

BLEADON PARISH COUNCIL

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Coronation Hall
Coronation Road
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Minutes of the Full Parish Council meeting held in the Coronation Hall at 7pm on Monday 9th September 2019.

Present: Councillors Kirsten Hemingway, Steve Hartree, Jo Richardson, Dave Sharman, Gill Williams. District Councillor Terry Porter. 8 members of the public. Clerk to Council: Naomi Bibi.

[In the absence of the both Chairman (who had resigned from Council as of 21st August 2019) and the Vice Chairman (who had sent apologies), Council members nominated and elected Cllr Hartree to chair the meeting.]

326.1 Election of Chairman and Declaration of Acceptance of Office

Cllrs Sheppard (in absentia) and Williams received nominations as Chairman. Members voted in favour of Cllr Williams who was elected Chairman of Council. The meeting continued with Cllr Williams as Chairman.

326.2 To Receive any apologies for non-attendance.

Apologies were received and accepted by Cllrs Scarisbrick and Sheppard.

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

Cllrs Hemingway and Sharman declared an interest in agenda point 326.25.

326.4 To Invite public participation.

i) There was none.

ii) District Councillor Porter updated members on the Joint Spatial Plan (JSP) and stated that North Somerset Council were not in favour of the plan as it stood.

He updated members that there would be an appeal on 18th October re. the proposal for 200 houses being built on the fields in Bleadon (Planning Ref. 17/P/5545/OUT and Appeal Ref. 18/00054/AT02). He would update on this duly.

Cllr Porter also reported that there was a proposal for parishes to set their own speed limits, with this being discussed at the next North Somerset Council Full Council Meeting.

iii) Police Report for August = 18 Calls Received (5 x Road Related; 1 x Suspicious Person/Vehicle; 2 x Abandoned 999 call; 1 x Harassment; 1 x Concern).

Cllr Hemingway informed members that there had been reports of a man on a public footpath with an unsheathed gun on Hellenge Hill at circa 3pm on 8th September.

Council members **RESOLVED** that: the Clerk should report this incident to the police and put them in contact with Cllr Hemingway for further details / video footage.

326.5 Exchange of Information between Councillors

Cllr Hemingway requested that "Plastic Free Bleadon" be added to the agenda for the October meeting.

Cllr Sharman updated members that three village businesses had to date signed up to go "plastic free". He explained that one of the criteria to being officially "plastic free" was to have a minimum of three businesses either give up entirely, or make a suitable swap for plastic usage. Cllr Sharman also updated members that he would be meeting with the school to discuss the initiative.

The Chairman asked if it would be possible to have an article in the Bleadon Village News December edition.

Council members **RESOLVED** to: ask Cllr Hemingway to include an article about Plastic Free Bleadon in the December edition of Bleadon Village News.

326.6 To Confirm Interim Clerk appointment

Cllr Hartree updated members that the previous Clerk to Council had initially suggested up

to 20 hours of additional work to assist with the handover to the new Clerk, however this was now more likely to be in the region of 10-12 hours. He explained that there was provision in the budget and that it was beneficial to enable a smoother handover. Members **RESOLVED**: to accept payment to the previous clerk for up to an additional 12 hours, for which an invoice would be received.

- 326.7 To Approve the Minutes of the Extraordinary Meeting held on 20th August 2019**
The minutes were approved as a true and accurate record.
- 326.8 To Appoint two additional councillors to the Finance and Personnel Committee**
Members appointed Cllr Richardson to the Finance and Personnel Committee.
It was requested that the item be added to the following agenda for another member to be added.
Re. the date of the next meeting, the Chair of the Committee would liaise with the Clerk to circulate possible dates.
- 326.9 To Confirm compliance with the recommendations of the Legionella Risk Assessment of the public conveniences**
There were two recommendations – to locate and label the mains water stopcock and to comply with logbook documentation and record keeping. Both of these had been completed and members confirmed compliance.
- 326.10 To Approve new/revised policies/procedures/statements**
Council **RESOLVED** to: approve and adopt the Grievance and Discipline Policy, the Legionella Precautions Statement and the Vexatious Correspondence and Complaints Policy.
- 326.11 To Consider the Appeal regarding Mendip Model Motor Racing Club**
Application 18/P/4956/OUT had been previously supported by Bleadon Parish Council and members **RESOLVED** to: support the appeal (APP/D0121/W/19/3230061) on the proviso that the Mendip Model Motor Racing Club adopt a policy with regards to providing suitable facilities to ensure litter and recycling could be disposed of appropriately without leaving a mess.
ACTION: The Clerk to submit this comment on behalf of Council.
- 326.12 To Consider Planning Applications on NSC weekly lists to 8 September.**
There were no applications submitted to consider.
- 326.13 To Note applications /appeals decisions to 8 September.**
18/P/5070/FUL land Adjacent Rivermead, Purn Way - APPROVED
19/P/1004/FUH Hilltop House, Shiplate Rd - APPROVED
NOTED
- 326.14 To Note applications / appeals not yet decided.**
19/P/0835/OUT Bleadon Quarry (Marshalls), Bridge Road.
19/P/1453/FUL Mendip Way Farm, Canada Coombe.
19/P/1625/FUL Hillgate House Yard, Bridgwater Road.
19/P/1763/TPO17 Coronation Road. T1 - Copper Beech.
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
17/P/5545/OUT 200 homes, off Bleadon Road (appeal Inquiry adjourned)
NOTED
- 326.15 To Consider any legislation (new, amended, or potential) affecting the parish.**
Members discussed the earlier comments made by District Councillor Porter with regards to Parish Councils being able to set their own speed limits.

- 326.16 To Consider VE Day Celebrations Friday 8th May 2020.**
 A Working Group was established with the following members appointed to organise the VE Days Celebrations: Cllrs Hemingway, Richardson and Sharman.
 It was **RESOLVED** that: a tea party should be organised, involving all the different village groups. Members of the Working Group should send a letter out to appropriate groups (e.g. the WI, the Church, Bleadon in Bloom, as well as those groups who use the Coronation Hall) to discuss plans and involvement.
 It was **RESOLVED** that: Cllr Kirsten Hemingway put an article about the event in the next edition of the Bleadon Village News.
- 326.17 To Receive the Neighbourhood Planning Group update and Consider any recommendations**
 Cllr Williams informed members that the Neighbourhood Planning Group had met with Mr Graham Quick on 21st August, who was doing some work on the Neighbourhood Plan for the Parish Council. The previous survey carried out had highlighted five main areas, and at this stage Mr Quick would be focussing on two of these.
 Cllr Williams also commented that the grant had been received and paid into the Council's bank account.
- 326.18 To Approve a gift voucher to Mr Steve Griffith for photographs.**
 Council members **RESOLVED** to: send a gift voucher to the value of £25 to Mr Steve Griffith for the aerial photographs of the village that he took. The Clerk should liaise with the former clerk to ascertain which shop the voucher should be for.
- 326.19 To Consider allocations from Reserves, including:**
 £1,200 for works to the car park entrance. The previous Clerk had still been waiting for confirmation from North Somerset Council that the entrance could be widened by one dropped kerb. At the time of the meeting there had still been no notification. (A quotation from an approved contractor must be submitted with the application (and fee) for 'streetworks' permission.)
 Council **RESOLVED** to: delegate authority to the Clerk to proceed with this piece of work, liaising with North Somerset Council, obtaining quotes from approved contractors, and commissioning the work, providing it could be done within the allocated budget.
- 326.20 To Note the bank balances at 31 August 2019**
 Deposit = £64,3438.54. Current = £3,247.23.
NOTED
- 326.21 To Consider reviewing the contribution towards WIFI in the Coronation Hall**
 BPC agreed previously to contribute £25 per year towards the cost of WIFI, considering it to be a benefit to all users of the halls. This has not yet been paid to the Hall Management Committee. Circumstances have changed now that the CCTV uses WIFI as well.
 It was **RESOLVED** to contribute one-third of the new cost of the WIFI in the Coronation Hall.
- 326.22 To Confirm new mobile phone contract**
 Council **RESOLVED** to: accept the new mobile phone contract which would be £23 per month for the next two years. This package included a new mobile phone as the previous one had belonged to the former Clerk. Currently the contract was in the Clerk's name, with payments coming from the Clerk's personal account, but this would be switched so that future payments would be made by direct debit from the Parish Council's account each month, and the contract would be switched to be held in the Chairman's name. (The Clerk to liaise with the Chairman to arrange this.)
- 326.23 To Confirm Clerk's attendance at SLCC Regional Training seminar**
 Council **RESOLVED** to: accept the Clerk's attendance at this seminar, taking place in Cheltenham on 30 October (£80.00 plus VAT).

326.24 To Note regular and other payments made, and income received

Payments

Method	Supplier	Purpose	Total	VAT inc
BACS	Clerk	Clerk salary August	776.18	
BACS	HMRC	PAYE&NI August	293.57	
DD	NEST	Pension August	37.38	
300847	Clerk	August Home working	17.33	
300847	Clerk	August – 44 miles	19.80	
300847	Amazon	Epson Workforce Pro WF3720 and ink	123.98	20.67
300847	Amazon	Spare printer ink (£26.99)	26.99	4.50
300847	SLCC	11 th Ed. Local Council Administration	108.79	0.80
300847	The Range	Laminator, sheets, pinboard	19.97	3.33
300849	Ranger	Contract August (38hrs + 4hrs dog bins)	588.00	
300850	F Thomas	Public Toilets cleaning August	225.00	
300852	Taylor Thorne	Maps for Neighbourhood Plan	72.00	12.00
300852	Taylor Thorne	BVN113 printing	595.00	
BACS	NSC	Uncontested election fee	45.00	
300845	DIAL	Grant	100.00	
300846	Bleadon PCC	Hire of Church Room 21 August (NP)	12.00	
300848	PKF Littlejohn	External Audit fee	360.00	60.00
DD	SSE	Public Toilets electricity	49.93	2.37
DD	Vodafone	August	18.04	3.01

Income

Pay in	Ch/cash/BACS	Details	Amount £	Invoice
	BACS	Blue Hearts trail map advertiser	25.00	18071

The above income and expenditure was noted.

326.25 To Receive the Bleadon in Bloom report and Consider any recommendations

It was recommended that the Parish Council contribute towards the cost of attending the Awards Ceremony for 'In Bloom – South West Region', taking place on 11 October 2019 in Newquay, Cornwall.

Members **RESOLVED** to: cover the cost of lunch (at £20) and travel (at 45p per mile) for Cllr Hemingway to attend, but that any additional volunteers or councillors who wished to go should cover the costs themselves.

A discussion was had about whether a second planter could be placed at the Bleadon Road entrance to the village to complement the one already there. Marshalls had previously confirmed that they were happy to donate a planter. It had been understood from the previous clerk that a licence would be required to place it on the highway, but some members believed the Parish Council owned this particular piece of land and would therefore not need a licence.

Council **RESOLVED** that: the Clerk contact North Somerset Council to clarify land ownership.

326.26 To Receive the Following Reports and Consider any recommendations:

- a) Allotments and Churchyard – Cllr Sheppard was absent and so no report was presented.
- b) Public Rights of Way and other footpaths – Cllr Richardson informed members that there was nothing to report.
- c) Marshalls Liaison – Cllr Richardson notified members that she had not heard from the Marshall recently.
- d) Neighbourhood Watch and Community Safety – Cllr Richardson informed members that there was nothing to report.
- e) Transport and Roads - Cllr Richardson informed members that there was nothing to

report other than the news learned earlier in the meeting with regards to Parish Councils possibly being able to set their own speed limits in the future.

- f) Play Area – Cllr Williams informed members that there was no update, but that the play area continued to be well-used.
- g) Bleadon Village News – Cllr Hemingway updated members that the last few copies were being delivered and that it had so far been well received. A crossword puzzle had been included, with the answers being published in the next edition. Cllr Hemingway also noted that they were slightly down on advertising this time.

It was noted that the list of Councillors was incorrect and that there was no mention that the magazine was a Parish Council publication.

Members **RESOLVED** to: suspend Standing Orders to allow a brief discussion with members of the public on the content of the Bleadon Village News publication. The consensus was that the publication was good, but there could be more “reporting” of actual events, and that it was lacking in “village-specific news”, for example, information on road closures and bus diversions. It was also said that a brief report of the Parish Council meeting would be good, encouraging readers to visit the Parish Council website to view minutes.

Cllr Hemingway confirmed that she would be happy to receive reports from parishioners.

Members **RESOLVED** to: resume Standing Orders.

326.27 To Receive the Following Reports and Consider any recommendations:

- a) Coronation Hall – A copy of the lease had been sent to NALC for legal advice; this item would be brought back to a future meeting when advice received.
- b) Youth Club – As above
- c) ALCA – Cllr Hartree confirmed that he would be attending the ALCA Meeting on 5th October and would duly report back.
- d) Chairman (inc Tripartite) – Cllr Hartree informed members that a meeting to discuss the new rubbish collection contract and wheelchair access needed to take place. Council **RESOLVED** that: the Clerk should call a meeting of the Tripartite.

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

Members noted that John Penrose's secretary had confirmed receipt of the Parish Council's letter regarding Bleadon being frack free.

The Clerk informed members that the Information Commissioner's Office (ICO) did not require any further information with regards to the CCTV.

Regarding the beech trees at Celtic/Roman junction, the previous Clerk had requested quotes for an assessment / tree works (crown reduction) to be carried out. Once all quotes were received, works would be undertaken.

The Clerk informed members that invoices had been sent out to all allotment holders for next year's rent.

The Clerk previous Clerk had requested legal advice from NALC regarding the Youth Club lease.

Members were notified that all councillors have now signed the bank mandate; that the CCTV named operators' list had been updated; that the New Clerk pension details had been submitted and payroll established. It was also noted that in future, and nitrous oxide cannisters that are found dumped will be reported as fly tipping.

326.29 To Consider renewing the Ranger contract (end date 1st November 2019).

Members **RESOLVED** to: extend the current Ranger's contract under the same terms.

326.30 To Note the date of the next Parish Council Meeting.

The date of the next meeting as Monday 14th October 2019 was noted.

The meeting closed at 8:50pm.