

BLEADON PARISH COUNCIL

www.bleadonparishcouncil.co.uk



Marian Barber, Clerk to the Parish Council
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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 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. There is no entitlement to speak on any matter except at the agenda item given over specifically for that purpose. In order for the Parish Council to provide a full response where appropriate a Member of the Public may only speak if prior notification has been given to the Clerk by **noon on Friday, 6th July 2018**. However the Chairman has discretion to allow Members of the Public to speak without prior notification.

3rd July 2018 To all members of Bleadon Parish Council

You are summoned to a **Meeting of Bleadon Parish Council** to be held in **Bleadon Coronation Hall** on **Monday 9th July 2018** commencing at **7.00 pm** when the following business will be transacted.

Marian Barber Clerk to the Parish Council

AGENDA

- 311.1 To receive any apologies for non-attendance.**
- 311.2 To receive any declarations of interest in items on this agenda.**
- 311.3 To invite public participation – *This is the only time members of the public may participate during the meeting. The Council is unable to make any formal decisions under this item. This section of the meeting will take no longer than 30 minutes.***
i) Members of the public (15mins). ii) District Councillor (10 mins). iii) Police (5mins).
- 311.4 Exchange of Information between Councillors**
Items not covered on the agenda. No formal decisions under this item.
- 311.5 To Approve the Minutes of the Parish Council meeting held on 11th June 2018.**
- 311.6 To Consider the following new Planning Applications:**
18/P/3187/FUH Shiplett House Farm - Shiplate Road, Bleadon, BS26 2XA
Erection of a single storey kitchen extension to the rear.
18/P/3188/LBC Listed Building Consent for same (Shiplett House Farm, BS26 2XA)
18/P/3254/FUH Ingleside, Shiplate Road, Bleadon BS24 0NJ
Erection of an outbuilding comprising office, garden room and store within footprint of existing garage including car port as an extension to the frontage.
18/P/3485/FUL Mendip Way Farm, Canada Combe BS24 9UT.
Conversion of existing adjoining outbuilding to additional annex residential accommodation

311.7 To Consider the Recommendations of the Finance & Personnel Committee.

53.5 F&P Committee Terms of Reference – approve.

53.6 Village Ranger a) – seek quotes for a contract of eight hours per week (contractor to have certification for chemical use and relevant equipment use).

b) – retain the interim services of contractor Mark Howe until the September council meeting.

53.7 Amendments to Financial Regulations – approve the addition at paragraph 10: “10.3. For purchases over £500 at least three written quotations shall be sought from different suppliers. This requirement may be overruled when highly-specialised advice is required and is agreed by Council resolution. Orders will only be placed following Council resolution”.

53.10 Payroll a) – approve all salary payments to the end of March 2019, to be noted at each council meeting.

b) – approve payment of all associated NI/PAYE and Pension contributions to the end of March 2019, noted monthly.

53.11 Commercial Waste contract a) – approve Parish Council to liaise with NSC regarding the imposition of commercial waste collection.

b) – When details provided by NSC, approve Parish Council to liaise with NSC, the Hall Management Committee and the Youth Club regarding need and cost.

53.12 Priority booking in the Halls – approve considering the matter within the discussion regarding the amendments to the Youth Club lease.

53.15 Youth Club lease – approve: a) – the Parish Council does **not** agree to a lease drawn up by anyone other than a solicitor.

b) – the Clerk, Chairman and Cllr Hartree to meet with the Trustees to draw up Heads of Terms to inform the preparation of a new lease.

c) – the appointment of a solicitor to be agreed at the September Parish Council meeting.

53.16 Clerk Probationary review – approve the appointment of the Clerk, noting the satisfactory probationary review.

311.8 To Consider arrangements for Public Meeting in August regarding A370 road safety improvements.

The Hall is booked for 7pm on 13th August. Cllr Ap Rees is discussing with NSC officers regarding attendance.

311.9 To Note the Bank Reconciliation to 30 June 2018

Current = £11,106.71, uncashed cheques £524.26. Reserve = £64,065.82. Total adjusted = £74,648.27.

311.10 To Approve Items of Expenditure and Income.

Expenditure

Chq	Payee	Details	Net £	VAT £
	Clerk	Expenses June Home working	17.33	0
		Mileage	20.25	0
		Currys/PCworld ink 2 x black HP62XL	53.32	10.66
		Strimmer service	73.00	14.60
		Post large letter to External Auditor	1.01	0
		Laptop Battery replacement	18.10	0
	Contractor	Public Toilet cleaning June 2018	225.00	
	GB Sport	Play equipment inspection - May	15.00	3.00

300805	Ranger	Final expenses (mileage 4-11 June)	5.85	0
300806	Aquablast	Clean and Look&See (gents WC)	95.00	19.00
	Contractor	Ranger duties interim – 20.5hrs	328.00	0
		Expenses – fuel for strimmer	6.07	1.22
		30 x Black refuse sacks	1.66	0.33
		Gauze filter funnel	0.83	0.17
	Bin-it	Dog bin emptying to end May	70.54	14.11
	SSE Enterprise	Lighting	15.65	3.13
	Individual	Church Clock 1 May to 31 July 2018	50.00	
	ALCA	Three places – Councillor Training 7.6.18	180.00	
	Treecare	Churchyard tree survey	220.00	44.00
DD	Vodafone	Mobile phone June 2018	15.13	3.02

To Note payment made, approved at 310.14i

300807	Cllr Blezard	Reimbursement re Bleadon Floral - tubs	95.00	19.00
		gravel	20.00	4.00
		compost	20.00	4.00

To Note cancelled cheque

300804	DefibShop	Battery for defibrillator not required
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Income

Pay in slip	Ch/cash/BA CS	Details	Amount £
	BACS	NEST reimbursement of overpayment	22.13

311.11 To Approve the allocation of Reserves.

This allocation was discussed at the June meeting and recommended for approval.

RESERVES

Staff contingency	£ 3,500.00
Staff gratuity/pension	£ 1,000.00
Election expenses	£ 3,100.00
Special reserve*	£21,000.00
General reserve	£25,000.00
Church Grounds	<u>£ 3,000.00</u>
	£56,600.00

* This is a restricted reserve specifically for improvements in the parish.

311.12 To Receive the Following Reports:

- a) Allotments
- b) Churchyard
- c) Footpaths & Bridleways (report circulated to Councillors)
- d) Roads & Transport and Marshalls Liaison
- e) Children's Playground
- f) Bleadon Village News
- g) Website
- h) Neighbourhood Watch & Community Safety
- i) Bleadon Floral

311.13 To Receive the Following Brief Holder's Reports:

- a) Coronation Hall
- b) Youth Club
- c) ALCA
- d) Chairman

- 311.14 To Receive the Clerk's report.**
Actions Completed from last meeting: - received a copy of the PROW map; 'right to view accounts' dates published; comments on planning applications submitted; Planning Application rota agreed (Cllr Hemingway); A370 road safety statistics circulated, also terminology; feasibility study underway (Cllr Ap Rees); request for meeting with NSC submitted (but politely refused while study is completed).
Defibrillator – Hall Caretaker to check weekly and confirm monthly and notify any problems to Clerk.
Toilets – tap to be installed 13th July. De-scale to be undertaken soon. Plan to install different toilet roll holders.
Email asking about 'there but not there' grant – responded in the negative.
Fly-tipping (parishioner reported to Clerk) – opposite Chestnut Lane – reported to NSC.
Noticeboards: Seeking specifications and quotes for new noticeboards.
Churchyard Tree Survey: completed.
Councillor email addresses: looking at Webglu setting these up.
- 311.15 To Approve Interim arrangements for Clerk absence**
 In the event that there are particular administrative requirements while the Clerk is absent it is proposed that the previous Interim Clerk, Mr Kevin Barrett, be secured on a self-employed and hourly basis as before, instructed by the Chairman.
- 311.16 To Agree the date of the next Parish Council Meeting.**
 The next meeting will be on Monday 10th September 2018 at 7pm in the Coronation Hall.
- 311.17 The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the following agenda items 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.**
- 311.18 To Consider the Recommendation from the Coronation Hall Management Committee to accept Quotation C for the replacement of the fire doors.**
 The Committee wishes to replace the fire doors at the Hall and Jubilee Room as they are no longer fit for purpose. Three quotes were obtained and reviewed by the Committee.
- 311.19 Special Motion: To Consider reversing Resolution 304.22 (12 February 2018) - Vexatious Communications - and to allow normal contact with the individuals.**
 On 12th February 2018 the Parish Council resolved not to respond, other than a standard acknowledgement, to any communication from two named parishioners, for one year. Cllrs Hemingway, Blezard and Richardson have submitted this Special Motion in accordance with Standing Order 7.