



# BLEADON PARISH COUNCIL

Coronation Halls  
Coronation Road  
Bleadon. North Somerset. BS24 0PG  
[www.bleadonparishcouncil.co.uk](http://www.bleadonparishcouncil.co.uk)  
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6<sup>th</sup> March 2024

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 unless excluded 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 commencement of the meeting given over specifically for that purpose.

**Dear Councillor:**

**You are summoned to attend a Meeting of Bleadon Parish Council, to be held at Coronation Hall, Coronation Road, Bleadon. BS24 0PG on Monday 11<sup>th</sup> March 2024 at 7.30pm, when the following business will be transacted.**

*C P Bolt*

Parish Clerk & RFO

Before the meeting begins there will be a public participation session – *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. (Please note that the Council is unable to make formal decisions under this item LGA1972 Sch 12, paras 10(2)(b))*

- i) Members of the public.
- ii) Beat Managers Report
- iii) Ward Councillor's report.

## AGENDA

375.1 To receive **Apologies for Absence** (LGA 1972 s85 (1))

375.2 **Declarations of Interest** on any agenda items.

375.3 **To approve and sign as a correct record the Minutes** of the Parish Council meeting on Monday 19<sup>th</sup> of February 2024 (pages 4 - 7).

375.4 **Reports from Working Parties/Committees.**

There have been no Working Parties or Committee meetings since the last meeting of the Council.

375.5 To note the training and events available and agree any attendance.

- i) FREE Scribe Training <https://www.scribeaccounts.com/scribe-academy-training>
- ii) NALC virtual training <https://www.nalc.gov.uk/our-events/online-events>

375.6 **Financial/Staffing Matters** (pages 8 - 10)

- i) To authorise bills for payment for March.
- ii) To note the Parish Council's end of February bank balances and bank reconciliation and end of February net position.

375.7 **Report of the Parish Clerk** (pages 11 - 25).

Decision Items

1. Allotments – to authorise expenditure to maintain plots. To agree in principle to establish a community compost scheme. To designate the polytunnel as a community resource.
2. Planting Schemes Across the Parish – to appoint Cllr Scarisbrick as the Lead Councillor and to authorise arrangements for a planting scheme.
3. Open Spaces Working Group – to agree membership of the Working Group.
4. Somerset Grant Foundation – to note the outcome of the funding application.
5. Multi-year Service Contracts – to authorise arrangements for interim works for the month of April.
6. Calendar of Meetings – to approve revised meeting dates for the next Municipal Year.
7. North Somerset Council – Mental Health and Wellbeing Strategy – to agree the Council's response.
8. Legacy Funding Requests – to agree a number of grant/supplemental payments.
9. Halls Environs Phase 2 – to agree contract awards (Confidential report to be tabled).
10. Toilet Cleaning Contract – to note a contract extension.

375.8 To **consider and comment upon the following planning applications:**

[Request to discharge condition number 10 \(Management Plan\) and 36 \(Water Storage\) on application 19/P/0835/OUT](#)

Bleadon Quarry Bridge Road Bleadon Weston-super-Mare BS24 0AU

Ref. No: **24/P/0382/AOC** | Received: Fri 23 Feb 2024 | Validated: Fri 23 Feb 2024 | Status: Registered

[Proposed erection of a single storey rear extension with terrace above. Loft conversion and roofing alterations including the removal of existing dormers and creation of flat-roof dormers to the front and rear elevations. Extension of existing raised rear patio and creation of external stairs to the rear and side elevations. Fenestration alteration including the removal of existing South bay-window with subsequent installation of 1no. external door and window, alongside the removal of existing North window and installation of 1no. new window.](#)

Rosewood Hillcote Weston-super-Mare BS24 9JS

Ref. No: **24/P/0380/FUH** | Received: Wed 21 Feb 2024 | Validated: Wed 21 Feb 2024 | Status: Registered

[Use of caravan and camping park from time restricted use to year round use, to include clubhouse buildings, swimming pool, 191 static caravan pitches, 61 touring pitches and amenity land](#)

Riverside Holiday Village Bridgwater Road Bleadon BS24 0AN

Ref. No: **24/P/0173/FUL** | Received: Mon 29 Jan 2024 | Validated: Thu 29 Feb 2024 | Status: Registered

[Request to discharge conditions 8 \(Aboricultural Method Statement\) and 13 \(Post Construction Review Report\) from Plot 4 only under application 12/P/1856/F](#)

Field O/S 9978 Off Bleadon Road Bleadon BS24 0PG

Ref. No: **24/P/0379/AOC** | Received: Wed 21 Feb 2024 | Validated: Wed 21 Feb 2024 | Status: Registered

375.9 Date of the next meeting(s):

- Parish Council Meeting Monday 15<sup>th</sup> April 2024, 7.30pm at Coronation Hall



# Avon and Somerset Police

## NEIGHBOURHOOD POLICING

### February 2024 Bleadon Neighbourhood Report

#### Calls Received – 20

Road related-3    Concern for welfare-2    weapons-1    Missing Person-3    Criminal damage-1    Other-4    aban 999-1    suspicious-1    stalking-1  
Animal-1    Theft-1    Threats-1

Most crimes reported are isolated incidents which have occurred within dwellings and are unlikely to have any effect on the wider community.

For awareness the only crime in the village was a Road related his month



Email: [8338@avonandsomerset.police.uk](mailto:8338@avonandsomerset.police.uk)

#### Police Priorities/Action Undertaken/Advice/Upcoming events:

Please also see attached link for our street safe website [Report feeling unsafe in public spaces \(StreetSafe\) | Avon and Somerset Police](#). This is a great way to report areas you feel unsafe, this maybe inadequate lighting problems with any other issues , this is not a way of reporting please still use 101/999 or online



## MINUTES OF A MEETING OF BLEADON PARISH COUNCIL HELD IN THE YOUTH CENTRE HALL AT 7.30pm ON MONDAY 19th FEBRUARY 2024.

**PRESENT:** Councillors Andy Scarisbrick (Vice-chairman), ID Clarke, Ann Davies and Steve Sugg.

**IN ATTENDANCE:** Craig Bolt (Parish Clerk)  
**WARD COUNCILLORS:** Cllr Terry Porter  
**MEMBERS OF THE PUBLIC:** Four

Before the meeting was convened, members of the public were invited to speak.

### i) **Members of the public**

A resident referred to a potential trip hazard by the front entrance of the Coronation Halls. The clerk undertook to investigate this matter.

A resident sought clarification on the timescale and process for the production of the next edition of the Parish News. The Chairman advised that this would be raised with Cllr Jo Gower-Crane.

### ii) **Beat Manager's Report**

The written report forming part of the agenda papers was noted.

For up-to-date information residents can keep in touch via the Avon & Somerset website or follow them on social media, Facebook "Weston & Worle police" or Twitter "ASPNorthSom" or email [8338@avonandsomerset.police.uk](mailto:8338@avonandsomerset.police.uk)

### iii) **Ward Councillors' report**

Cllr Porter provided an update in relation to the involvement of ward councillors in attempting to secure temporary traffic lights at the junction of Bleadon Road and the A370.

Cllr Clarke expressed her gratitude for Cllr Porter's support of residents in relation to the recent Rockville planning application and Cllr Porter undertook to raise more general concerns regarding overly burdensome planning expectations.

**Cllr Scarisbrick opened the meeting by welcoming everyone.**

**The meeting was convened.**

#### **374.1 To receive apologies for absence (LGA 1972 s85 (1))**

Apologies were received and accepted from Cllr Sheppard (Chairman) and Cllr Gower-Crane.

Councillors expressed their regret at the news that Mark Howe had resigned his position as a Councillor and asked that their thanks for his many years of service both as a Councillor and contractor be placed on record.

#### **374.2 Declarations of Interest**

None.

**374.3 To approve and sign as a correct record the Minutes of the Parish Council meeting on Monday 8<sup>th</sup> January 2024.**

**Resolved:** To approve the Parish Council minutes of 8<sup>th</sup> January 2024.

**The resolution was correctly proposed and seconded (unanimous)**

The minutes of the meeting were signed by the Chairman as a correct record.

**374.4 To consider reports from Working Parties/Committees**

The minutes of the Personnel & Contracts Committee on 24<sup>th</sup> January 2024 were noted.

**374.5 Training and Events**

The availability of SCRIBE and NALC training was noted.

**374.6 Financial/Staffing Matters**

**i) To authorise bills for payment for January.**

**Resolved:** To authorise the payments for January of £3,440.99.

**The resolution was correctly proposed and seconded (unanimous)**

(Councillors Ann Davies and Andy Scarisbrick were duly authorised to action the online payments)

**ii) To note the Parish Council's end of January budget position, bank balances and bank reconciliations.**

The Parish Council's end of January position, bank balances and bank reconciliations were noted.

**374.7 Report of the Parish Clerk**

**1. Internal Audit Report 2023/24**

Councillors noted that the Internal Auditor's report was positive and that there were only a limited number of areas requiring attention, most of which were the subject of reports elsewhere on the agenda. In response to a question, the Clerk confirmed that the statutory return in relation to the Playground Trust had been submitted on time.

**Resolved:**

**i. That the findings of the Internal Auditor be noted.**

**The resolution was correctly proposed and seconded (unanimous)**

**2. Standing Orders Review**

Councillors noted that a number of technical changes to Standing Orders were proposed.

**Resolved:** That the revisions to Standing Orders be approved.

**The resolution was correctly proposed and seconded (unanimous)**

**3. Financial Regulations Review**

Councillors noted that a number of technical changes to Financial Regulations were proposed.

**Resolved:** That the revisions to Financial Regulations be approved.

**The resolution was correctly proposed and seconded (unanimous)**

#### **4. Risk Assessment Policy**

Councillors considered proposed amendments to the Risk Assessment Policy.

**Resolved:** That the proposed amendments to the Risk Assessment Policy be approved.

**The resolution was correctly proposed and seconded (unanimous)**

#### **5. Highways/Transport Improvements**

Councillors noted the comments made under the Public Participation scheme in relation to the hazardous nature of the junction of Bleadon Road and the A370. It was considered that a revised approach to try and secure permanent lights at this location was warranted.

**Resolved:** That the Council agrees to jointly fund (with North Somerset Council) a feasibility study in relation to permanent lights at the junction of the Bleadon Road and the A370, subject to the Council's contribution not exceeding £3,000.

**The resolution was correctly proposed and seconded (unanimous)**

#### **6. IT Requirements**

Councillors noted that, as part of the previously approved Risk Assessment Policy, there was a need for the Council to consider replacing IT previously provided to the Clerk and Councillors. An evaluation of needs had been completed and a common technical specification was proposed.

**Resolved:**

- i. That the Clerk be authorised to purchase replacement IT and associated software and support packages on the basis reported
- ii. That the Clerk be authorised to dispose of existing IT equipment on terms which are the most advantageous to the Council.

**The resolutions were correctly proposed and seconded (unanimous)**

#### **7. Calendar of Future Meetings**

**Resolved:**

That the Calendar of Meetings be approved.

**The resolution was correctly proposed and seconded (unanimous)**

#### **8. Halls Environs – Phase 2**

Councillors considered a proposed scheme of improvement works to Council assets in and around the car park.

**Resolved:**

- i. That the Clerk be authorised, in consultation with Cllrs Clarke, Davies and Sheppard to agree a specification for the next phase of works in relation to the car park/halls environs and seek formal tenders in accordance with Financial Regulations;

- ii. That the Clerk be authorised to undertake Land Registry/other searches to confirm property boundaries and any conditions associated with the use of the Council's assets.
- The resolutions were correctly proposed and seconded (unanimous)**

**9. Toilet Cleaning Contract**

**Exclusion of the press and public. (The Committee is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following 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:** That members of the press and public be excluded from the meeting during consideration of the Toilet Cleaning Contract.

**The resolution was correctly proposed and seconded (unanimous)**

Councillors considered a proposed extension to the existing toilet cleaning contract.

**Resolved:**

That the Clerk be authorised to approve a 12-month extension (from 1<sup>st</sup> April 2024) to the current toilet cleaning contract on the basis now reported.

**The resolution was correctly proposed and seconded (unanimous)**

**374.8 Planning Applications**

**23/P/0133/HHPA** - Prior approval request for the erection of a single-storey extension with a flat roof that would 1) extend beyond the rear wall of the house by 4.3 metres; 2) have a maximum height of 3.85 metres and 3) have eaves that are 3.50 metres high.

**Resolved:**

That the application be supported.

**The resolution was correctly proposed and seconded (unanimous)**

**374.9 Date of the next meeting**

Parish Council Meeting Monday 11<sup>th</sup> March 2024, 7:30pm (Coronation Hall)

The Chairman closed the meeting at 21:05

.....Chairman

.....Date

**Financial/Staffing Matters**  
**11<sup>th</sup> March 2024**

**1. Bills for Payment**

- 1.1 Bills for payment for March 2024 are attached at Appendix 1. The Council has now been registered by HMRC in relation to PAYE. Accordingly, there are now separate lines relating to salary and tax and a direct debit mandate is in the process of being completed. The registration has taken longer than expected (HMRC have acknowledged that they have been at fault in this respect). There will be an additional payment to/direct debit collection by HMRC prior to the year end to reflect payments due prior to the registration date. However, this will not result in any additional cost to the Council as there will be a corresponding income stream.

**Recommendation:**

- i) That the bills for payment for February are approved.
- ii) That Councillors Andy Scarisbrick and Ann Davies be duly authorised to action the online payments.

**2. Bank Balance and Bank Reconciliation**

- 2.1 The Parish Council's end of February bank balances and bank reconciliation at the end of February are attached at Appendix 2. There are no issues requiring further explanation.

**Recommendation:**

That the Parish Council's end of February bank balances and bank reconciliation and end of February net position are noted.



**Bills for Payment - 20th February to 11th March 2024**

**Bleadon Parish Council**

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power
<b>Already Paid</b>								
DD	3 Business Solutions	Mobile	£14.82	£2.96	£17.78		364.23	LGA 1972, s. 112
DD	YU	Public Toilets Electricity	£19.28	£0.96	£20.24		365.7(ii)	Public Health Act 1875.164
DD	NEST	Pension provision	£295.14		£295.14	Accumulated amount since 15/8	361.6	LGA 1972, s. 112
<b>To Pay</b>								
BACS	Adrian Project Services	Village Ranger	£602.00		£602.00		364.23	Public Health Act 1875.164
BACS	Blue Spot	Cleaning of Public Toilets	£136.50		£136.50		364.23	PHA1936, s87
BACS	Strutt and Parker	Lease of Church Commissioner land for allotments	£72.50		£72.50	Second payment	364.23	LGA 1972, s. 112
BACS	Webglu	Renewal of website domain	£79.00	£15.80	£94.80	Renewal is for 10 years	364.23	LGA 1972, s. 112
BACS	Webglu	Website and mailbox hosting	£94.75	£18.95	£113.70		364.23	LGA 1972, s. 112
BACS	ICO	Data Protection Renewal	£35.00		£35.00		364.23	LGA 1972, s. 112
BACS	DELL	Replacement laptops					374.7	LGA 1972, s. 112
BACS	Parish Clerk	Home working allowance			£200.00	Claim for part-year (budget £300)	361.6	LGA 1972, s. 112
BACS	Parish Clerk	Re-imburement for purchase of projector screen			£40.00			LGA 1972, s. 112
SO	Parish Clerk	Salary	£993.29		£993.29		361.6	LGA 1972, s. 112
SO	Brian Robinson	Clock Winding	£25.00		£25.00		364.23	Parish Councils Act 1957, s2
DD	Lloyds	Credit Card Charge	£3.00		£3.00		364.23	LGA 1972, s. 112
DD	HMRC	PAYE Tax and NI	£267.48		£267.48			
<b>Totals</b>			<b>£2,370.28</b>	<b>£38.67</b>	<b>£2,648.95</b>			

**Bleadon Parish Council**

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

<b>A</b>	<b>Bank Reconciliation at 31/01/2024</b>		
	Cash in Hand 01/04/2023		57,524.92
	<b>ADD</b> Receipts 01/04/2023 - 31/01/2024		134,381.58
	<b>SUBTRACT</b> Payments 01/04/2023 - 31/01/2024		191,906.50
	<b>Cash in Hand 31/01/2024</b> (per Cash Book)		<b>59,770.70</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 31/12/2023	0.00	
	Bleadon Parish Council Current 31/12/2023	25,442.84	
	Bleadon Parish Council Deposit 31/12/2023	106,692.96	
			<b>132,135.80</b>
Less unrepresented payments		132,135.80	
Plus unrepresented receipts			
<b>Adjusted Bank Balance</b>		<b>132,135.80</b>	
<b>A = B Checks out OK</b>			

## Report of the Parish Clerk & RFO

11<sup>th</sup> March 2024

### Decision Items

#### **1. Allotments**

- 1.1 A survey of allotment holders was conducted in December of last year in which allotment holders were asked to identify priorities and areas for improvement. There were four main issues arising from the survey:
- The need to replace the allotment gate
  - The supply of water
  - The potential for composting on-site
  - The designation of the polytunnel
- 1.2 The replacement gate has already been authorised by Council and is being progressed. Bids have been sought, but it has subsequently come to light that North Somerset Council may be able to supply gates at no cost. As a consequence, works will only progressed once the potential North Somerset Council contribution has been confirmed.
- 1.3 The underground internal watering system is blocked. As an interim measure, a long commercial hose on a cart has been purchased and installed. Replacing the underground watering system will be costly and the merits of undertaking this work will be considered later in the year following feedback from tenants regarding the success or otherwise of the interim solution.
- 1.4 The removal of the ability to deposit waste in the top right-hand corner of the site has been a major consideration for many tenants. Many of the representations made include legitimate concerns about the environmental impact of increased car journeys to deposit waste which might otherwise be composted. Many tenants have small compost bins on their plots, but these are often ineffective and offer limited capacity given the amount of green waste generated. Plot 18 has now become vacant. It is fairly central within the allotment site. It is, therefore, recommended that Plot 18 be earmarked for potential future use as a site for a managed community compost. Not all of the plot would be needed for this purpose and the remainder of the plot could potentially be used as smaller 'starter' plots. This would potentially mean the Council could still gain some income from the plot.
- 1.5 A community compost scheme is not just a case of an area where green waste can be 'dumped'. It requires licencing by the Environment Agency (or a waiver granted) and requires active management. It would require large wooden bins to be constructed so that compost can be moved and aerated

and for green waste to be mixed with woodier material (and on occasions watered) to encourage aeration and the breakdown of materials. As part of the survey, 8 tenants (more than a quarter of the tenants) indicated that they would be prepared to actively manage a community compost scheme. The Clerk has also indicated a willingness to construct the compost bins for the cost of materials.

- 1.6 Whether or not a compost scheme is progressed, it is also recommended that the Council agrees to the purchase of heavy duty weed control membrane in relation to Plot 18 (and any other plots which become vacant). This is because the cost of weed membrane and preventing growth is less than the costs the Council has historically had to pay to have plots strimmed prior to them being re-let. Allowing vacant plots to grow excessive weeds is also detrimental to other tenants.
- 1.7 A number of tenants welcomed the potential for the polytunnel to be used as a community resource. As such, it is recommended that this position be formalised and that the tenants be invited to use the polytunnel, subject to the signing of an agreement/Fair Use policy. The polytunnel itself is in good order, but to enable it to be used effectively, there will be a need to erect some staging. Without this, there is the potential for individuals to make their own arrangements and/or put things up against the polythene of the polytunnel and inadvertently cause damage. The Clerk has indicated a willingness to construct the staging for the cost of materials.
- 1.8 The polytunnel occupies approximately half of a plot. Although it is – and always has been – an asset of the Council, the plot and the polytunnel was historically managed by Bleadon Bloomers. This organisation is no longer operating at its previous capacity, although there are still a small number of keen volunteers prepared to support planting around the Parish (see next item). As part of the previous arrangements, permission was given to two individuals to plant the remainder of the plot. This action was not specifically authorised by the Council, but has now been rectified and the individuals concerned have signed tenancy agreements with the Council.

**Recommendations:**

- i) That the Council agrees to the principle of establishing a community compost scheme and that the detail of arrangements be discussed and agreed with the (Joint) Chairs of the Open Spaces Working Group and the lead Councillor for Allotments.
- ii) That the polytunnel is designated as a community resource for use by allotment tenants and others specifically designated by the Council, subject to users signing a 'Fair Use' Policy – the detail of which will be agreed with the lead Councillor for Allotments.
- iii) That the Clerk is authorised to purchase weed control membrane and associated items aimed at preventing weed growth in relation to vacant

plots and timber and ancillary items to facilitate the construction of staging and compost bins.

## **2. Planting Schemes Across the Parish**

2.1 As indicated above, planting schemes across the Parish were previously coordinated by Bleadon Bloomers. There has been a reduction in the number of people involved with this organisation, but there are still a number of volunteers who are prepared to support planting schemes across the Parish and the Council has (as part of its 2024/25 budget) identified a sum of £1,000 to support a planting scheme. In discussions, a number of issues have been identified which require resolution:

- The number and configuration of pots across the Parish
- The availability/procurement of plants
- Watering of pots

2.2 There are approximately 100 pots/planters across the Parish. Some are in a poor condition and there is the potential to reduce the number of planters in some locations without compromising the principle of a planting scheme which goes beyond the village centre. Early indications are that the number of pots/planters could be reduced to 80-85. Some planters would need to be replaced due to their poor condition. It may be possible for pots from other locations to be recycled/relocated. However, the weight and nature of some of the pots may mean that they will not survive a move. As such, even in the context of an overall reduction, the potential need to purchase a small number of new pots cannot be ruled out.

2.3 North Somerset Council is continuing with its free flower scheme for 2024/25, but on a more limited basis. As a consequence, an order has been placed for 250 plants (the maximum allowed). Although specific varieties have been requested, there is no guarantee what type of plants will be provided. Preliminary discussions have also taken place with the nursery which has previously provided plants to support Bleadon in Bloom in relation to the supply of a further 500 plants of mixed varieties. The indicative prices have been checked and are compatible with catalogue prices for other nurseries. The nature/mix of plants has been discussed with the Chair and Vice-chair of the Council and confirmed with the nursery so that they can start the growing process. This process has been adopted as although there is no formal contractual agreement at this stage, the Council is asking for action to be taken on its behalf.

2.4 The watering of pots is by far the single biggest issue which requires resolution in order to have a successful planting scheme. Although volunteers are available to support planting up and maintenance – deadheading and the like – regular watering is more of a challenge. As part of the recent contract

arrangements, prices have been sought whereby a contractor might be engaged to undertake regular watering. Such an arrangement is possible but is likely to be expensive to the point of being cost prohibitive. As a consequence, the Clerk and the Vice-chairman of Council are currently exploring the possibility of securing a towable water bowser to enable a watering rota to be established without the need to use hired in contractors.

**Recommendations:**

- i) That Councillor Scarisbrick be appointed as the Lead Councillor for Planting Schemes across the Parish and the Council's roles and responsibilities register be updated accordingly.
- ii) That the actions of the Clerk, in consultation with the Chairman and Vice-chairman of the Council, to secure sufficient plants in readiness for the planting season be endorsed.
- iii) That the Clerk, in consultation with the Lead Councillor for Planting Schemes, be authorised to make arrangements for the watering of pots, provided that such arrangements are contained within the agreed budget for 2024/25

**3. Open Spaces Working Group**

3.1 The Council has previously recognized that the Open Spaces Working Group will have a significant governance role in the coming municipal year given the number of projects and activities planned for the year ahead. Early discussions with the Co-Chairs of the Working Group are pointing to a monthly cycle of meetings mid-way between Council meetings.

3.2 Following the resignation of Cllr Howe, the membership of the Working Group also needs revisiting. The Working Group is the governance body for a range of activities, including Highways/Transport related schemes as well as projects such as the replacement/refurbishment of the toilets. As such, it may be more practical to designate all members of Council as members of the Working Group, with attendance potentially influenced by virtue of agenda items under consideration. The Working Group would also provide an opportunity for Councillors to meet and discuss issues and identify potential solutions.

**Recommendation:**

That Councillors confirm their approach to membership of the Open Spaces Working Group.

**4. Somerset Grant Foundation**

4.1 Regrettably, the Council's grant application to support improvements to the easternmost layby in Roman Road has not been supported. The layby is not in a good state of repair and its primary use is for car parking by those

undertaking walks in the Mendip AONB. As a consequence, it is questionable as to whether parishioners are funding the upkeep and maintenance of a facility which disproportionately benefits those not living within the Parish. This issue will be discussed more formally with the Mendip Hills AONB board over the coming months.

**Recommendation:**

That the outcome of the funding application be noted.

**5. Multi-Year Service Contracts**

5.1 The deadline for expressions of interest in the Grounds Maintenance and Environmental Services Contracts has now passed. There has been considerable interest in the contracts and the formal evaluation process will now be conducted in accordance with the previous decision of the Council and the Personnel & Contracts Committee. The vast majority of bidders are small scale/local contractors, so the prospect that the contracts might only be of interest to larger scale operators has not materialised. Although the process is at an early stage, it is anticipated that the Council will be able to achieve its objectives within the agreed budget provision for 2024/25.

5.2 The new contracts will not start until 1<sup>st</sup> May 2024. As a consequence, interim arrangements will need to be put in place for the month of April, particularly in relation to some elements of grass cutting and dog bin emptying. As part of the tendering process, bidders were asked to break down costs for individual sites/activities. As such, the Council has very detailed cost information and – having gone through a competitive process – can pull upon this information to appoint contractors to undertake interim works. These contractors may – or may not – be those recommended for contract award for the multi-year contracts dependent upon the competitiveness of their pricing for individual elements. It is, therefore, recommended that the Clerk, in consultation with the Chairman and Vice-chairman of the Council is authorised to put in place interim arrangements for the month of April.

**Recommendation:**

That the Clerk, in consultation with the Chairman and Vice-chairman of the Council be authorised to put in place interim arrangements in relation to grounds maintenance and litter picking/street cleaning activities for the month of April 2024.

**6. Calendar of Future Meetings**

6.1 There have been some minor changes to the Calendar of Future Meetings presented to the last meeting of Council. This includes a change to the date of the next meeting of Council, which will now be on 15<sup>th</sup> April to accommodate the timetable for the evaluation of tenders and the deletion of a meeting in

April 2025 (but retaining the date of 28<sup>th</sup> April 2025 for the Annual Meeting of Electors). A revised Calendar is attached at Appendix 1.

**Recommendation:**

That the Calendar of Meetings is approved.

**7. North Somerset Council – Mental Health and Wellbeing Strategy**

- 7.1 North Somerset Council has issued a draft strategy for consultation. The closing date for responses is 28<sup>th</sup> March 2024. The strategy is available at [https://n-somerset.inconsult.uk/connect.ti/NS\\_Mental\\_Health\\_Strategy2024/consultationHome](https://n-somerset.inconsult.uk/connect.ti/NS_Mental_Health_Strategy2024/consultationHome). The consultation questionnaire is attached at Appendix 2.

**Recommendation:**

That Councillors confirm how they wish to respond to the North Somerset Council consultation.

**8. Legacy Funding Requests**

- 8.1 A number of funding requests have been received relating to decisions reached in previous financial years, or which have arisen as a consequence of the Parish Council regularising its governance arrangements. Three requests have been received:
- Transitional support for the Bleadon Coronation Halls in respect of increased insurance premiums.
  - A contribution to the cost of lights serving both Bleadon Youth Club Hall and the Council car park and other assets.
  - Funding to support Craft and Chat activities in 2022 from St Peter & St Paul's Church.
- 8.2 In the past, the status of the Coronation Halls Trust as a separate legal entity had not been well understood and the halls had been included within the Council's asset register. This position has been rectified. One of the consequences of this change is that the Halls Management Committee is now responsible for insuring the halls and meeting the costs of insurance payments. The insurance premium for the Halls has increased by approximately £1,200 more than originally budgeted. The Halls Management Committee have completed a Grant Aid application form in the hope that the Council might be in a position to provide some transitional support for one year only. The Halls are not without financial means, but there are also significant plans to address improvements necessary to continue the long term viability of the halls – most notably the replacement of the heating system. The Council has a Grant Aid budget of £1,000 in the current financial year, which is as yet unallocated. As a consequence, it is recommended that a



grant of £1,000 is made on the understanding that the Council will not make any further financial contributions associated with increased insurance costs.

- 8.3 The Youth Hall Management Committee has submitted an application for financial support in the sum of £177 to reflect the costs of installing exterior lights and towards the costs of electricity for the lights. Although a grant application form has been completed, the costs relate to lights which benefit the Council's assets (car park, toilets and to a lesser extent the playground) as much as the Youth Hall. The £177 comprises of two elements - £150 representing 50% of the costs of supplying and installing the lights and £27 representing 50% of the cost for the current financial year of electricity supply. It is, therefore, recommended that the Council agrees to a one-off contribution of £177 funded from underspends in the current financial year and that the management committee are invited to submit future applications in relation to ongoing electricity supply costs.
- 8.4 In the Summer of 2002, the Council agreed to provide a contribution of £150 to the Church of St Peter and St Paul in relation to room hire costs associated with Craft and Chat sessions. For reasons which are not entirely clear, the cheque provided to the Church was never presented. This fact also does not seem to have been captured as part of the financial analysis undertaken as part of the closure of the Council's accounts for the 2022/23 financial year. The new Church Treasurer has asked whether the Council might be prepared to reissue the payment. In strict terms, the 2022/23 financial year has now closed. However, the Council could agree to make a fresh payment. If Councillors were minded to reach such a decision, there is sufficient funding within the current financial year.
- 8.5 Any payments agreed in relation to the Coronation Halls and the Church of St Peter and St Paul would fall within the definition of Section 137 expenditure, which must be recorded separately in the Council's accounts. There is an annual expenditure limit (approximately £9,000) for expenditure under Section 137 and the Council would be within this limit in agreeing to these payments. The payment in respect of the Youth Hall is expenditure in relation to the Council's assets and is not considered to fall within the definition of Section 137. However, the Council would still be within the expenditure limit if a different conclusion in relation to the applicability of Section 137 were reached.

**Recommendations:**

- i) That a grant of £1,000 is made to the Coronation Halls to reflect increased insurance costs.
- ii) That a payment of £177 is made to the Youth Hall Committee to reflect the (partial) costs of installing exterior lights and the supply of electricity.
- iii) That a payment of £150 is made to the Church of St Peter and St Paul in respect of a grant aid request dating back to the Summer of 2022.

## **9. Halls Environs – Phase 2**

- 9.1 Further to the decision at the last meeting of Council, a specification and tender pack was issued to enable bids to be submitted. The closing date for bids is Noon on Friday, 8<sup>th</sup> March 2024. Any tenders received will, therefore, be evaluated over the following weekend and a confidential report tabled. If a significant number of tenders are received it may not be practicable to evaluate all elements. In this scenario, priority will be given to evaluating the elements of the bids which relate to the emptying of Jubilee Gardens as other works are dependent upon clearing the gardens and assessing the condition of the walls associated with the planting area.

### **Recommendation:**

To be advised following tender evaluation process.

## **10. Toilet Cleaning Contract**

- 10.1 The toilet cleaning contract has been extended for 12 months on terms approved by the Council at its last meeting.

### **Recommendation:**

That the contract extension be noted.

## BLEADON PARISH COUNCIL MEETINGS - 2024/25

All meetings take place in the Coronation Hall except where stated

Monday 15 <sup>th</sup> April 2024 7.30pm	Parish Council Meeting
Monday 29 <sup>th</sup> April 2024 7.30pm	Annual Meeting of Electors
Monday 13 <sup>th</sup> May 2024 7.30pm	Annual Meeting of the Parish Council (AMPC)
Monday 10 <sup>th</sup> June 2024 at 7.30pm	Parish Council Meeting
Monday 8 <sup>th</sup> July 2024 at 7.30pm	Parish Council Meeting
Monday 12 <sup>th</sup> August 2024 at 7.30pm	Parish Council Meeting
Monday 9 <sup>th</sup> September 2024 at 7.30pm	Parish Council Meeting
Monday 14 <sup>th</sup> October 2024 at 7.30pm	Parish Council Meeting
Monday 11 <sup>th</sup> November 2024 at 7.30pm	Parish Council Meeting
Monday 9 <sup>th</sup> December 2024 at 7.30pm	Parish Council Meeting
Monday 13 <sup>th</sup> January 2025 at 7.30pm	Parish Council Meeting
Monday 10 <sup>th</sup> February 2025 at 7.30pm	Parish Council Meeting
Monday 10 <sup>th</sup> March 2025 at 7.30pm	Parish Council Meeting
Monday 28 <sup>th</sup> April 2025 at 7.30pm	Annual Meeting of Electors
Monday 12 <sup>th</sup> May 2025 at 7.30pm	Annual Meeting of the Parish Council (AMPC)

The agenda and associated paperwork is generally available the Wednesday before a Monday meeting and can be found on our website [www.bleadonparishcouncil.co.uk](http://www.bleadonparishcouncil.co.uk) or a hard copy is available by contacting the Parish Clerk using the details above.

## North Somerset Mental Health and Wellbeing Strategy (2024-2029)

We would like your views on our new Mental Health and Wellbeing Strategy for 2024 to 2029.

The strategy includes an action plan setting out how the council will work with partners to address the increasing need for mental health support, and tackle health inequalities. It focuses on three key themes:

- Prevention: preventing mental ill-health before it arises and preventing any worsening of mental health problems as early as possible
- Early intervention: identifying mental ill-health as early as possible and intervening early with the right support.
- Supported and living well: supporting individuals in a holistic way so that people with mental ill-health can live well in North Somerset.

The strategy has been developed in collaboration with a range of partners. It builds on data, engagement and insight from the council, health, care, voluntary and community sectors, people with lived experience of mental ill-health, findings from regional and national studies, and the council's own Adult and Children's and Young People's mental health needs assessments.

Your feedback will be used to develop a final draft of the strategy which is expected to be published this summer.

Please return your completed questionnaire to the address shown on the last page.

### • **Q1 Are you responding to this consultation...?\***

\*This is a must-answer question because your answer here decides which questions are asked later

- As an individual (please go to Q4)
- Giving the official response on behalf of your organisation?

↓ if yes,

### **Q2 What type of organisation are you responding on behalf of?**

You must provide an answer to this question.

- Mental Health Services
- Other health and social care services
- Voluntary or community sector
- Parish or town council
- Other

↓ if yes to Q1

**Q3** What is the name of the organisation you are responding on behalf of?\*

You must provide an answer to this question.

• **Q4** Having read the strategy, do you agree with our vision?

Our vision is that:

People in North Somerset are enabled and supported to have the best possible mental health and wellbeing and to live well in their communities, via a focus on prevention and early intervention and targeted action to reduce inequalities.

Yes       No

Please enter any additional comments you may have:

• **Q5** Do you agree with our **objectives for the Prevention theme** listed below?

Select the most applicable option in each row. You must select an option in every row.

	Yes	No	Don't know
Objective 1: The development of healthy, secure attachments and good emotional wellbeing is supported to enable the best start in life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 2: Wellbeing is maximised across settings and communities to build resilience and to reduce social isolation and loneliness.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 3: Inclusive and trauma-informed and responsive practice is embedded across North Somerset.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No	Don't know
Objective 4: People are enabled to have the best possible mental health and wellbeing through effective training and development of professionals, and improved communication and signposting about programmes and services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please enter any additional comments:

- **Q6** Do you agree with our **objectives for the Early Intervention theme** listed below?

Select the most applicable option in each row. You must select an option in every row.

	Yes	No	Don't know
Objective 1: Children and young people can access a range of mental health services and support.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 2: Adults living in North Somerset receive the right support in the right place at the right time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 3: Appropriate actions, services, and evidence-based support are available for people at risk of self-harm and/or suicide.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please enter any additional comments

- **Q7** Do you agree with our objectives for the Supported and Living Well theme listed below?

Select the most applicable option in each row. You must select an option in every row.

	Yes	No	Don't know
Objective 1: Local residents and people from a range of population groups are engaged in creating community networks and co-producing mental health and wellbeing activities and interventions using a strengths-based approach.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 2: The number and quality of physical health checks is improved for people with severe mental illness.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 3: Services are targeted proportionately to where, or among whom, need is greatest.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 4: Mental health support is available for people with a dual diagnosis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objective 5: Objective 3: Holistic support is provided for people living with mental ill-health that incorporates consideration of the wider determinants of health such as financial pressures, employment and housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please enter any additional comments

- **Q8 Do you agree with the actions in the mental health strategy action plan** for each of the themes listed below?

Select the most applicable option in each row. You must select an option in every row.

	Yes	No	Don't know
Prevention?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Early Intervention?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supported and Living Well?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please enter any additional comments

- **Q9 Do you agree with our targets for measuring success?**

You must provide an answer to this question.

- Yes
- No
- Don't know

Please enter any additional comments

- **Q10 Is there anything else that you would like to see included in the strategy and action plan?**

- Yes
- No
- Don't know



Please enter any additional comments

- **Q11 Do you have any other thoughts or comments about the strategy or particular priority areas?**

- **Q12 If you would like to receive a summary report of the consultation findings, then please enter your email address below.**

We will store your email address only for the purpose of sending out the report and delete it afterwards.

• Q13 We want to make sure that you or the people your organisation represents or works with are not **disadvantaged by the strategy, on the basis of their protected characteristic(s) as defined in the [Equality Act 2010](#)** :

- age
- sex
- disability
- race or ethnicity
- sexual orientation
- marriage and civil partnership
- religion or belief
- gender reassignment
- pregnancy or maternity

or any other factor or characteristics, like location, or anything you think relevant.

Please let us know if there is anything you think we should include in the proposals, to ensure that the people your organisation represents or works with are not disadvantaged.

**The remaining questions are only for individuals responding to the consultation. Representatives of organisations finish the form here. You find the address for returning the form on the last page.**

We would like to know if this consultation is reaching a representative group of residents of North Somerset and if we need to reach out further to address any gaps in feedback going forward.

For this reason, we would like to ask you some questions, which you can choose not to answer.

- **Q14 What is your age?**

- 0-15 years
- 16-24 years
- 25-44 years
- 45-64 years
- 65-74 years
- 75 years and over
- Prefer not to say

- **Q15 What is your ethnic background?**

- White
- Mixed or multiple ethnic groups
- Asian, Asian British, Asian Welsh
- Black, Black British, Black Welsh, Caribbean or African
- Other ethnic group

- **Q16 What is your sex?**

- Male
- Female
- Prefer not to say

- **Q17 Do you have any physical or mental health conditions or illnesses lasting or expected to last 12 months or more?**

- Yes
- No
- Prefer not to say

Many thanks. Please return your completed questionnaire to:

North Somerset Mental Health and Wellbeing Strategy Consultation  
Postpoint 11  
Castlewood, Tickenham Road  
Clevedon  
BS21 7FW