

# BLEADON PARISH COUNCIL

www.bleadonparishcouncil.co.uk



Marian Barber, Clerk to the Parish Council, Coronation Hall, Coronation Road, Bleadon BS24 0PG  
Tel: 07453 358318 Email: parishclerk@bleadonparishcouncil.co.uk

**DRAFT** Minutes of a Meeting of Bleadon Parish Council held in the Coronation Hall at 7pm on Monday 8<sup>th</sup> October 2018.

**Present:** Councillors Mary Sheppard (vice-Chairman, chaired the meeting), Anne Selway, Jo Richardson, Gill Williams, Andy Scarisbrick, Kirsten Hemingway. District Councillor Terry Porter. Clerk: Marian Barber. 11 members of the public.

- 314.1 To receive any apologies for non-attendance.**  
Apologies received from Cllr Baines (prior appointment), Cllr Hartree (illness), Cllr Blezard (personal), PCSO Aisha Mitchell (off duty).
- 314.2 To receive any declarations of interest in items on this agenda.**  
None
- 314.3 To invite public participation.**  
i) None.  
ii) Cllr Porter explained that the application 18/P/4105/FUL - South Hill Farm. Proposed storage barn – had received objections from NSC officers for trees, ecology, and environmental protection and had been referred back to the applicant. NSC had written to all those who objected to the first application that was withdrawn earlier this year. The Edgehill appeal was expected to conclude soon. The new recycling contract throughout the district had had teething troubles but seemed to have settle down with all 51 vehicles mobile this week. Neighbourhood Plan for Hutton underway, a meeting at 7.30pm on Weds 10<sup>th</sup> October in Hutton Village Hall. Remember that the Plan carries weight as it develops. Locking have receive funding for theirs; Yatton’s plan is being examined now. A member of the public pointed out that NSC had NOT written to all objectors – he had objected first time but had not received further information.  
iii) Police Beat report showed 15 calls from Bleadon with one crime reported – Anti-social behaviour. Advice to report fly-tipping as it seems to be increasing.
- 314.4 Exchange of Information between Councillors**  
Cllr Williams advised that the May Fayre committee wished to make next year’s fayre bigger and better; an application to close Coronation Road from Bridge Road to Shiplate Road will be made by the Clerk.
- 314.5 To Approve the Minutes of the Parish Council meeting held on 10<sup>th</sup> September 2018.**  
**APPROVED.**
- 314.6 To Consider Amendments to the Planning Committee Terms of Reference**  
**AGREED** that the second bullet point be amended to read “**Review the planning documentation and visit the site.**”
- 314.7 To Consider new Planning Applications**  
**18/P/4218/FUH** – 6 Coronation Road, Bleadon. Single storey extension to frontage.  
**AGREED** to support the application.  
Cllr Hemingway to review the procedure for arranging site visits.
- 314.8 To Note planning decisions.**

18/P/3084/FUH – 3 The Veale – approved.  
 18/P/3035/RM – Magnolia House Bridgwater Road – approved.  
 17/P/5545/OUT – Land off Bleadon Road (200 homes) – refused.

**NOTED**

**314.9 To Note planning applications/appeals not yet decided.**

**17/P/5624/LDE** – Land at rear of Purn Farm – certificate of lawfulness for two static caravans.

**18/P/4105/FUL** – Land South Of Purn Road – storage barn.

**18/00028/AT02** – Appeal – Edgehill, Celtic Way (application 17/P/1484/F).

**NOTED**

**314.10 To Receive the Neighbourhood Planning Group update and Consider any recommendations.**

Cllr Williams reported on the very useful meeting with NSC Officer responsible for NP which confirmed that the scope of the Plan would be more manageable than first thought.

1. **APPROVED** the Terms of Reference
2. **AGREED** that the Clerk will support the Group.
3. **NOTED** that the Parish Council is the responsible body for government grants.

Clerk to confirm whether a separate bank account must be held.

**314.11 To Note the Bank Reconciliation to 30 September 2018**

Current = £2,699.66. Reserve = £85,122.97. Total = £87,822.63.

**NOTED.** Clerk advised that the total held in Unity Bank is above the FSCS limit of £85,000 but would fall below within the next few weeks (therefore low risk).

**314.12 To Approve Expenditure**

Chq	Payee	Details	Net £	VAT £
BACS	Clerk	Expenses September Home working	17.33	0
"	"	Mileage – 39 miles	17.55	0
"	"	Cartridge People – Ink cartridges	34.48	0
"	"	Silhouette for bench	46.18	9.24
"	"	Royal British Legion wreath donation	50.00	0
	"	Asda – Stationery	6.67	1.33
	"	National Plastics –Perspex sheet	40.00	8.00
	"	Plastic poster holders	77.15	15.43
	"	24 2 <sup>nd</sup> class Stamps	13.92	0
	"	Parking at NSC (Neighbourhood Plan)	2.30	0
Chq	Contractor	Public Toilet cleaning Sept 2018	225.00	0
Chq	Honorarium	Church Clock winding to 31 October	50.00	0
Chq	Contractor	Ranger duties 1st Aug to 28 Sept. 51hrs	816.00	0
DD	Vodafone	Mobile phone Sept 2018	14.68	2.93
BACS	PKF Littlejohn	External Accountant	300	60

**APPROVED. Proposed – Cllr Hemingway. Seconded – Cllr Selway.**

**314.13 To Approve new Regular Payment**

Chq	Payee	Details	Net £	VAT £
Chq	SSE Enterprise	Quarterly lighting maintenance	15.65	3.13

To begin with Quarter 2 due end September.

**APPROVED**

**314.14 To Note regular payments made and income received**

**Regular payments**

BACS	Clerk	Clerk salary September	730.75	
BACS	HMRC	PAYE&NI Sept	262.49	
BACS	NEST	Pension Sept	20.44	
BACS	PATA payroll	Services April to June (2 employees)	52.50	

BACS	PATA payroll	Services July to September (1 employee)	30.00	
BACS	GB Sport	September play area inspection	15.00	3.00

**APPROVED**

**Income**

Pay in slip	Ch/cash/ BACS	Details	Amount £	Invoice
000067	Chq	Allotment Lower 3 upper half	8.50	18003
000067	Chq	Allotment Upper 6&7 upper halves	17.00	18006
	BACS	Half-year Precept	22,200.50	
	BACS	Allotment Upper 6&7 lower halves	17.00	18007
000068	Chq	Allotment Lower 6 (to 31/12/18)	5.00	18014
000068	Chq	Allotment Upper 9 upper half	8.50	18010
000068	Chq	Allotment Lower 7	17.00	18020
	BACS	Allotment Upper 9 lower half	8.50	180011
		Bank Credit Interest	57.15	

**APPROVED**

**314.15 To Note the External Accountant's report on FY 2017/18 accounts.**

**NOTED.** The accounts were approved with no comment or recommendation.

**314.16 To Consider works to the car park access.**

Drivers turning left into the carpark now have to swing wide to make the turn. It has been suggested that the entrance be widened on the south side. Option to ask Contractor for pedestrian access to undertake this work. NSC confirmed that Streetworks permission may be required. **AGREED** work to be done, Clerk to follow up procedure.

**314.17 To Consider projects for allocation in next year's budget**

Finance and Personnel Committee will meet on 9th November to prepare the budget (and precept request) for 2019/20. Costed proposals for projects to benefit the village must be submitted by 1st November for inclusion.

1. **Play Area** – this is well used and needs upgrading to be more suitable for the full age range (up to 8 years). Not unsafe but not inspiring for the older (7 to 8yrs) children. Awards for All (Lottery funding)
2. **Bleadon Floral** – Litter Innovation Fund Expression of Interest. (WRAP). Meeting on Tues 9<sup>th</sup> Oct to discuss and work up a budget.
3. **Neighbourhood Planning** – full committee now (three villagers, three councillors). Locality (Government fund) Expression of Interest to be submitted.

Full council approval will be required before any commitment to spend is made.

**NOTED.**

**314.18 To Approve virement from Miscellaneous Open Spaces budget to Allotments.**

An amount of waste vegetation at the allotments needs to be removed in order for the compost area to be remodelled.

**APPROVED** virement of £800. Proposed – Cllr Williams. Seconded – Cllr Richardson.

**314.19 To Consider requests from Truespeed Fibre Broadband.**

*7.43pm - Standing Orders suspended for a representative of Truespeed to speak.*

A representative of Truespeed explained that the intention was to ensure everyone had the opportunity to sign up. He confirmed that 30% sign-up was required within a six-month period for Truespeed would commit to install; if less than 30% it was no go. He was not sure how long they wanted the banner up.

*7.50pm – Standing Orders reinstated.*

**NOT APPROVED:** Relax the 'no cold calling' restriction on the village for the first week of November. Proposed – Cllr Richardson. Seconded – Cllr Selway.

**APPROVED:** A banner may be fixed to the play area fencing for the month of November only, and on condition that a donation is made to the parish council. This decision does not set a precedent for future requests for advertising. Proposed – Cllr Williams. Seconded – Cllr Scarisbrick.

**314.20 To Consider Actions for improving public footpath access and safety.**

Setting up a group of volunteers requires further work. Meanwhile, the Ramblers group working with NSC will undertake the works on AX6/23, AX6/22, AX6/20, AX6/14, AX6/12 at South Hill Farm Woods, AX6/10 Roman Road to woods down the hill, AX6/10, AX31 and sluice gate of AX6/14.

Yet to meet with NSC and Landowners to clear up Anomalies on AX31/08, AX6/04, AX6/10, AX6/12, AX6/14 and AX6/21,22,23 exit on to Roman Road.

NSC has not yet agreed funding for new furniture and signs for AX6/25, AX621, AX6/18, AX6/12, AX6/10, AX6/05, AX6/04 and AX6/01.

Signage for Bridleways and Caution signs for Walkers and Horses need to be on Shiplate, Roman, A370 and Accommodation Roads as there are no signs and these links to the Bridleways are very dangerous.

**AGREED** to prepare costings and allocate funding for signs. F&P Committee to consider at next meeting. Proposed Cllr Richardson. Seconded Cllr Hemingway.

**314.21 To Receive the Following Reports:**

- a) Allotments – three half and three full plots now vacant. Need to upgrade the site to encourage more tenants – clear rubbish, a neater fence along the footpath, lop trees and hedges.
- b) Churchyard – Rector and volunteer team have done some clearing; tree work to be done this autumn; PCC to be advised of works.
- c) Footpaths & Bridleways – plan to set up three volunteer groups, training from NSC (50% contribution from Parish Council) to cover footpaths; Bleadon in Bloom; and litter/tidying. Need to investigate whether PC insurance covers the volunteers (as with Hutton). Lead trained volunteer responsible for Risk Assessment and group management, sent to NSC.  
West Mendip Way sign at Purn Farm is broken and needs replacing.
- d) Roads & Transport – Speed Enforcement Unit will monitor the 30mph zone in the village once NSC have cleaned/replaced the signs (in hand). 50mph signage on A370 will not be replaced until NSC have other works in the area. Marshalls Liaison – still problems with lorries not taking the prescribed route. Also floodlights still not shielded. Clerk to write to Marshalls and NSC.
- e) Children's Playground – as reported at 314.17.
- f) Bleadon Village News – meeting of interested persons held last week. Call for articles and adverts by end October, printing end November, delivered by 1<sup>st</sup> December.
- g) Website – design done, meeting this week to finalise and upload.
- h) Neighbourhood Watch & Community Safety – question regarding the grit bins – confirmed that the Ranger checks them and NSC re-stocks. Volunteers to us as the need arises – anyone can use it for the roads.
- i) Bleadon Floral – working up to Bleadon in Bloom with open gardens etc next year. Also need to do an audit of all tubs, benches, noticeboards etc.

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

- a) Coronation Hall – comments regarding the need to extend the entrance to the car park; concern that the Youth Club would be allowed to seek bookings on the same basis as the Hall and thereby be in competition.
- b) Youth Club – AGM is on 11<sup>th</sup> October. Heads of Terms yet to be drawn up

for discussion.

- c) ALCA – very interesting AGM; Avon Volunteer Service will provide free trees next season, hope to have fruit trees for Bleadon in Bloom. ‘Make Your Mark’ aims to encourage young people to engage in public life. Discuss on future agenda.
- d) Chairman – had received comments that the car park ‘no entry’ signs were now too low, having been lowered as residents thought they were too high. They will be set at 6’6”.

### **314.23 To Receive the Clerk’s report.**

#### **Actions Completed:-**

**Laptop** – Old one to have data removed and held for possible council use.

**Councillor email addresses:** these have been set up and training will be arranged.

**Fly-tipping** – none reported this month.

**Interim Ranger** – the agreed duties have been undertaken well and promptly.

**Noticeboards:** Perpex fitted in board by The Veale. New poster holders installed.

**One Way Working in Car Park:** installed – contradictory feedback received regarding the height of the signs and also the difficulty of entry when making a left turn in.

**HGV Weight limit sign** Bleadon Rd/A370: target date for replacement now first week of October.

**Remembrance Sunday:** Silhouette received; wreath ordered.

#### **Actions Outstanding:-**

**Toilets** – Plan to install metal toilet roll holders to combat theft.

**Noticeboards:** Seeking options for renovating/replacing noticeboards.

### **314.24 Correspondence**

11 Sept – email in info from Microshade re cloud storage for small councils.

12 Sept – letter to Contactus ref grant approval. Letter in – Ranger quote; Troy Planning offering assistance with Neighbourhood Plans.

13 Sept – email in regarding HGV signage now due first week of October.

14 Sept – email out to NSC re comments re one-way works; letter to Youth Club re lease; new allotment tenant contract (returned 26<sup>th</sup>); emailed Lympsham Clerk re Remembrance Sunday; notices and emails sent re Ranger Contract.

17 Sept – email in ‘Images by Hand – a parish map for £500’. Letter in – Ranger quote.

20 Sept – email in Give as you Live – register your charity to receive donations.

21 Sept – email in – Charity Commission Annual Return due for the Play Area.

21 Sept – email exchange - Lympsham Clerk ref A370 speed limit and Remembrance Day.

23 Sept – email in – quote for tree works in the churchyard.

24 Sept – comments from public via councillor re Rectory Gardens vegetation overhanging the pavement; one-way signs too low; allotments compost heap, sheds and polytunnel.

25 Sept – email in – questions re Ranger Contract quote.

26 Sept – emails in – Rough Sleepers info ‘StreetLink’; Planning Enforcement Cases; Healthwatch Newsletter; Nominations request for ALCC officers. Post in – CPRE request to re-join; Electoral Register update; Ranger quote.

30 Sept – London Heart – defibrillator appeal (to increase number of public defibs).

### **314.25 To Agree the date of the next Parish Council Meeting.**

The next meeting will be on Monday 12<sup>th</sup> November 2018 at 7pm in the Coronation Hall.

### **314.26 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. RESOLVED (at 8.50pm).**

The Council **RESOLVED** to continue the meeting beyond 9pm. Proposed Cllr Shepherd. Seconded Cllr Williams.

**314.27 To Consider quotes for the Ranger contract.**

Three quotes have been received and an assessment table produced.  
**ACCEPTED** quote B.

**314.28 To Consider quote for Churchyard tree works.**

Quote received from contractor who provided the tree survey.  
**ACCEPTED** contractor's quote.

**314.29 To Approve Contractor for Pedestrian Access improvements to Coronation Hall.**

The Parish Council agreed to fund 50% of the works (Minute 309.27). Three quotes were received. Quote C was rejected as insufficiently detailed. Quotes A and B were similar and Quote A was chosen. However, the contractor now is unable to start the works. Recommended that Quote B is now pursued.

**APPROVED** revised Quote B. Hall Management Committee to secure and manage the contract.

The meeting closed at 9.20pm.

DRAFT