit’ authority and may transfer sums between accounts held at the same bank; Signatories have ‘view and authorise’ authority, and two Signatories are required to set up or authorise any transaction.

313.13 To Approve Expenditure

Chq	Payee	Details	Net £	VAT £
online	Clerk	Expenses August Home working	17.33	0
“		Mileage 48 miles	21.60	0
“	PC World	Laptop, Office 365 and McAfee security	416.67	83.33
“	Post Office	Postage 12 x 1 st , 12 x 2 nd	15.00	0
“	Weston-super-Frames	PROW Map framing	63.75	12.75
Chq	Contractor	Public Toilet cleaning August 2018	225.00	0
online	GB Sport	Annual ROSPA play equipment inspection	66.00	13.20
online	GB Sport	Monthly play area inspection	15.00	3.00
online	Webglu	Q3 website hosting	70.00	14.00
Chq	Bleadon Parish Church Council	Hire of Church Room for Neighbourhood Watch/Community Safety meeting	9.00	0
Chq	Cllr Sheppard	Strimming vacant Allotments Lower 7 & 8	40.00	
DD	Vodafone	Mobile phone Aug 2018	14.68	2.93
DD	SSE	Public toilets electric	40.33	2.01
	NSC	Information Governance contract	333.00	66.00

313.14 To Approve future regular payments

Online	GB Sport	Monthly operational inspection – play area	15.00	3.00
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Payment will be made on presentation of the monthly inspection report and invoice starting with September’s inspection.

Online	WebGlu	Quarterly website hosting, backups, support	70.00	14.00
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Payment will be made on presentation of the quarterly invoice starting with January 2019.

Cheque	Bin-it	Monthly dog waste bin emptying	70.53	14.11
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Payment will be made on presentation of the monthly invoice starting with August 2018.

313.15 To Note regular payments made and income received

Regular payments

Online	Clerk	Clerk salary	730.95	
Online	HMRC	PAYE&NI	262.29	

Online	NEST	pension	20.44
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Income

Pay in slip	Ch/cash/BACS	Details	Amount £	Invoice
000065	Chq	Allotment Upper 8 lower half	8.50	18009
	BACS	Allotment Upper 4 upper half	8.50	18001
000066	Chq	Allotment Upper 4 lower half	8.50	18017
000066	Chq	Allotment Lower 2&3 upper halves	17.00	18012
000066	Chq	Allotment Upper 5 lower half	8.50	18005

Note that Unity Bank has raised the interest rate on the Reserve Account to 0.40%.

313.16 To Review the comments from the public meeting of 13th August and to Consider next steps.

At the public meeting on 13th August it was apparent that attendees thought the Pedestrian island and a speed reduction to 40mph, whilst helpful, was not a sufficient solution to the traffic problems. Many of the written comments submitted suggested that the whole length from the River Axe to the Accommodation Road junction should be made safer.

313.17 To Consider securing a professional Desktop Road Survey Solution for the A370 through Bleadon.

There are companies that undertake this sort of work and initial enquiries suggest the cost would be in the region of £2500 + VAT. Options include funding from Parish Council reserves and/or seeking contributions from local businesses.

Special reserve £21,000.00 – restricted to improvements for the village
General reserve £25,000.00

313.18 To Consider items regarding remembering World War 1.

A wreath can be ordered from the Royal British Legion. Their suggested donation is £50 for a Civic Wreath.

There is also an option to buy items from a new charity, Remembered, who trade under the name 'There but not there'. Website details circulated to councillors prior to the meeting.

313.19 To Approve the Environmental Policy

Circulated to Councillors prior to the meeting.

313.20 To Approve the Quote Request for Village Ranger contractor.

Circulated to Councillors prior to the meeting.

313.21 To Consider part-year fees for Allotments

A tenant has given notice to end of December 2018 due to relocation.

Motion 1 = adopt the following statements to be included in an Allotments Policy:

a) An existing tenant giving notice by the end of August of their intention to vacate an allotment at any time within the first quarter of the new allotment year will be charged a set fee, being slightly more than one quarter of the annual rent.

b) Full year rent will be payable by 29th September in all other circumstances.

Motion 2 = charge £5 for the quarter to 31 December 2018.

313.22 To Consider a Grant Application

A Contactus event is planned to welcome new residents and £100 has been requested to cover the cost of advertising, hiring the Hall, providing refreshments and printing a booklet of useful contacts and information.

313.23 To Receive the Following Reports:

- a) Allotments
- b) Churchyard
- c) Footpaths & Bridleways

- d) Roads & Transport and Marshalls Liaison
- e) Children's Playground
- f) Bleadon Village News
- g) Website
- h) Neighbourhood Watch & Community Safety
- i) Bleadon Floral

313.24 To Receive the Following Brief Holder's Reports:

- a) Coronation Hall
- b) Youth Club
- c) ALCA
- d) Chairman

313.25 To Receive the Clerk's report.

Actions Completed: - framed the copy of the PROW map; comments on planning applications submitted; all invoices for the next allotment year have been sent, also letters to two tenants regarding the state of their allotments; BT phone box due for removal by 31st March 2019.

Grey box next to phone box is a redundant drop-box for Royal Mail – seeking removal.

Laptop – new laptop purchased and working well. Old one to be returned to NSC in due course as it is their asset.

Information Commissioners Office – councillors using computer to hold and use public's personal data (incl email addresses) should be registered with ICO; review underway.

Councillor email addresses: these have been set up and training will be arranged.

Toilets – Plan to install metal toilet roll holders to combat theft.

Fly-tipping – one incident at Roman Road reported and cleared.

Interim Ranger – the agreed duties have been undertaken well and promptly.

Noticeboards: Seeking specifications and quotes for new noticeboards.

Churchyard Tree works: seeking quote for necessary works to be done in Autumn.

One Way Working in Car Park: installed, NSC would like feedback from BPC.

HGV Weight limit sign Bleadon Rd/A370: target date for replacement = 10th September.

Hinkley Point Community Fund – this is for communities in Somerset only; EDF is bound by the terms of the S106 agreement.

313.26 To Agree the date of the next Parish Council Meeting.

The next meeting will be on Monday 8th October 2018 at 7pm in the Coronation Hall.

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

313.28 To Discuss the Youth Club lease and Title to Property

The Youth Club Trustees have given six months' notice of their wish to continue the lease (renewal date 24th November 2018) but would like to update it..