

# BLEADON PARISH COUNCIL

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Coronation Hall  
Coronation Road  
Bleadon BS24 0PG

**DRAFT** Minutes of the Extraordinary Parish Council meeting held in the Coronation Hall at 7pm on Tuesday 20<sup>th</sup> August 2019.

**Present:** Councillors Jim Baines (Chairman), Gill Williams, Mary Sheppard, Steve Hartree, Andy Scarisbrick, Jo Richardson, Dave Sharman. District Councillor Terry Porter. 10 members of the public. Clerk to 31 August: Marian Barber. Clerk from 1 September: Naomi Bibi.

**325.1 To Receive any apologies for non-attendance.**

Kirsten Hemingway (working away)

**325.2 To Receive any declarations of interest in items on this agenda.**

Cllr Sheppard = 325.29.

**325.3 To Invite public participation.**

i)1 Two residents of Bleadon Hill (within Weston-super-Mare), objected strongly to the pre-application discussion being held *in camera* and explained their dismay at the increased development (current and proposed) in the fields on the boundary between Bleadon and Weston. They explained that the Wentwood Drive (WSM) development should not have been allowed and that the developer was 'mining the Mendips' and had taken away vast amounts of stone. They did not want to see this happen again. The Clerk explained that the developer had offered a discussion in confidence (without specifying the location). If the council had refused to keep it confidential then the developer would not have revealed the location (which is the field to the east of the BT Exchange, Bleadon Hill). The meeting, attended by several parish councillors, took place on 16<sup>th</sup> August, after this agenda had been posted. However, the developer then confirmed that the council could discuss it in public at this meeting tonight. The Chairman had already decided to ask councillors to agree to the item 325.29 to be brought forward to 325.13 where other planning matters are discussed in public. As further comment was being made the Chairman decided to discuss the item further. He summarised the information given by, and to, the developer at the meeting. Bleadon Acting Together has already posted flyers about the proposed development and the Chairman suggested that residents closely affected should raise awareness themselves as well. It was pointed out that no application has come forward yet, although the developer suggested it would be submitted to NSC by the end of this month. As a statutory consultee, Bleadon Parish Council will be able to discuss it formally at that time, and its comments have slightly greater weight than those of an individual. BPC could facilitate a public meeting, and this may be discussed on 9<sup>th</sup> September. However, BPC is not the decision-maker in any planning application.

i)2 Another resident asked the Chairman whether he thought the meeting had been properly convened. She asked why the agenda did not have a separate signature as well as a printed name. Chairman considered the meeting to be properly convened.

i)3 Another resident read a statement questioning the whether the finances were in order and asking for greater transparency. She also questioned Neighbourhood Plan finances and processes. Cllr Hartree, as Chairman of Finance & Personnel Committee explained that the internal and external auditors review documents, procedures and accounts and have continued to declare everything to be in order.

ii) District Councillor Porter reported that the new council structure was established, with climate change, carparking and governance being key issues under discussion at present. He congratulated Bleadon in Bloom on the marvellous displays around the parish and the hard work that had made it possible. The awards ceremony is in Newquay in October – but we won't know if we have won anything until the day!

Regarding the development of 50 houses off Wentwood Drive (Bleadon Hill) he said that NSC had refused the application but lost on appeal. He advised that the most effective point to bring out was demonstrable harm – damage to landscape and character is very hard, and expensive, to mitigate, whereas highways and most environmental issues can be addressed quite readily. That being said, the Wentwood Drive development was clearly damaging to landscape, given the amount of Mendip stone that had been ground out and taken away from the site.

iii) Police: July report = 14 Calls Received (4 x Road Related; 1 x Suspicious Person/Vehicle; 2 x Concern for Welfare; 1 x Criminal Damage; 1 x Abandoned 999 call).

**325.4 Exchange of Information between Councillors**

A resident had mentioned that there was no soap in the gents public toilet and the hand drier appeared to be not working. Clerk will check.

Small metal gas 'bulbs' – these have been found in the car park and at the layby on Roman Road. Clerk has emailed the PCSO to ask whether CCTV information is of interest to them.

A question was raised regarding the temporary fencing outside Incas on Bleadon Road. Cllr Sheppard explained that it is her private land.

Cllr Williams explained that she would be asking the council on 9<sup>th</sup> September to agree a gratuity to the gentleman who had taken a number photos for use in the council's statement to the Planning Inquiry (200 homes, Bleadon Road). He does not live in the village and had come straight from work on two occasions at short notice, without charge. The photos will also be useful in the Neighbourhood Plan process.

It was noted that Cllr Williams, representing BPC, attended the Planning Inquiry (as did many other residents and councillors). However, the Inquiry was adjourned on 25<sup>th</sup> July to an unspecified date.

**325.5 To Approve the minutes of the meeting held on 8 July 2019.  
APPROVED.**

**325.6 To Confirm the appointment of the new Clerk / RFO and Approve terms.**  
To include: Starting date 1<sup>st</sup> September; starting salary scp21. Briefing sessions undertaken prior to 1<sup>st</sup> September to be paid at hourly rate once employment commences. Mileage to briefing sessions (but not time) paid at 45p per mile. Usual working days Tuesday, Wednesday, Thursday. Attendance at SLCC conference October 2019. Proposed Cllr Hartree. Seconded Cllr Baines. **CONFIRMED.**

**325.7 To Resolve that from 1<sup>st</sup> September 2019 the parish council is eligible to use the General Power of Competence under the Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012.**  
The requirements are that at least two thirds of the council are elected and that the clerk holds at least one of four qualifications. Seven of the current councillors were elected uncontested in May and the new clerk has the CiLCA qualification. Proposed Cllr Hartree. Seconded Cllr Williams. **RESOLVED.**

**325.8 To Confirm adding all councillors as signatories on the Unity Trust Bank accounts.**  
Currently only Cllrs Hartree, Baines and Sheppard are signatories. Proposed Cllr Hartree. Seconded Cllr Baines. **CONFIRMED.**

**325.9 To Confirm Andy Scarisbrick and Naomi Bibi as additional Named Operators for CCTV monitoring.  
CONFIRMED.**

**325.10 To Consider applications for Grant Aid.**  
Disability Info and Advice Line (DIAL) – entirely voluntary, 40<sup>TH</sup> Anniversary year. A donation of £100 was Proposed by Cllr Hartree and Seconded by Cllr Baines. **APPROVED**

- 325.11 To Consider Planning Applications on NSC weekly lists to 19 August.**  
 All had been visited by two or more councillors.  
**19/P/0835/OUT** Bleadon Quarry (Marshalls), Bridge Road. This is a re-submission and was supported by BPC last time. It is brownfield, within the settlement boundary, and fits with the Neighbourhood Plan requirements. **AGREED TO SUPPORT.**  
**19/P/1453/FUL** Mendip Way Farm, Canada Coombe. To convert one of the traditional block-built stables into Class A1/Class A2 accommodation. **AGREED TO SUPPORT.**  
**19/P/1625/FUL** Hillgate House Yard, Bridgwater Road. Council considered the proposal to be an improvement. **AGREED TO SUPPORT.**  
**19/P/1763/TPO17** Coronation Road. T1 - Copper Beech. - **AGREED TO SUPPORT.**
- 325.12 To Note applications /appeals decisions to 19 August.**  
**19/P/0176/FUL** Land Adjacent To The Lay-By – refused.  
**19/P/0540/LDE** Barn Conversion At Woodlands Farm, Shiplate Road – refused.  
**19/P/1092/FUH** 4 Bleadon Mill, extension – approved.  
**19/P/0900/FUH** 31 Bleadon Mill, extend garage roof – approved.  
**19/P/0004/FUH** Fern Court, Bleadon Hill, 2-storey extension – approved.  
**18/P/5070/FUL** land Adjacent Rivermead, Purn Way - approved.  
**NOTED.**
- 325.13 To Note applications / appeals not yet decided.**  
**18/P/5070/FUL** land Adjacent Rivermead, Purn Way  
**19/P/0427/FUL** Purn Holiday Park  
**19/P/0361/FUL** Land Off Accommodation Road Bleadon (electricity sub-station)  
**18/P/5118/OUT** Bristol Airport  
**19/P/0894/FUL** Woodlands Farm, Mearcombe Lane  
**19/P/1004/FUH** Hilltop House, Shiplate Rd  
**17/P/5545/OUT** 200 homes, off Bleadon Road (appeal Inquiry adjourned)  
**NOTED**
- 325.14 To Consider any legislation (new, amended, or potential) affecting the parish.**  
**DEFERRED**
- 325.15 To Consider VE Day Celebrations Friday, 8<sup>th</sup> May, 2020.**  
**DEFERRED**
- 325.16 To Receive the Neighbourhood Planning Group update and Consider any recommendations, including:**  
 Survey results document was very good. No further comments received. Hutton has decided to do similar for their results. £397 remains in the BPC allocation for NP expenditure this year.  
 The second grant application for £4,130, including payment of consultant Graham Quick for policy research work, has been submitted and approved by Locality / Groundwork. **RECOMMENDED** that Council agree to sign the contract; the terms are the same as applied to the first grant contract signed and completed last financial year.  
 Cllr Williams Proposed that BPC sign the contract. Seconded Cllr Baines. **APPROVED.**  
 Clerk to finalise online.
- 325.17 To Consider allocations from Reserves, including:**  
 £2,500 for costs relating to new clerk appointment. This includes pension considerations; SLCC conference attendance; a new printer (current one is faulty); a new phone (current one belongs to Marian); 11<sup>th</sup> edition of Arnold Baker Local Council Administration.  
 Proposed Cllr Hartree. Seconded Cllr Baines. **APPROVED**  
 It was noted that the council had approved the purchase of a new printer last financial year but this had not taken place as the old Village News printer was returned to the council for use.

Regarding renewed complaints about the dangerous entry to the car park, Clerk confirmed

she was waiting for further info from NSC as they may be considering amendments to their policy of only allowing 5 dropped kerbs. Report to come to next meeting.  
It was suggested that CCTV should be employed to 'have a word' with drivers who come into the car park via the exit.

**325.18 To Note the bank balances at 31 July 2019**

Deposit = £71,348.54. Current = £1,618.02

**NOTED**

**325.19 To Approve Expenditure**

Chq	Payee	Details	Net £	VAT £
BACS	Clerk	Expenses July Home working	17.33	0
BACS	Range	Document folders (£6.32)	5.27	1.05
BACS	Currys	Printer ink (b/w) (34.99)	29.16	5.83
BACS	Post Office	Large letter to Deloitte (survey)	1.97	
BACS	Range	2 reams A4 paper (£7.98)	6.65	1.33
BACS	Post Office	Clerk contract	1.06	
BACS	Currys	Printer ink (b/w and tri-colour) (£62.98)	52.48	10.50
BACS	Currys	MS Office+ Cloud (1-year subsc) (£59)	49.17	9.83
BACS	Clerk	Mileage July – 45 miles	20.25	
Chq	G Williams	Parking for Planning Inquiry	26.30	

**APPROVED.**

**325.20 To Note regular and other payments made, orders, and income received**

**Payments**

BACS	Clerk	Clerk salary July	776.18	
BACS	HMRC	PAYE&NI July	293.57	
DD	NEST	Pension July	37.38	
DD	Vodafone	Mobile phone July (£	15.03	3.01
BACS	Ranger	Contract July (39hrs + 4hrs dog bins)	602.00	
BACS	F Thomas	Public Toilets cleaning July (twice wkly)	225.00	
BACS	Taylor Thorne	Blue Hearts map	150.00	
BACS	Beers Plumbing	Cistern repair public toilets	100.00	
300843	CRS Security	CCTV equipment (£1673)	1394.24	278.76
BACS	DBSecurity	CCTV installation	500.00	
BACS	GB Sport	Play Area inspection May/Jun/Jul (£54)	45.00	9.00
BACS	Youth Club	Centre hire 12 July	24.00	
BACS	PATA	Payroll service Q1	30.00	
BACS	Scribe	Accounts annual subscription (£339.60)	283.00	56.60
BACS	Waterhouse	Defib cabinet install (£274.20)	228.50	45.70
BACS	B Robinson	Clock maintenance Q1	50.00	0
DD	Unity bank	Service charge Q1	18.00	

**Orders**

none				
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**Income**

Pay in slip	Ch/cash/ BACS	Details	Amount £	Invoice
000075		BVN 111 advertiser	63.75	18052
	BACS	BVN 112 advertiser	153.00	18056
	BACS	BVN 112 advertiser	30.00	18059
000075		BVN 112 advertiser	63.75	18062
	BACS	Blue Hearts trail map	25.00	18067
	BACS	Blue Hearts trail map	25.00	18068
000076	chq	Blue Hearts trail map	25.00	18070
	BACS	Blue Hearts trail map	50.00	18066
	Credit	Deposit account interest	75.09	
000077		BVN 112 advertiser	45.00	18064

**NOTED**

**325.21 To Receive the Bleadon in Bloom report and Consider any recommendations, including:**

Bleadon in Bloom after-party on 23rd September (note new date) at the Queens Arms (no cost to BPC).

Britain in Bloom South West Awards on 11th of October in Newquay. Cllr Hemingway hopes to secure sponsorship for a minibus to take volunteers.

We need NSC help with the verge on the A370, and better management of the Rhynes.

**Income/Exp:**

BPC Budget 2019-20	200	
BPC Reserves approved	1750	
NSC High Street Clean-up	205	
Income - Trail map	175	
<b>Total budget Year 2</b>	<b>2330</b>	
Spend to date	-1049	Excl VAT 102.16
<b>BALANCE AVAILABLE £</b>	<b>1281</b>	

**Recommendations:**

1. To pay the expenses of two persons to attend the awards ceremony in October, including an overnight stay.  
This was discussed but **DEFERRED** pending further information from Cllr Hemingway.
2. To continue BIB and enter a class (as appropriate) next year.  
**AGREED**

**325.22 To Receive the Following Reports and Consider any recommendations: DEFERRED, except:**

Allotments and Churchyard – lower 2 & 3 lower need clearing. Ditto lower 7 & 8 upper. Clerk to write to tenants.

Bleadon Village News – to go to printer this week.

Roads and footpaths – drains are not coping with the rain; Clerk to write to NSC. In particular, the broken/blocked drainage at Bridge Garage caused a serious flood (and has not been addressed in several years).

**325.23 To Receive the Following Reports and Consider any recommendations: DEFERRED.**

**325.24 To Approve new/revised policies/procedures/statements.**

Sickness and Absence Policy = **APPROVED**. Volunteer Policy = **APPROVED**.

Grievance and Discipline = **DEFERRED** to next meeting.

**325.25 To Receive the Clerk's report, including Correspondence, and Consider any requests.**

The Councillor vacancy was not filled by election and so co-option is now allowed.

A resident has offered a large Xmas tree to be removed from a local garden; Ranger to cut it off at approx. 1m from the ground in late November and then adjust it to fit the space at the Hall.

Letters out and responses: NSC Planning are investigating the issue of holiday parks offering 12 month residency. NSC Leader is looking at whether whole of North Somerset could be Frack-Free. Wessex Water have not yet replied regarding a bench at the pumping station; NSC Tree Officer requires a TPO application for work to the beech trees Celtic Way.

On behalf of all councillors the Chairman presented Marian with cards and gifts, expressing regret that she needed to resign but wishing her well for the future. In reply Marian thanked the councillors for their support and kindness, saying that they and many residents of Bleadon had made the role of Clerk rewarding and enjoyable.

- 325.26 To Note the date of the next Parish Council Meeting.**  
The next scheduled meeting date is Monday 9<sup>th</sup> September 2019.  
**NOTED.**
- 325.27 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda 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.**  
**RESOLVED.**
- Standing Orders were suspended at 8.35pm** for information exchange regarding the Youth Club lease. An item will be on the 9<sup>th</sup> September agenda for discussion and decision. **Standing Orders resumed at 9.10pm.**
- Council RESOLVED to continue the meeting beyond 9pm.**
- 325.28 To Consider the quotes for tree assessment report and works.**  
Five tree surgeons were approached and three quotes received. Cllr Hartree Proposed accepting Countryside Contracting's quote. Seconded Cllr Baines. **AGREED.**  
The assessment will be done as soon as possible and the necessary TPO permission sought for recommended works.
- 325.29 To Discuss a confidential pre-application notification.**  
This was discussed at 325.3 as it was no longer confidential to the council. No decision was required at this time as the application has not yet been submitted to NSC.
- 325.30 To Confirm pension arrangements for new Clerk/RFO.**  
**Resolution:** As from 1<sup>st</sup> September 2019 the Clerk is designated as eligible to become a member of the Local Government Pension Scheme. Interim rate to apply. Proposed Cllr Hartree. Seconded Cllr Williams. **RESOLVED.**  
Clerk to confirm to Avon Pension Fund.

The meeting closed at 9.25pm.