

# BLEADON PARISH COUNCIL

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Bruce Poole BA (Hons) FSLCC MMC  
Parish Clerk  
07453 358318



Rooftops  
10 South Street  
Burnham-on-Sea TA8 1BS

[parishclerk@bleadonparishcouncil.co.uk](mailto:parishclerk@bleadonparishcouncil.co.uk)

## Public Session

### Mr Roger Hart

Spoke in relation to planning application 20/P/1878/FUL – Erection of a general purpose agricultural building and asked that the Parish Council recommend refusal.

### Mr Terry Porter

Indicated how pleased he was to back at a meeting of the Parish Council and stressed in his verbal report the need to stay engaged with the District Council's consultation on the 2038 Plan

## MINUTES

**Minutes of a Virtual Meeting of Bleadon Parish Council held by way of Zoom on Monday 14<sup>th</sup> September 2020.** The meeting commenced at **7.05 pm** when the following business was transacted.

### PRESENT

**Chairman Gill Williams with Councillors ID Clarke Steve Hartree Andy Scarisbrick Rob Tyson Mary Sheppard and the Parish Clerk Bruce Poole**

In addition there was four members of the public present for both part of and all of the meeting.

**335.1 To receive Apologies for Absence and to approve the reasons given.**

None

**335.7 Resolutions**

**(1) To resolve to appoint up to three persons to fill the current Parish Council vacancies.**

The Chairman indicated that the Parish Council had another volunteer who was seeking to be Councillor namely Mrs Ann Davies who had prior to the meeting circulated a resume of herself and why she wished to become a councillor. She was asked a number of questions for which replies were given and on the conclusion of which the Chairman moved to a vote. She was subsequently elected unanimously.

She then undertook to repeat the Declaration Office which she agreed to sign and send to the Parish Clerk.

**335.2 Declarations of interests**

**335.6.1 - 20/P/1878/FUL – Councillor Mrs M Sheppard.**

**335.7.2 – Reasons for absence – Councillor S Hartree.**

**335.3 To approve and sign as a correct record the Minutes of a Virtual Meeting of the Parish Council held on Monday 20<sup>th</sup> July 2020.**

Resolved that the Minutes of the Virtual Meeting of the Parish Council held on Monday 20<sup>th</sup> July 2020 as circulated be taken as read approved as such and signed by the Chairman (subject to the undermentioned amendment.

- That the following words be entered into the said Minutes – Reference 334.4.vii

“Agreed that that the Parish Council should arrange for a concrete base to be laid once it was known what the exact location was going to be.”

**335.4 Matters for report information purposes only**

- (a) Defunct Defibrillator 334.4.(i)

Now thanks to the Village Ranger the equipment was now operating fully.

- (b) Dropped Pavement 334.4(ii)  
(c) Coronation Hall – Fire Inspection 334.4(iv)

The Clerk was asked why there had not been any action on these two items to which he responded that it was due entirely down to the reluctance of officers to make personal visits during the Covid-19 Pandemic.

- (d) “Tommy there but not there” 334.4.(v)

Work in progress

- (e) Bleadon Village News 334.4.vi

The first issue by the newly appointed Village New Editor’s had been published.

- (f) WI Bench 334.4.(vii)

The next step in the process is firmly in the hands of the WI

- (g) AGAR 2020 334.4.(x)

Several queries were raised by the External Auditor as to why the Parish Council amended the Internal Auditor’s Report and was asked to revert back to his original answer. Also asked to amend two typos which were countersigned by GW & BP. Undertaken.

- (h) Village Covid-19 Group 334.4.(xi)

For the time being a link has been placed on the Parish Council Website to the Village Covid-19 Group

- (i) Toilet Cleansing 334.4.(xiv)

Councillor Clark asked why when a decision had been recorded within a previous set of Minutes a different contractor was appointed. The Clerk responded by saying that the quote received after the meeting represented a better outcome for the Council and cheaper which was why he took the decision that he did. He was happy to take responsibility for the amended action

- (j) Personnel Committee – Representatives and Portfolio Holders 334.7.2/3&4
- Members of the Personnel Committee – Village Representatives and Portfolio Holders all now listed on the Website.
- (k) Installation of Dog Bin 334.7.6
- Waiting the delivery of the order
- (l) RoSPA Report 334.7.12
- Recommended works now completed see Attachment A
- (m) Council Policies 334.7.14
- Newly approved and reviewed policies now updated on the Website
- (n) Allotments – Plots Lower2 Lower & Lower 3 Lower 334.9.a
- Requested letter written informing the current occupant that his agreement was being brought to an end because the two allotments that he occupied had not been cultivated for some time. Two people on the waiting list had been advised that they could take up agreements
- (o) Parish Council Web Site – Additional Pages 334.9.m
- For the time being a link has been placed on the Parish Council Website to the Village Covid-19 Group.

### 335.5 Chairman’s Announcements

She expressed the Council’s thanks to Councillors I D Clarke and Mary Sheppard for the work they were undertaking in bringing the asset register up to date. The Chairman was then asked if the second filing cabinet that had been stored temporarily in her garage had been returned to the Coronation Hall. The Clerk pointed out that it simply was not possible at the present time as there was insufficient room in the storage cupboard. Questions were then asked as to the whereabouts of some coins that were listed on the asset register which received a blank response from all.

### 335.6 Planning

#### 1. To note the following applications received and the comments made by the Parish Council

Number	Application Details	Position
20/P/0793/FUH	<b>Erection of a detached garage – Hoveland Shiplate Road Bleadon BS24 ONG</b> <b>04/06/20</b> <i>The Parish Council recommended approval – by e-mail 01/07/2020</i>	
20/P/1081/FUH	<b>Change of 1no east elevation window into a glazed door to become the main entrance giving level access to the small lobby and erection of an oak ‘Porch’ surround above new doorway – Church Room Rectory Lane Bleadon – 06/08/20</b> <i>The Parish Council recommended approval and it was their belief that the property would greatly enhanced by the proposals, - by e-mail 01/07/20</i>	
20/P/1139/FUL	<b>Construction of a two storey dwelling – Land adjacent to the Lay-By to the East of Bridgwater Road. – 06/07/20</b> <i>The Parish Council has previously recommended refusal of this application and saw no reason to change their view and therefore recommended refusal– by e-mail 01/07/20</i>	

20/P/1125/FUH	<i>Demolition of outhouse patio and single detached garage and proposed 3 storey rear extension – Newlands Shiplate Road Bleadon BS24 ONG – E3 34227N156931 27/07/20</i> Following a visit to the property it was agreed that the recommendation should to approved – by e-mail 09/07/20	
20/P/1365/FUH	<i>Demolition of boiler room to side of property. Demolition of garage to rear of property. Erection of ground floor side/rear extension and car port area with extension of loft space above. Adjustment of existing single front dormer to provide 2 x new dormers. Provision of a rear dormer and 2 no roof lights within roof plane. Erection of a single storey utility room to opposite side. Alterations to external materials from render to Cederne cement cladding and existing concrete roof tiles to be replaced with slate effect roof tiles. – Avilion Roman Road Bleadon BS24 OAD – E334669-N157673 – 21/07/20</i> The Parish Council recommended approval – by e-mail 01/07/2020	
20/P/1458/FUH	<i>Proposed ground floor extension of existing bungalow with associated alterations – Windrush Roman Road Bleadon BS24 OAD. The Parish Council recommended approval – by e-mail 02/07/20</i>	Approved 24/08/20
20/P/1878/FUL	<i>Erection of a general purpose agricultural building – Land of Bleadon Road Bleadon – 12/09/20 – previous application 17/P/1178/FUL dated 17/11/2017 was approved with conditions. The Parish Council recommended refusal on the grounds that height had increased by 1.5 metres from the previous application. – by e-mail 16/09/20</i>	
20/P/1918/FUH	<i>Proposed erection of a two storey rear extension to link the main dwelling to the detached rear garage – first floor above the garage and erection of a dormer to the front elevation – 20 The Veale Bleadon – 04/10/20</i> The Parish Council recommended approval – by e-mail 16/09/20	
20/P/1952/FUH	<i>Installation of a Summerhouse on existing raised patio to the North East Corner of the site – Wonderstone Cottage Shiplate Road Bleadon – 08/09/20</i> The Parish Council recommended approval by e-mail 16/09/20	

2. To note the submission of an Appeal – APPD0121/W/20/3257039 – Land South of Purn Road Bleadon 19/P/2550/FUL
3. To note the current list of enforcement cases for Bleadon  
Both Noted

### 335.7 Resolutions

- (1) To resolve to appoint up to three persons to fill the current Parish Council vacancies.  
See commencement of the meeting
- (2) To resolve to accept the reasons for absence from April to August from Councillor Steve Hartree.  
  
The Clerk explained the reason why this particular resolution was on the Agenda which was to prevent automatic expulsion due to non-attendance at meetings over a period of six months. (Section 85 Local Government Act 1972).  
  
Resolved to accept the valid reasons given as to why Councillor Hartree had been absent from Meetings during the period of April to August 2020.
- (3) To consider a request from Bleadon Youth Club and Friends of Bleadon Church to grant consent to erect a storage facility to the rear of the Youth Club Building in order to store material for the Village May Day Fayre  
  
Resolved to grant such permission on the condition that any planning requirements were obtained before construction.
- (4) To resolve what steps should be taken to replace the damaged shelter at Celtic Way Bleadon.

Discussion was had as to why this matter had taken so long to resolve bearing in mind the collapsing of the shelter through storm damage was back in 2014.

Resolved that the matter as to what type of shelter and the level of funding to be provided be placed on the October Agenda for formalising

- (5) **To regularise the appointment of Miss Ellie Young as the Editor of the Bleadon Village News.**

Discussion was had as to how the Miss Young was introduced to the Parish Council as a potential candidate for the post of the Bleadon Village News Editor. A full time line explanation was given. A question was also asked regarding the “apparent non advertising of the post of Editor” as requested whereby the Clerk pointed out that such an advert had appeared on the Village Website which in the final outcome did not produce any results.

Resolved that the Chairman of the Personnel Committee Councillor Andy Scarisbrick together with Councillors Ann Davies and Rob Tyson would form a working party in order to generate “Heads of Agreement” for recommendation to the Parish Council at the October Parish Council Meeting.

- (6) **To set a date for the next meeting of the Village Neighbourhood Plan Working Group.**

The Chairman gave a full account as to the reasons why such a meeting had not yet taken place due mainly to the onset of Covid-19. It was agreed that the Clerk would organise a prospective date asap.

- (7) **To agree action in respect to the cracking of the Church Boundary Wall near to the South Hill Footpath.**

Resolved that the necessary remedial repairs be undertaken as quickly as possible.

- (8) **To consider whether or not to respond to The Ministry of Housing Communications and Local Government consultation in respect to the papers recently circulated by NALC entitled :**

- |     |         |  |
|-----|---------|--|
| (a) | PC10-20 | Changes to the Current Planning System                 |
| (b) | PC11-20 | White Paper: Planning for the Future                   |
| (c) | PC12-20 | Transparency and Competition:<br>Data and Land Control |

Resolved not to take any action on the basis that what was being asked for was too complicated and had very little bearing on the Parish Council.

- (9) **To note the formal granting of Licence between the Parish Council and Wessex Water Services Ltd in respect to the parcel of land immediately in front of the pumping station on Bleadon Road.**

- (10) **To note that the Parish Council Website has been found to comply with Website Accessibility Regulations**

Both actions noted

- (11) **To resolve to receive the Draft Minutes of the Personnel Committee Meeting held on the 10<sup>th</sup> August and note the decisions thereto:**

**Noted**

It was observed that because of the above action some tweaking will as a result need to be undertaken within the Code of Conduct Policy

**(12) To resolve to adopt the following Policies:**

- (i) Councils Risk Assessment Policy**
- (ii) Retention Policy**
- (iii) Accessibility Policy**
- (iv) Reserves Policy**
- (v) Recording of Decisions made by Officers Policy**
- (vi) Investment Policy**
- (vii) Freedom of Information Policy**

**Resolved** to adopt the listed policies

**(13) To note the circulation by E-Mail of the month end accounts for July & August 2020****(14) To note the Remittance Advice from North Somerset in the sum of £25,000 in respect to Precept No.2**

**Both submissions noted**

**335.8 Finance**

(60)	Mr B Poole	Clerks Salary - August	1394.36	
(61)	Blue Spot	Yoilet Deep Clean	150.00	
(62)	Zoom	Meeting Charge – August	11.99	2.40
(63)	Digital River Island	Scanning System	47.80	9.56
(64)	Cartridge People	Ink Cartridges	55.74	11.15
(65)	GB Sports & Leisure	August Inspection Report	15.00	3.00
(66)	3G Mobile	August	24.50	
(67)	SLCC	Annual Subscriptionq	£265.00	
(68)	SSE Electricity	Public Toilets	47.00	2.35
(69)	Mr B Poole	Home Working – August	26.00	
(70)	Opus Energy	Street Lighting	25.62	1.23
(71)	Webglu	July Updates	150.00	30.00
(72)	Webglu	Enhancements & Accessibility	570.00	114.00
(73)	Westcroft Eggs	Compost	75.02	15.00
(74)	Mr A Leonard	Project Services – August	728.00	
(75)	Mrs F Thomas	Toilet Cleansing – August	250.00	
(76)	Mr A Leonard	Supplying.Fitting Soap Dispenser	26.78	
(77)	SLCC	Virtual National Conference	20.00	5.00
(78)	Miss E D Young	Bleadon Village News Editorship	350.00	
(79)	Opus Energy	Street Lighting	10.76	0.54
(80)	Viking Direct	Stationery	9.98	
	Viking Direct	Stationery	39.47	
(81)	ZOOM	Meeting Charge – September	11.99	2.40
(82)	Webglu	Website Hosting – Oct-Dec 20	70.00	14.00
(83)	Webglu	Website Hosting – NP – Oct-Dec 20	60.00	12.00
(84)	Webglu	Website Updates – August	75.00	15.00

(85)	Mr A Leonard	Strimming Allotments 2 & 3 Lower	70.00
(86)	Taylor Thorne	Bleadon Village News – Issue 115	675.00
	Taylor & Thorn	Additional Copies – Bleadon Hill	175.00
(87)	Pata	Payroll Services Jly-Sep	23.25

### 335.9 Matters raised for information purposes only from Portfolio Holders

- (a) Allotments and Churchyard

Resolved that arrangements should be made to have the Allotment Hedges be cut and a supply of scalplings be purchased so that they might be spread on the surface of the top Roman Road lay-bye

- (b) Public Rights of Way and Footpaths  
(c) Neighbourhood Watch and Community Safety  
(e) Roads and Transport

- (f) Play Area

A verbal report was given as to a lady who had recently caught one of her fingers in the locking mechanism of the Children’s Play Area entrance gate. Remedial action had already been actioned.

- (g) Bleadon Village News

Issue 115 had just been published and ready for delivery.

- (h) Youth Club

- (i) Coronation Halls Management Committee

The Management Committee was scheduled to meet on the 17<sup>th</sup> September.

- (j) ALCA  
(k) Neighbourhood Plan Group  
(l) Bleadon in Bloom

Nothing tangible to report

- (m) Parish Councillors

Cllr. Steve Hartree

Indicated that he would expect to see on the October Agenda the subject of “Overview of the 2020-2021 Accounts”.

Cllr. I D Clarke

She asked the Chairman whether or she was planning to apologise to a resident who had sent her an e-mail and had subsequently forwarded the original e-mail to the Clerk with her own comments as to points raised in the e-mail which had also been sent in error to the resident. The Chairman explained that it was in error that the resident had been copied in however she felt the comments that she had made had been what she

felt at the time. She was not considering providing an apology for the error albeit that it was an unfortunate one.

(n) Parish Clerk

Reported under 335.9.

### **335.10 Correspondence**

- |      |                           |  |
|------|---------------------------|--|
| (1)  | NS                        | Consultations – Local Plan   |
| (2)  | NS                        | Town & Parish Digest   |
| (3)  | PKF Littlejohn LLP x 2    | AGAR queries   |
| (4)  | Bleadon Bob               | Further Questions  |
| (5)  | NS                        | Town & Parish Digest – Issue 48 29/07/20   |
| (6)  | PATA Payroll              | Salary Documentation – Aug   |
| (7)  | Three G                   | Mobile Phone x 2   |
| (8)  | NS                        | Addition of Bridleway AX21/11 Loxton and AX18/11 Hutton  |
| (9)  | NALC                      | New Legislation – Full Details of Meetings on the Agenda   |
| (10) | Countryside               | Voices – Summer 2020<br>Fieldwork - Summer 2020  |
| (11) | Mrs K Hemmingway          | Overgrown Vegetation - AX6/04/10 Walborough Reserve.   |
| (11) | Wessex Water Services Ltd | Concluded and Signed Licence Agreement   |
| (12) | Bleadon Covid-19 Group    | Update from Sara Hughes  |
| (13) | GB Sports & Leisure       | Playground Inspection Report – August  |
| (14) | NALC                      | PC10-20 Changes to the Current Planning System<br>PC11-20 White Paper: Planning for the Future<br>PC12-20 Transparency and Competition:<br>Data and Land Control |
| (15) | NS                        | Register of Electors – August Amendments   |
| (16) | JPAG                      | Practitioner’s Guide 2020<br>List of Key Changes<br>Letter from JPAG   |
| (17) | CPRE Avon & Somerset      | Lack of Income   |
| (18) | MHC&LG                    | Letter from Simon Clarke MP  |

### **335.11 Date and Time of next Parish Council Meeting – Monday 12<sup>th</sup> October 2020**