

# BLEADON PARISH COUNCIL

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**DRAFT** Minutes of a Meeting of Bleadon Parish Council held in the Coronation Hall at 7pm on Monday 12<sup>th</sup> November 2018.

**Present:** Councillors Jim Baines (Chairman), Mary Sheppard (vice-Chairman), Anne Selway, Jo Richardson, Gill Williams, Andy Scarisbrick, Kirsten Hemingway, Steve Hartree. Clerk: Marian Barber. 14 members of the public.

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

Apologies received from Cllr Blezard (personal), Cllr Porter (personal), PCSO Aisha Mitchell (off duty).

**315.2 To receive any declarations of interest in items on this agenda.**

None declared.

**315.3 To invite public participation.**

i) A member of the public suggested that thanks should go to the resident who prepared crosses and poppies on Celtic Way; the young resident who provided pink bales of hay for which donations are made to a Breast Cancer charity; and a young resident who had produced a moving summary of Remembrance.

She also requested that the bus shelter at the top of Celtic Way that was destroyed in 2014 be replaced.

She also stated that certain F&P minutes had not been approved at subsequent meetings and were therefore invalid. The Chairman asked for dates to be provided to the Clerk.

A member of the public asked why the precept is going up more than the rate of inflation; why the reserves this year have been stated as £57k, £60k and now £83k; and what new services are being provided to justify the increase in precept.

The Planning Agents for the development of 200 homes off Bleadon Road reported that the appeal against planning refusal had started. They understood that the Parish Council had maintained objections to the application but was keen to work with the Parish Council without prejudice. They had done a detailed analysis of extra traffic movements but NSC does not agree with the numbers. Options might include closing existing junctions onto the A370 and creating a new one in the middle of the housing development. Also safer access to the bus stops. They want to discuss their ideas with residents and Parish Council. Any discussion would not counteract the Parish Council's original objection but would prepare options in the event that the development succeeds at appeal.

A member of the public stated that cars were still exiting the car park via the entry and suggested that 'no exit' signs need to be placed on the car park side of the wall to prevent this. It was suggested that the direction arrows on the ground were not visible in the dark.

ii) No report.

iii) Police Beat report showed 17 calls from Bleadon with four crimes reported – 1 attempted theft from vehicle, 2 dwelling burglary and 1 fraud. The burglaries appeared to be committed by youths knocking on doors to determine occupancy.

**315.4 Exchange of Information between Councillors**

The Chairman read out an email of resignation from Cllr Blezard. Thanks were recorded

for Cllr Blezard's contribution to the council and the village during his time as councillor. Chairman will write letter of thanks.

**315.5 To Approve the Minutes of the Parish Council meeting held on 8<sup>th</sup> October 2018. APPROVED.**

**315.6 To Consider a Grant Application and Request for Car Park closure.**

Bleadon Open Gardens group aims to hold an open day on 9th June 2019.

*Standing Orders were suspended to allow questions to be asked of the applicant.*

*Standing Orders resumed for decision.*

The Council welcomed the initiative that has the aim of bringing the village together to celebrate residents' gardens and raise money for three good causes at the same time. It was noted that the village held an open gardens scheme some years ago that raised quite a bit of money. The Council wished the applicant every success.

The Council **APPROVED** a grant of up to £140 for room hire and refreshments.

The council **APPROVED** the closure of the part of the car park between the Jubilee Hall and the Youth Centre.

**315.7 To Consider new Planning Applications**

**18/P/4539/FUL** - Sewage Works, Wayacre Drove. A site visit had not taken place. One will be arranged and the response decided at the December meeting. Clerk to check that a response on 11<sup>th</sup> December will be accepted.

**315.8 To Note Planning Decisions.**

The following were noted:

18/P/4218/FUH – 6 Coronation Road - APPROVED.

18/P/3347/FUH – Purn Farm – garages – APPROVED.

**315.9 To Note Planning Applications/Appeals not yet decided.**

The following were noted:

**17/P/5624/LDE** – Land at rear of Purn Farm – certificate of lawfulness for two static caravans.

**18/P/4105/FUL** – Land South of Purn Road – storage barn.

**18/00028/AT02** – Appeal – Edgehill, Celtic Way (application 17/P/1484/F).

**315.10 To Receive the Neighbourhood Planning Group update and Consider any recommendations.**

The Group has been awarded a grant of £1,733 to be spent on specified activity including a dedicated website and a questionnaire to seek residents' views on what they value most about the village and what changes, if any, they hope to see.

It was **AGREED** that the Locality Grant contract should be signed.

The schedule of meetings was **NOTED**. (5 Dec, 2 Jan, 30 Jan, 27 Feb, 13 March)

**315.11 To Note the Bank Reconciliation to 30 September 2018**

Current = £2,997.28. Reserve = £83,122.97. Total = £86,120.25. **NOTED**.

In light of the public comment questioning Reserves the Clerk explained that the two accounts held with Unity Trust Bank are a current account and a reserve account. The reserve account receives interest. This is not the same as the Parish Council reserves which are monitored through the Scribe accounting package.

**315.12 To Agree Membership of the Open Spaces Committee**

It was **AGREED** that Councillors Scarisbrick, Selway and Hemingway would form the Committee. Chairman and vice-Chairman are *ex officio* members of all Committees.

**315.13 To Approve Expenditure**

Chq	Payee	Details	Net £	VAT £
BACS	Clerk	Expenses September	17.33	
"	"	Home working		
		Mileage –39 miles	17.55	

“	“	4 books x 6 first class stamps	16.08	
“	“	2 x £1.26 large letter stamps	2.52	
“	“	Stain for bench by churchyard wall (B&Q)	12.50	2.50
Chq	Contractor	Interim Ranger to 31 October (20 hours)	320.00	
Chq	Contractor	Public Toilet cleaning Oct 2018	225.00	
BACS	Strutt & Parker	Allotment rent to 29 Sept 2018	72.50	
DD	Vodafone	Mobile phone Oct 2018	14.68	2.93
BACS	EDF energy	Unmetered streetlights Q2	116.22	5.81

**APPROVED.**

**315.13.i MOTION:** In accordance with Standing Orders 10: 1a ix (to authorise the payment of monies up to £500). The company responsible for emptying the dog bins on a weekly basis appears to have gone out of business. Proposal is to add one hour to the Contract Ranger's weekly schedule to cover supplying the bin bags and emptying the dog bins. Ranger cost from November 2018 to March 2019 will be £280 (20wks x £14). Bin It would have charged £352.65 plus VAT for the same period (5mths x £70.53).

**PROPOSED – Cllr Sheppard. SECONDED – Cllr Williams. CARRIED.**

**315.14 To Note regular payments made and income received**

**Regular payments**

BACS	Clerk	Clerk salary October	730.95	
BACS	HMRC	PAYE&NI October	262.29	
DD	NEST	Pension October	20.44	
BACS	GB Sport	October play area inspection	15.00	3.00

**NOTED.**

**Income**

Pay in slip	Ch/cash/BACS	Details	Amount £	Invoice
000069	Chq	Allotment Upper 2 lower & Upper 3 upper	17.00	18002
000069	Chq	Allotment Lower 5	17.00	18018
000069	Chq	BVN Advertiser	32.50	18021
000070	Chq	BVN Advertiser	45.00	18024
000070	Chq	BVN Advertiser	35.00	18022
	BACS	Allotment Lower 9 lower	8.50	18019
	BACS	BVN Advertiser	125.00	18025

**NOTED.**

**315.15 To Confirm Renewal of Electricity Supply contract for Public Toilets**

The contract ends 30 November. The Clerk has renewed for two years in order to take advantage of the price offered. The increase (based on 300 units per year) is £11.84 pa.

**PROPOSED – Cllr Sheppard. SECONDED – Cllr Williams. CARRIED**

**315.16 To Confirm the Contract to remove the compost heap at the Allotments**

The successful quote was £750 and the work will start on 15<sup>th</sup> November, weather permitting. (314.18 approved virement for this purpose).

**PROPOSED – Cllr Hartree. SECONDED – Cllr Williams. CARRIED**

**315.17 To Note Budget/Actual/Forecast and to Approve Virements.**

Proper financial management includes in-year monitoring and adjustments. Review of the Budget/Actual has been done and a new year-end Forecast prepared. Increasing budget in one Cost Code and reducing budget in another has a nil effect on the overall spend.

**PROPOSED – Cllr Hartree. SECONDED – Cllr Richardson. CARRIED**

**315.18 To Consider recommendations from Finance and Personnel Committee.**

Cllr Hartree (Chairman of F&P Committee) thanked the Clerk for the speedy production

and circulation of the meeting minutes. The Committee recommended the following for approval by Full Council:

**F&P 54.6** Recommend the following expenditure from Reserves:

- Road Safety signs £1,650.
- Allotments garden improvements £1,130.
- Fire Doors in Coronation Hall (311.18 agreed 50% contribution) £1,635.
  
- Recommend that Bleadon in Bloom should be supported from Reserves subject to provision of a more detailed proposal for discussion at the 10th December council meeting.
  
- Recommend that no expenditure be made on dropped kerb realignment (one quote received, £1,100).

**F&P 54.7** Recommend the following revenue budgets for 2019/20:

*A - Open Spaces:*

- Allotments - £500
- Bleadon in Bloom - £200.

*B - Special Projects:*

- Play Area - £2,500
- Neighbourhood Plan - £2,500

**F&P 54.8** Recommend that the proposed budget and precept be approved  
Precept proposed = £45,344. This is an actual increase of £943, being 2.12% increase on last year.

The decision to not extend the dropped kerbs was questioned as the entrance was considered difficult by some drivers. The conclusion was that the responsibility for safe driving lay with the driver and it was not illegal to swing a little wide at that point.

It was explained that an increase in the Bleadon in Bloom revenue budget would increase the Precept. However, the Council could again decide to use reserves on the project next year.

It was **AGREED** to accept all recommendations of the Committee.

**PROPOSED – Cllr Hartree. SECONDED – Cllr Williams. CARRIED**

### **315.19 To Receive the Following Reports:**

- a) Allotments – Three whole and three half plots vacant. Hutton and Weston have waiting lists. Quote received to clear trees at entrance £120 + VAT; also need elm cleared on west side, probably £80. Fencing along the public footpath allotment boundary will be done soon. We had a very useful meeting with Allotment holders on 3<sup>rd</sup> November and they will be helping with clearing rubbish from the site into a skip.
- b) Churchyard – Yew tree done but question about dead branches.
- c) Footpaths & Bridleways – coordinators for each of these will manage volunteers and work with NSC to improve. Meeting on 14<sup>th</sup> November.
- d) Roads & Transport and Marshalls Liaison – Agreed to separate these items on future agendas.  
*Roads:* when the 30mph signs are cleaned the Speed Enforcement Unit will monitor speed throughout the village. HGV limit signs near Catherine's Inn – new roundels are installed but the posts are crooked. Also there should be additional ones along Bridge Road. Clerk to contact NSC. Ranger to check Grit bins ready for winter.  
*Marshalls:* Cllrs Baines, Scarisbrick and Richardson agreed to take over liaison from Cllr Blezard. Still questions over lorry movements, late noise and light nuisance.
- e) Children's Playground – this will be in the Neighbourhood Plan so not much will change this year. Users will be contacted to discuss options for new / more appropriate equipment and surfacing. Question – are the gates ever locked? Who is responsible if

there is an accident involving unsupervised children?

*Standing Orders suspended* – a member of the public thought there was a sign saying that children must be supervised. *Standing Orders resumed*. Clerk to investigate.

- f) Bleadon Village News – this is with the printer and will be distributed by volunteers by end of November. Cllr Hemingway agreed to continue as Editor as no-one else had come forward from the community. A discussion regarding who controlled the magazine ensued. It was suggested that the Council has the right to veto controversial items and to insist that Parish Council items were entered. However, previous editors did not pass a draft to the Council for approval and the Clerk simply invoiced advertisers on the advice of the Editor. A statement that contributors' comments were their own and not the Parish Council's would be included in future editions. It was agreed that BVN would be an item on the December agenda. It was agreed that the Volunteer distributors could deliver leaflets advertising non-commercial events in the village at the same time as the BVN.
- g) Website – some work on photographs yet to be completed but the specification and headings were now as recommended. Data and document population would be done by the Clerk as time allowed.
- h) Neighbourhood Watch & Community Safety – no report this month.
- i) Bleadon Floral – detailed proposal for reserve expenditure to December meeting.

It was suggested that items a), b), c), e) and i) be reported as a separate agenda item under Open Spaces in future.

### **315.20 To Receive the Following Brief Holder's Reports:**

- a) Coronation Hall - 18<sup>th</sup> October Hall Management Committee meeting:  
Noted new pedestrian access contractor appointed.  
New fire doors (now complete).  
One-way signage No Entry signs height adjusted.  
Deep Clean booked for the kitchen.  
Concern that a tripartite meeting had not yet been arranged (PC, YC, HMC)  
Current account £15,127, Hall Improvement account (complete refurb of kitchen) £17,006.  
September Market made £151 profit.  
Good number of bookings but some organisations were coming in early and leaving late to set up/take down. They should be paying for that time.  
New water heater in Kitchen.  
The Wifi provided by the neighbour is no longer available as he has moved.  
One rat seen in kitchen.
- b) Youth Club – meeting with PC on 19<sup>th</sup> November to draft Heads of Terms for the new lease. Last Thursday the club was unable to provide certain activities because the Wifi was no longer available – the Youth Club had not realised that they were benefiting from a generous neighbour,
- c) ALCA – no report
- d) Chairman – reminder that all dog waste can go in normal rubbish, including NSC street bins, as well as dedicated dog bins.

### **315.21 To Receive the Clerk's report.**

#### **Actions Completed:-**

Toilets – metal toilet roll holders purchased. Ranger will install.  
Fly-tipping – none reported this month.  
Contract Ranger – start 6<sup>th</sup> November, around 6hr pw, Tuesdays and Fridays.  
HGV Weight limit Bleadon Rd/A370: target date now first week of November.  
VAT return to 30 September.

#### **Actions Outstanding:-**

Councillor email addresses: training to be arranged  
Noticeboards: Seeking options for renovating/replacing noticeboards.  
No contact from NSC regarding Commercial Waste from April 2019.

Road closure order for May Fayre – requires proof of consultation with residents.  
No donation from Truespeed regarding banner on Play Area fencing.

### 315.22 Correspondence

1 Oct – letters out: ref unpaid Allotment tenancies.  
2 Oct – emails in: NSC review of polling stations. Invitation to Somerset Prepared community resilience. Sutherlands request to meet with the community.  
3 Oct – phone confirmation from Insurers that cover is in place for internet banking risk.  
Emails in: 'love in the country' TV series filming. PCSO meet the beat team. WSM Civic Evening invitation to Chairman.  
5 Oct – email out: response to Sutherlands. Letters in: requests for sheds on allotments. Strutt & Parker ref invoicing for allotments. Email in: Dogs Trust Rehoming Centre.  
7 Oct – letter in: SSE contract renewal, public toilets, due 1.12.18.  
8 Oct – emails in: Sutherlands want to meet the council. NSC ref 50mph limit. Drinkwater ref 12 November for churchyard tree works.  
13 Oct – letter out: Truespeed ref banner on fencing. Email in: Environment Agency re flood awareness.  
17 Oct – email out: Play Area Charity Annual Return completed.  
19 Oct – reports online to NSC ref: broken signs and excess vegetation on WMW; ladder stile slippery; broken kissing gate near South Hill Farm; street light obscured by tree.  
25 Oct – email out: to SSE confirming renewal.  
26 Oct – letter out: Marshalls ref lighting, lorries and liaison meeting.  
29 Oct – email in: regarding HGV signage now due first week of November.  
2 Nov – email in: confirming Neighbourhood Plan grant.  
Also a suggestion that the Village Green (between car park and public toilets) be included in Bleadon in Bloom as the planters and seats are unkempt.

### 315.23 To Consider Options for the year-round display of the Silhouette

Discussion included on a church pew, somewhere in the Hall, outside but high up, in a dedicated and back-lit casing (either outside or in). Cllr Scarisbrick to produce a costed proposal for the latter option.  
It was **AGREED** that it should reside in the church until a decision is made at the December meeting. Cllr Baines to liaise.

**At 9pm the Council was recommended to Resolve to continue the meeting beyond 9pm for a short time in order to finish the agenda items.**

**PROPOSED – Cllr Hartree. SECONDED – Cllr Williams. RESOLVED.**

### 315.24 To Consider a request to discuss highway improvements for the village in association with the refused planning application for 200 homes at Land off Bleadon Road, currently under appeal.

The Chairman confirmed that Cllr Sheppard declared an interest in this matter and was permitted to remain but would not speak during this item.  
Sutherland PLS (planning agent) has requested an opportunity to discuss the needs of the community in highways terms in order to strengthen their appeal against NSC's refusal of planning permission.

After discussion it was concluded that, rightly or wrongly, any formal engagement between the Planning Agent and the Parish Council would be viewed by residents as a reversal of the Parish Council's original objection. However, Sutherland PLS was of course at liberty to arrange any public meeting they wished.

It was **AGREED** to have no formal discussion with the Planning Agents.

**PROPOSED – Cllr Hartree. SECONDED – Cllr Baines. CARRIED**

### 315.25 To Agree the date of the next Parish Council Meeting.

The next meeting will be on Monday 10<sup>th</sup> December 2018 at 7pm in the Coronation Hall.

**315.26** The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda 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. **NOT RESOLVED.** The Chairman declared that there was no reason to exclude the public as the following item had already been discussed elsewhere on the agenda.

**315.27** **To Consider quotes for works to the car park access.**  
Existing entrance has five dropped kerbs but would need remodelling as only five are permitted by NSC. Three NSC approved contractors were contacted. One responded with a quote of £1,100. As minuted at 315.8 the F&P recommendation to spend on this was **NOT APPROVED.**

The meeting closed at 9.05pm

DRAFT