

# BLEADON PARISH COUNCIL

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**DRAFT minutes** – 11 June 2018

**310.1 To receive any apologies for non-attendance.**

Cllr Terry Porter. PCSO Aisha Mitchell. Cllr Ap Rees advised by email that he would arrive after 7.30pm.

**310.2 To receive any declarations of interest in items on this agenda.**

There were none.

**310.3 To invite public participation** – 12 members of the public were present.

A member of the public asked that office hours be listed on the Council's paperwork and also stated that reserves and vexatious discussions should not be held *in camera*. Cllr Hemingway proposed, Cllr Baines seconded, that the items be discussed in public – all agreed.

The PCSO monthly report to 11<sup>th</sup> June showed 8 Calls from the Parish with 3 Village Crimes recorded, namely 1 ASB and 2 Burglary Non-Dwelling.

Cllr Hartree advised advised that the electronic sign on the A370 near Anchor Inn was faulty. The Chairman asked the Clerk to send a letter to NSC Highways and copy to Cllr Ap Rees.

Cllr Hartree also handed over the PROW definitive map copies that had been water damaged and were now dry. Clerk to ask NSC for new copies.

Exchange of Information between Councillors to be added to future agendas.

**310.4 To approve the minutes of the Parish Council meeting held on 14<sup>th</sup> May 2018.**

The correct date at 309.19 is Monday 13<sup>th</sup> August. Minutes APPROVED with the correction and signed by the Chairman.

**310.5 To Approve the Annual Governance Statement 2017/18**

This document confirms that the parish council has "a sound system of internal control".

**RESOLVED: That the Annual Governance Statement be completed and approved and duly signed by the Chairman and Clerk/RFO.**

Proposed – Cllr Baines. Seconded – Cllr Williams. **AGREED.**

**310.6 To Approve the Accounting Statements 2017/18**

This document specifies the financial position of the parish council at the year end.

**RESOLVED: That the Accounting Statements be completed and approved and duly signed by the Chairman and Clerk/RFO.**

Proposed – Cllr Baines. Seconded – Cllr Hartree. **AGREED**

**310.7 To Confirm the dates for the Exercise of Public Rights to view the accounts**

The submitted statements and reports will be posted on the website after approval. **AGREED** the dates of 2<sup>nd</sup> July to 10<sup>th</sup> August inclusive for the public right to view the accounts on reasonable notice.

**310.8 To Consider the following new Planning Applications:**

**17/P/5624/LDE** – Land at rear of Purn Farm – Certificate of lawfulness for the existing use of siting 2no. static caravans to house agricultural workers.

It was noted that the location was off Accommodation Road. Cllrs Hartree, Baines and Sheppard made a site visit and reported that the site and the two static caravans appeared to be unsanitary and in a very dismal state. The site was overgrown. It was noted that one of the caravans is occupied by a person who is **not** employed in Agriculture.

**AGREED** to respond to NSC that i) the caravans do **not** appear to be fit for human habitation and b) one occupant is **not** a farm/agricultural worker on this site.

[Cllr Ap Rees arrived at 19:30]

**18/P/3047/FUL** – Slade Barns, Shiplate Road – conversion of existing agricultural outbuilding and erection of a single storey side extension to form 1no. two bedroom holiday let unit.

Cllr Blezard advised that Councillors had visited the site for the first application and supported it although NSC refused it. This was a revised application following discussion between the applicant and NSC. **AGREED** to support.

**18/P/3035/RM** – Magnolia House, Bridgwater Road – submission of reserved matters for access, appearance, layout, scale and landscaping for the erection of 1no. dwelling pursuant to outline permission 17/P/1208/O (for the erection of 1no. dwelling with all matters reserved for subsequent approval).

Councillors had supported the original application (minute 296.8) but were not aware that the outline application had been approved.

**AGREED** no objection.

All nine councillors are on the Planning Committee and it is inappropriate for all to attend site visits. After discussion regarding how site visits are arranged it was **AGREED** that Cllr Hemingway be Chairman of the Planning Committee (proposed Cllr Selway, seconded Cllr Baines) with Cllr Richardson as vice-Chairman (proposed Cllr Hemingway, seconded Cllr Baines). A rota will be drafted by the Committee Chairman.

**310.9 To Agree Next Steps regarding A370 road safety improvements.**

**Resolution:** This council has already decided (309.19) that the suggested improvements for pedestrian access by the bus stops at Bridge Road / A370 junction are insufficient for proper road safety. On 2nd June another serious road traffic accident occurred on the A370 at Bleadon. This council now resolves to seek an urgent meeting with NSC's Director of Development and Environment in order that improvements to the safety of drivers and pedestrians on the A370 through Bleadon can be expedited.

Clerk has received the accident statistics for the two junctions from 2008 to March 2018 showing 13 accidents with 27 injuries (1 fatal) at Accommodation Road and 4 accidents with 8 injuries (1 fatal) at Bridge Road.

It was noted that the Mercury ran an article on the Coroner's hearing at the end of May regarding the fatal accident of 2016. It reads "The assistant coroner raised concerns about the junction and asked PC Hill if he needed to start asking more questions about its safety so this sort of accident does not happen again, but the [police] officer said the business Mr Dosti was delivering to is no longer there and there would be 'no need' to

investigate it.” Marshalls have confirmed to the Clerk that this was, and is, wrong. The Clerk has asked for a copy of the Coroner’s report.

Cllr Blezard reported that he had assessed the Bridge Road junction and concluded that with 150metres visibility and with a vehicle travelling at 60mph one has 5 seconds to pull out or walk across the A370. Vehicles on the western side of the A370 have to reverse in or out of their driveways – either manoeuvre is dangerous. Bleadon Mill, Bridge Road and the Petrol Station in such close proximity make it difficult for drivers to indicate or to know where an indicating vehicle is actually going.

[*Standing Orders suspended*]

Cllr Ap Rees confirmed that traffic lights for the Accommodation Road junction were suggested using S106 from the WaterPark development but as that has not progressed so there is no money. When asked ‘what price human life?’ he responded that accidents were usually human error and the cost of emergency services was not part of the NSC budget calculation when determining where to make road improvement. New road junctions are required to have sufficient visual splay for the speed and layout; however, older junctions are not necessarily well-laid-out.

Further discussion included the need for the speed limit to be reduced considerably; dismay that there had been 27 casualties (one fatal) from 13 accidents in 10 years at Accommodation Road; Somerset CC have 30mph restrictions on the A38 through the villages from Rooksbridge to Cross; Holiday Park pedestrians and traffic have increased.

[*Standing Orders restored*]

**AGREED** that the Council seeks an urgent meeting with NSC’s Director of Development and Environment. Clerk to write to NSC and copy to Cllr Ap Rees.

Clerk (prepare draft letter for Councillors to review) write to David Bailey (copy to Cllr Ap Rees and the Police) to ask for a complete feasibility study of the A370 from the Weston side of the Accommodation Road junction to the bridge over the River Axe. Also to ask what constitutes ‘slight injury’.

**310.10 To Note the Financial Statement and Bank Reconciliation to 30 April 2018**

**NOTED:** Reserve Account £4,054.92. Current Account £78,460.85.

**NOTED:** the reconciliation to 31 May 2018. Reserve £4,054.92. Current £73,284.27.

**310.11 To Approve Items of Expenditure and Income.**

**Expenditure**

Chq	Payee	Details	Net £	VAT £
300798	Clerk	Salary June	730.95	0
300798	Clerk	Expenses May Home working	17.33	0
300798		Mileage (incl 2 x auditor, Burnham)	44.55	
300798		Currys/PCworld ink 2 x black	53.32	10.66
300798		The Range - Stationery	14.07	2.81
300798		Currys/PCworld ink 1 black, 1 tricolour	43.32	8.66
300798		Aquablast - Gents drain blockage	85.00	17.00
300798		Postage to Unity Bank ‘signed for’	2.11	
300801	Contractor	Public Toilet cleaning May 2018	225.00	
300802	Webglu	Website hosting Q2	70.00	14.00
300803	Auditor	Internal audit of FY2017-18	50.00	
<i>Not paid</i>	<i>Bin-it</i>	<i>Dog bin emptying to end May – invoice not yet received</i>	<i>70.54</i>	<i>14.11</i>
300799	Ranger	Expenses May mileage	31.73	
300799		Fuel for strimmer 16 <sup>th</sup> May	5.17	1.03
300799		Asda Fuel for strimmer 16 <sup>th</sup> May	11.58	2.32
300804	DefibShop	Battery for defibrillator	245.00	49.00
DD	NEST	Clerk’s pension	20.44	

DD	Vodafone	Mobile phone May 2018	44.60	8.92
DD	Water Business	Public Toilets	84.63	

#### Ordered but invoice not yet received

	ALCA	7 <sup>th</sup> June - Councillor Training x 3	180.00	
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It was noted that **four** councillors attended – Cllrs Richardson, Selway, Hemingway and Scarisbrick.

#### Income

Pay in slip	Ch/cash/BA CS	Details	Amount £
x	BACS	VAT repayment (to 31.3.18)	666.30

**Noted** that internet banking is enabled and £60,000 has been transferred from Current to Reserve Account. Three direct debits have been cancelled as they are no longer required – Sage Software, Sage Ltd and BT.

**310.11.i** In accordance with Standing Orders 10: 1a ix (to authorise the payment of monies up to £500) the following payments were submitted:

**+ £100.51 final salary for Ranger to 11 June 2018; and  
+ £287.29 to HMRC for PAYE/NIC (Clerk to 31 May and Ranger to 11 June).**

Proposed by: Cllr Baines. Seconded by: Cllr Hemingway

**Approved**

**310.11 ii** In accordance with Standing Orders 10: 1a ix (to authorise the payment of monies up to £500) the following amendments were submitted:

**£730.95 (was £730.75) = Clerk Salary**

**£20.44 (was £20.18) = NEST Pension**

Proposed by: Cllr Baines. Seconded by: Cllr Hemingway

**Approved**

(correct figures are shown in the Expenditure table above)

#### 310.12

#### To Approve the establishment of a Neighbourhood Plan working group

**Resolution:** In view of the overwhelming support at the recent Annual Parish Meeting to pursue the Neighbourhood Plan process for the Parish of Bleadon, Bleadon Parish Council resolves now to facilitate the establishment of a Neighbourhood Plan Working Group to formulate a Neighbourhood Plan and to submit appropriate funding application(s). Parishioners supportive of a Neighbourhood Plan to be invited to apply to the Parish Council to be members of the Working Group.

The Council was reminded that the NP Working Group would be gathering information, consulting the residents and interested parties, preparing documentation in line with statutory policies and, if the Plan is passed by NSC as being in 'correct', it will then go to a referendum. If more than 50% of the voters are in favour then NSC must bring it into force.

The process will bring out the aspirations and fears of residents as well as identifying the threats and opportunities for the village. As the Plan is prepared it gains 'weight' in planning terms.

*[Standing Orders suspended]*

A question was raised regarding whether the Councillors on the NP Working Group would be excluded from NP decision-making at Council meetings. Cllr Ap Rees confirmed that the only reason would be if they had a pecuniary interest.

*[Standing Orders restored]*

**AGREED:** Councillors Gill Williams, Andy Scarisbrick and Anne Selway have agreed to

co-ordinate the NP Working Group and it is expected that the first meeting of the group will be held by early September.

Parishioners should contact the Clerk to express an interest in joining the NP Working Group.

**310.13 To Accept the resignation of the Village Ranger and to Agree consequent actions.**

The Ranger gave one week's notice and left on 11 June. Clerk has received all work items and keys from him and the final pay and P45 have been prepared. The Council

- a) **ACCEPTED** the resignation and thanked the Ranger for his work to date;
- b) **AGREED** to Mark Howe undertaking the essential duties for the interim; and
- c) **AGREED** to convene the F & P Committee to consider options.

**310.14 To Receive the Following Reports:**

- a) Allotments – 7 and 8 have been cut/strimmed as they are vacant and overgrown. A request to clear access alongside the allotments and into a field to enable horsebox access was noted (Cllr Hemingway declared an interest). It was suggested that vehicle was not a requirement, but this was refuted.  
[*Standing Orders suspended*] The person who submitted the request explained that she was seeking information rather than making a complaint.  
[*Standing Orders restored*]  
Clerk to write to the Church Commissioners who own the allotments and explain that the boundary may be cut back. Another place where private hedging is encroaching on a footpath was mentioned.]
- b) Churchyard – the crack in the wall along Mulberry Lane appears stable. Clerk to request Contractor (Mark Howe) to trim carefully along that boundary.
- c) Footpaths & Bridleways – many are overgrown; some information has been sent to NSC but they are only responding to 'H&S' issues due to budget cuts. The path from Bridge Road to the Caravan Park is flooded. On the bridleways there are gates that do not admit horses easily. Our section of the West Mendip Way is not a good advert for the village. A full report will be given at the July meeting.
- d) Roads & Transport and Marshalls Liaison – no report.
- e) Children's Playground – Inspection monthly by GB Sports.
- f) Bleadon Village News – next edition due out in July 2018. Volunteer required to take over the editorship.
- g) Website – Cllrs prepared suggestion for website revision; report for July meeting.
- h) Neighbourhood Watch & Community Safety – contact made with PCSO. Youth Club security cameras in place but not always 'on'. Parish Council contributed to their placement so should be reviewed.
- i) Bleadon Floral – keen to increase the input of residents; Horticultural Society keen to help; allotment holders could be involved. Plumber to install tap (with removable handle) for watering tubs. Estimate of likely costs to be prepared for next year's budget.

**310.14.i** In accordance with Standing Orders 10: 1a ix (to authorise the payment of monies up to £500) the following motion was submitted:

**To purchase the following items for Bleadon Floral:**

**three x 26" planter tubs estimated (max £135);  
gravel for drainage (max £20); and  
approximately 450 litres of planting compost (max £65).**

**Maximum authorised = £220.00**

Proposed by: Cllr Baines. Seconded by: Cllr Williams

**APPROVED**

**310.15 To Receive the Following Brief Holder's Reports:**

- a) Coronation Hall – Les Masters is Chair, Ian Gibson is Treasurer, Kevin Barrett is Secretary. Jubilee Rooms new chairs now in place (and a new trolley). The Hall is

booked for 2<sup>nd</sup> May 2019 for use as the Polling Station for the local elections. The Cleaner's remuneration has been increased and there will be a deep clean of the premises in August. A Caretaker has now been employed and is available to take over the responsibility for checking the Defibrillator.

- b) Youth Club – Discussion regarding the terms of the lease to be held in the next couple of months. The waste/recycling service was due to move from free domestic to paid-for commercial in July but this has now been postponed and will start on 1 April 2019. Discussion between Hall, Youth Club and Parish Council to be held prior to budget setting in the Autumn in order to determine the contract for commercial collection.
- c) ALCA – four councillors attended the new councillor briefing last week – very useful and informative.
- d) Chairman – no report.

**310.16 To Consider a request from the Coronation Hall Management Committee**

The Committee wishes to replace the fire doors at the hall, and will obtain quotes for this work. It was **NOTED** that the Committee would submit proposals at a later date.

**310.17 To Receive the Clerk's report.**

**Noticeboards:** Seeking specifications and quotes for new noticeboards.

**Churchyard Tree Survey:** commissioned, due by end of August.

**One-way working** in the Coronation Hall carpark: NSC scheduling the works.

**GDPR** – privacy notice on website; report for decisions will be on July agenda.

**Councillor email addresses:** looking at Webglu setting these up.

**Weight limit signs** on Bleadon Road/A370 junction – amended order implemented, new signs within 12 weeks (NSC).

**Enforcement** – question raised regarding caravans and motorhomes at Purn Farm.

**A370 road safety** - Hall booked for 13th August public meeting and NSC officer presence requested. Clerk to contact Police regarding the use of the Speed Gun.

**Future agendas:** planning decisions, relevant correspondence, and actions outstanding from previous meetings to be included.

**Letters sent to** Sutherland and Mercury regarding the development – no answer yet.

**Letter received from** Youth Club trustees confirmed their wish to renew the lease subject to discussion on updating the terms.

**Public Toilets** blockage cleared by Aquablast; two blasts required and also a camera assessment to check for damage. Verbal report to follow, although heavy scale is likely to be the problem.

**Defibrillator:** new battery ordered. Information sheet placed in the case.

**Public Meeting ref A370 road safety:** Hall booked for 13th August public meeting and NSC officer presence requested.

**Play Area** gate adjustment GB Sports quote ref– around £330.00.

**310.18 To Agree the date of the next Parish Council Meeting.**

The next meeting will be the Annual Meeting of the Parish Council on Monday 9<sup>th</sup> July 2018 at 7pm in the Coronation Hall.

**310.19 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.

It was **AGREED** that these items would be discussed in public.

**310.20 To Discuss the financial reserves.**

Proposal circulated to Councillors for **discussion**. Any decisions will be made in the public section of the July meeting.

It was explained that the 'special reserve' of £21,000 was for improvements in the Parish. It was asked whether fighting planning parishioners may apply for grants from this fund

for any purpose and the Council will approve or reject the application on its merits. The Reserves are under the control of the Parish Council and not the general public. A proposal for decision will be on the agenda for 9<sup>th</sup> July.

**310.21 To Consider the status of individuals subject to the Vexatious Communications procedure.**

It was suggested that the individuals concerned had a wealth of useful experience, knowledge and ability that could be most useful to the Parish Council. This was acknowledged, but reference was made to the inappropriate extent and tone of the communications and their effect on previous councillors and staff.

It was explained that the Policy had been applied on 1<sup>st</sup> February 2018. Standing Orders 7 states: **Previous resolutions**

a). A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least three (3) councillors to be given to the Proper Officer in accordance with Standing Order 9 below, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee or if for any reason the resolution has been found impractical or illegal to implement.

b). When a motion moved pursuant to Standing Order 7(a) above has been disposed of, no similar motion may be moved within a further six months.

**AGREED** that all emails should receive an acknowledgement; Clerk to implement.

**AGREED** that a resolution under SO 7a) may proceed to the July Parish Council meeting.

The meeting closed at 9.40pm

DRAFT