

BLEADON PARISH COUNCIL

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Rooftop
10 South Street
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Public Session MINUTES

Minutes of a **Virtual Meeting** of **Bleadon Parish Council** held by way of Zoom on **Monday 8th June 2020** that commenced at **7.00 pm** when the following business was transacted.

PRESENT

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

In addition there was one member of the public present.

The Clerk advised the members that the meeting was being recorded for the purposes of background information if required and would be deleted immediately once the minutes had been drafted.

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

Councillor Steve Hartree

332.2 Declarations of interests

None

333.3 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Monday 9th March 2020.

Resolved that the Minutes of the Parish Council Meeting held on Monday 9th March as circulated be taken as read approved as such and signed by the Chairman

333.4 Past Matters for report purposes only.

- | | | |
|-------|---|---------|
| (i) | Defunct Defibrillator (Mr M Gammons) | 332 |
| (ii) | Flooding in Purn Way (Mr Chatterley | 332 |
| | Confirmation from NSDC that work is in progress – 1755498 | |
| (iii) | Casual Vacancy | 332.7.1 |
| | Register of Interest completed | |
| (iv) | Dropped Pavement | 332.5.1 |
| (v) | Youth Club Lease | 332.5.4 |
| | No action taken because of Covid-19 | |

(vi)	Moving of Fence Now completed	332..5.5
(vii)	Coronation Hall – Fire Inspection No action takern because of Covid-19	332.5.7
(viii)	“Tommy” – there not there Work in progress	332.11
(ix)	Bleadon Village News It was confirmed that a volunteer was still being sought to be the Editor.	332.12
(x)	Location – WI Bench No action takern because of Covid-19	332.7.4
(xi)	Excess of mud in Purn Way See 333.8.2	332.10.2
(xii)	Blocked Gully I Accommodation Road NSDC Confirms matter completed – 1755478	
(xiii)	Blocked Gully – Bridge Garage NSDC reports issue in progress – 1755486	
(xiv)	Closure of Car Park – May Fayre Details confirmed	332.10.6

333.5 Chairmans announcements

None

333.6 Planning – To note the e-mailed observations.

<p>20/P/0285/FUL</p>	<p><i>Demolition of existing house workshop and outbuildings and erection of 4 new dwellings – Wallflower House 30 Coronation Road Bleadon Somerset BS24 OPG – 15/05/20</i></p> <p><i>In its present form the parish council objects to the proposed planning application.</i></p> <p><i>Bleadon Parish Council acknowledges that this site requires development but in doing so the developer needs to be recognisant of the location of this site it being in the centre of the village. Due to it occupying the gradient of the hill which currently overlooks the church and surrounding cottages the development needs to be conversant and sympathetic to the local properties the majority of which are constructed of stone.</i></p> <p><i>The present development does not take into account the general ambience of this part of the village and in the view of many residents the present layout is over development. Four three storey houses in this location is simply not appropriate. As previously stated the Parish Council supports development of this site as did the majority of the respondents to Neighbourhood Plan survey but it has to be in keeping to the local environment and beneficial to its surrounding environs.</i></p> <p><u>Comments submitted to Mike Cole Case Officer on the 27th April 2020</u></p>	<p>APPROVED 14/05/20</p> <p>Currently before the Court to correct the error</p>
<p>20/P/0400/FUH</p>	<p><i>Single storey extension to provide porch and wet room bathroom – Hillside Cottage Shiplate Road Bleadon BS24 ONG - 22/04/20</i></p> <p><u>The Parish Council recommended approval – by e-mail 14/04/2</u></p>	<p>Approved 17/04/20</p>

20/P/0427/FUL	<i>Retrospective application for holiday let chalet with raised decking and canopy – 21/03/20</i>	
20/P/0603/LDE	<i>Certificate of lawful development for exiting use of yard at Woodlands Farm for mixed storage of vehicles trailers generators and a metal container (B8) and for vehicle and equipment maintenance (B2) –Land at Woodlands Farm Mearcombe Lane Bleadon BS24 ONZ 30/04/20 <u>The Parish Council advised North Somerset on line that it had no objections</u></i>	Approved 08/05/20
20/P/0650/FUH	<i>Certificate of lawful development for exiting use of yard at Woodlands Farm for mixed storage of vehicles trailers generators and a metal container (B8) and for vehicle and equipment maintenance (B2) –Land at Woodlands Farm Mearcombe Lane Bleadon BS24 ONZ 30/04/20 <u>The Parish Council advised North Somerset on line that it had no objections</u></i>	
20/P/058/FUH	<i>Demolition of existing single garage and construction of double garage with adjoin home office/storage extension – Edgehill Celtic Way Bleadon BS24 ONA - 07/05/20 <u>The Parish Council recommended approval - by e-mail 14/04/20</u></i>	Withdrawn 07/05/20
20/P/0833/FUH	<i>Demolition of conservatory. Erection of single storey side extension and loft conversion – Alwoodley Hilcote Bleadon BS24 9JR – 27/04/20 <u>The Parish Council recommended approval – by e-mail 14/04/20</u></i>	
20/P/0853/FUH	<i>Proposed construction of a new porch and proposed new side window to South elevation. – Cobblestones Purn Way Bleadon BS24 0QE <u>The Parish Council recommended approval – by e-mail 14/04/20 – 06/05/20</u></i>	

Noted

333.7

Resolutions

1. To resolve to adopt Supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings and this lasts until May 7th 2021 or the repeal of legislation whichever is the earlier.
Resolved to adopt the Supplementary Standing orders
2. To consider applications from prospective candidates to fill by co-option three casual vacancies.
It was noted that there were two people showing an interest.
3. To consider a suggestion from the Bleadon in Bloom Group that any unused budgeted monies from 2019-2020 be transferred over and added to the 2020-2021 budget
Resolved that the unused 2019-20 budget in the sum of be transferred and added to the 2020-21 budget.
4. To receive a Financial Statement for the year 31st March 2020
Received with a copy set out on the website

- (a) **To receive the Internal Auditor's Report and note its contents.**
Received and the comments relating to a review of the current risk assessment was duly noted.
- (b) **To approve the Annual Governance Statement**
Received and the comments regarding the review of the Risk Assessment was noted.
- (c) **To approve the Accounting Statements (Section 2).**
Approved with the agreement that in Section H it be marked no as opposed to yes
- (d) **To set the commencement date for the exercise of public rights.**
Resolved to note that the commencement of the period was the 15th June culminating on the 24th July 2020
5. **To agree dates of the Parish Council Meetings 2020-2021.**
Resolved to agree on the dates previously circulated
6. **To agree retrospectively the purchase of 9 personal Samsung Galaxy iPads and to note the terms of the policy for their use.**
Resolved to retrospectively approve of the purchase of 9 personal Samsung iPads and to agree also on the terms of the said policy. *(copy attached to the website)*
7. **To note the agreed change of energy supplier from SSC to**
Noted
8. **To agree retrospectively to an initial start-up donation of £100.00 to the Bleadon Covid-19 Group**
Agreed retrospectively to make a donation of £100.00 to the Bleadon Covid-19 volunteer group.
9. **To give consideration to supporting a further financial contribution to the Bleadon Covid-19 Group in order to maintain their sustainability and viability for the foreseeable future.**
After some debate and an explanation from the Clerk as to the anticipated receipt of a small business grant of £10,000 from North Somerset it was:
Resolved that a sum of £1,000 be considered once the level of North Somerset's Grant was known.
10. **To resolve to seek permission from the landowner possibly North Somerset Highways in order to place a planter in The Mill.**
Resolved to take the appropriate action with one vote against.
11. **To resolve to seek three quotations for the deep cleaning of the village toilets.**
Resolved to take the appropriate action

1. To approve the Parish Council's regular payments.

Payee	Item	Review Date
A Leonard	Ranger Contract	Monthly
Came & Co	Insurance	Annually
B Robinson	Church Clock Maintenance	Quarterly
Parish Clerk	Monthly Salary	Monthly
HMRC	PAYE & NI	Monthly
ICO	Information Commission Office Registration	Annually
GB Sport	Children's Play Area Inspections	Montly
WebGlu	Website Hosting	Quarterly
3G	Mobile Phone	Monthly
PATA	Payroll Services	Quarterly
F Thomas	Toilet Cleaning Contract	Monthly
EDF	Street Lighting	Quarterly
Unity Trust	Banking Charges	Quarterly
SSE Enterprises	Public Toilets	Quarterly

Approved**2. To note the following items of expenditure for the month of March.**

(205) PATA	Payroll Services	12.75	
(206) Mr B Poole	Salary March	1396.15	
(207) 3G	Mobile Telephone	26.77	
(208) Strutt & Parker	Bleadon Allotments	72.50	
(209) Mr Sharman	V.E.Day Cross	65.70	15.75
(210) Vista Print	Business Cards	33.98	6.80
(211) GB Sports & Leisure	March Inspection	15.00	3.00
(212) Village Ranger	Contract March	525.00	
(213) Mrs F Thomas	Toilet Contract	150.00	
(214) Coronation Hall	Electric Contribution	150.00	
(215) Youth Club	CCTV Contribution	200.00	

Noted**3. To note the following items of expenditure for the months of April and May**

(1) ALCA	Annual Subscription	248.33	
(2) NS	Rates – 2021 – Toilets	464.07	
(3) Microshade	Annual – Kapersky	36.00	7.20
(4) EDF Energy	Street Lights	311.33	13.44
(5) Mrs N Bibi	Mileage Claim	66.60	
(6) Viking	Stationery	123.17	24.63
(7) Mr B Poole	Salary – April	1394.36	
(8) Rialtas	Annual Subscription	224.00	44.80
(9) 3G	Mobile Telephone	20.41	4.09
(10) Viking	Postage	9.58	
(11) Springback Binders	Minute Book Binder	23.33	4.67
(12) Cartridge Save Co	Printer Cartridges	44.41	8.88

(13)	WebGlu	NP – Jan/Mar	60.00	12.00
(14)	WebGlu	Website Jan/Mar	70.00	14.00
(15)	Mrs F Thomas	Toilet Cleaning – Apr	125.00	
(16)	Nisbets	Supply of Toilet Rolls	26.58	5.31
(17)	Sheerjh	Postage	31.44	
(18)	Village Ranger	Contract – Apr	588.00	
(19)	Mr B Poole	Home Working – Mar	17.33	
(20)	Parish Online	Annual Subscription	81.00	16.20
(21)	Cartridge People	Ink Cartridges	45.82	9.17
(22)	Mr B Poole	Clerk’s Salary – May	1394.36	
(23)	Mr B Poole	Home Working – Apr	26.00	
(24)	Mr B Poole	Home Working – May	26.00	
(25)	3G	Mobile Telephone	24.00	4.80
(26)	GB Sports & Leisure	Annual Inspection	80.00	16.00
(27)	Horizon Telecom Ltd	Samsung Galaxy iPads	1931.25	386.25
(28)	Village Covid-19 Group	Donation	100.00	
(29)	Mr Richard Young	Internal Audit Fee	50.00	
(30)	Mrs F Thomas	Toilet Cleansing – May	250.00	
(31)	Village Ranger	Contract – May	686.00	

333.9 To receive any urgent reports

- (a) Allotments and Churchyard
It was noted that there was currently a waiting list of two
- (c) Marshalls Liaison
Agreed to remove this item from the regular agenda
- (e) Play Area
It was noted that the Play Area would remain closed until such time that the broken canopy has been replaced.
- (f) Bleadon Village News
It was agreed that the advert regarding the current vacancy should be given greater emphasis by being placed on as many village platforms as possible.
- (j) ALCA
This prospective meeting because of current conditions is likely to be held if at all by way of a virtual meeting.
- (l) Bleadon in Bloom
It was noted that Cllr, Andy Scarisbrick was prepared to act the Council’s representative with the group.
- (m) Parish Councillors
 - (a) Cllr. ID Clarke spoke about a number of concerns she had where statements in the past had been minuted but did not always reflect the correct position. It was confirmed that work would be concentrated on the following matters:
 - (i) Risk Assessment
 - (ii) Asset Register
 - (b) Cllr. Andy Scarisbrick suggested that an additional dog bin needed to be installed between Purn Lan and the allotments
 - (c) Cllr. Rob Tyson raised the question of increased dog mess in the village
 - (d) Concern was raised that there was signs of rot to the shelter outside the Vicarage.

(n) Parish Clerk

He reiterated the rationale behind the expected grant of £10,000 and that he would advise the members as and when the sum had been received.

He also made reference for purposes of the minutes that the 2020 Annual Parish Meeting (APM) was not held due to the Covid-19 Regulations issued by Government Legislation.

333.10 Correspondence

(1) ICO	Confirmation of Registration 2022
(2) GB Sports & Leisure	Playground Inspection report –17/03/20
(3) PATA Payroll	Tax Year End arrangements
(4) Clerks & Councils	Direct – March 2020 – Issue 128
(5) NSC	Electoral Register Updates – Jan & Feb
(6) PKF Littlejohn	External Audit postponement
(7) NSC	Town & Parish Digest – Issue 44 31/03/20
(8) NALC	Holding Remote Meetings
(9) NALC	Legal Briefing – L01-20
(10) CPRE	Fieldwork – Spring 2020
(11) CPRE	Countryside Voices – Spring 2020
(12) Mrs J Jones	Copy Correspondence objecting to20/P/2085/FUL
(13) Mrs B Bowen	Internal Auditor Quote – 2022-21
(14) Draft	South West Inshore and offshore Marine Plans
(15) HMRC	Employer Bulletin – April 2020
(16) North Somerset	Precept – 1 st Half
(17) Cllr. R Tyson	Completed – Register of Interests Form
(18) ALCA	Notice of ALCA - Somerset AGM – 25/06/20
(19) Clerks & Councils	Direct – May 2020 Issue 129
(20) SLCC	The Clerk Magazine Vol.51 No.3 May 2020
(21) Long Ashton	Coronavirus Support Network
(22) North Somerset	Revision of Rights of Way Improvement Plan
(23) NSC – Richard Kent	Correcting error – Wallflower Cottage

332.11 Date and Time of next Parish Council Meeting – Monday 13th July 2020

333.12 Financial

1. To approve the following regular payments:

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Came & Co	Insurance	Annually
B Robinson	Clock Maintenance	Quarterly
Parish Clerk	Salary	Monthly
HMRC	PAYE & NI	Monthly
ICO	Commissioners Office Registration	Annually
GB Sport	Play Area Inspections	Monthly
WebGlu	Website Hosting	Quarterly
3G	Mobile Phone	Monthly
PATA	Payroll Services	Quarterly
F Thomas	Contract Toilet Cleaning	Monthly
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(4)	EDF Energy	Street Lights	324.77	
(5)	Mrs N Bibi	Mileage Claim	66.60	
(6)	Viking	Stationery	123.17	24.63
(7)	Mr B Poole	Clerk's Salary – April	1394.36	
(8)	Rialtas	Annual Subscription	224.00	44.80

(9)	Home 3G	Telephone Charges – Apr	20.41	4.09
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(29)	Mr Richard Young	Internal Auditor's Charge	50.00	
(30)	Mrs F Thomas	Toilet Cleansing - May	250.00	
(31)	Mr A Leonard	Village Agent	686.00	