

BLEADON PARISH COUNCIL

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DRAFT Minutes of a Meeting of Bleadon Parish Council held in the Coronation Hall at 7pm on Monday 10th September 2018.

Present: Councillors Jim Baines (Chairman), Mary Sheppard (vice-Chairman), Steven Hartree, Anne Selway, Jo Richardson, Gill Williams.

Clerk: Marian Barber

16 members of the public were present at the start.

Cllr Kirsten Hemingway arrived at 7.20pm during item 313.3 - District Councillor's report.

313.1 To receive any apologies for non-attendance.

Cllr Bleazard (personal), Cllr Scarisbrick (prior appointment), Cllr Ap Rees (prior appointment), PCSO Aisha Mitchell (on leave).

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

None declared.

313.3 To invite public participation.

i) Members of the public. Mr Neil Rogers, Community Engagement Manager for Truespeed Broadband advised the meeting that current broadband was fibre to the BT cabinet and then copper cable to house. Truespeed aim to provide fibre all the way, maximising speed and future proofing. Public information sessions planned for September and October.

Mr Pyke, Trustee of the Youth Club, read a statement summarising the Trustees' position regarding the renewal of the twenty-year lease due for renewal in November. The main element was the need for flexibility in bookings, both type and timing. The details were to be discussed at 313.28.

A resident spoke regarding the application for access off Purn Lane (313.6). There were 55 objections last time. Surprised that it was resubmitted with no apparent change after withdrawal. NSC advise that no comments can be carried forward – comments must be made again. Closing date for comments is 19th September.

A resident spoke on the same application and stated that there appeared to be inaccurate information in the application, that notices had NOT been posted in the vicinity and not all immediate neighbours had been notified.

ii) Regarding the application above, District Councillor Porter advised that NSC has not changed its stance from the previous application. Letters would be going out on 13th September to 34 neighbouring properties. The law requires a new application to be treated as new.

The application for 200 homes on land off Bleadon Road was refused today.

Cllr Ap Rees had advised Cllr Porter that the suggestion of paying for a desktop road study (313.17) was a waste of money as no other schemes would be supported. The Police are not supportive of speed reduction here.

Neighbourhood Planning is underway in Hutton; Locking is also applying for the £7.5k Lottery funding to start the process. Cllr Porter explained the strength of the resulting Plan

in terms of development planning.

A resident questioned why Hutton had decided to appoint a Data Protection Officer even though it was not necessary for Parish Councils to do so. Cllr Porter explained that the Parish Council had considered it to be a sensible option in order to manage the various requirements of the Act.

A resident questioned who was responsible for dangerous trees on the roadside. Cllr Porter suggested it was usually the landowner but will ask NSC for confirmation regarding trees overhanging the A370. (Cllr Porter left at 7.25pm).

iii) Police report provided by PCSO Mitchell showed 54 calls made to the police by residents of the parish during the period from 9 July to 10 September. The recorded crimes are 1 harassment, 1 anti-social behaviour, 1 burglary non-dwelling. Fly-tipping has increased recently and residents are asked to report incidents to their Beat Team.

313.4 Exchange of Information between Councillors

Cllr Baines explained that a resident had complained regarding noise from children in the Play Area; 6 adults (childminders) and 18 children, not all from the village. The play area is for the use of 'residents of Bleadon and visitors' and it is hoped that those people living nearby will understand that noise will be an issue on odd occasions.

Cllr Hartree, as Chairman of Finance and Personnel Committee, asked councillors to let him know their ideas/proposals and costings for inclusion in the budget for 2019/20. This must be considered at the October meeting. Suggestions may include Bleadon in Bloom, Road Safety, Neighbourhood Planning, Play Area improvements, Allotments improvements, etc.

313.5 To Approve the Minutes of the Extraordinary Parish Council meeting held on 13th August 2018.

The minutes were **APPROVED**

313.6 To Consider new Planning Applications

18/P/4105/FUL - South Hill Farm. Proposed storage barn - access off Purn Lane, Bleadon Hill. Councillors discussed whether it was necessary to have a site visit given that the application was the same as the withdrawn one, which had been visited. On the one hand consistency was important and the council should object again in this case without further visit or discussion; on the other hand it would be useful to hear from the landowner.

PROPOSAL: Object to the application today, on environmental grounds as before, without a further site visit. Proposed: Cllr Hartree. Seconded: Cllr Selway. In favour – four. Against – three. **CARRIED.**

Cllr Williams asked that the Terms of Reference for the Planning Committee be brought to the next meeting in order to make any amendment necessary regarding the precedence of not making a site visit on every occasion.

313.7 To Note planning decisions.

The following decisions were noted:

18/P/3485/FUL Mendip Way Farm, Canada Combe. **APPROVED**

18/P/3165/FUL Mendip Model Racing Club – **APPROVED.**

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

Cllr Williams reported that every household had been invited via the Bleadon News, and two residents had applied to join the group. It is presumed that many more residents are interested but the group is not representative yet. Terms of Reference have been drafted (adapted from others' useful examples) and the initial meeting of the group will be two weeks before the October council meeting. The proposal is for the group to

comprise ten members – three councillors, three parishioners and four villagers. The group will work closely with Hutton and Locking PCs. Questions so far – who will be Treasurer? When do we apply for funding? Must there be a separate bank account? These and other questions will be clarified by the first meeting.
(8.45pm - six members of the public left)

313.9 To Consider future editions of Bleadon News.

It was agreed that the Bleadon News is an important element of village life, not least because not everyone is on the web or social media. The following actions were

AGREED:

1. Cllr Hemingway to lead the production of a November issue.
2. Leaflet on Noticeboards asking for help for this and future issues.
3. Include a request to other organisations in the village to assist.

313.10 To Approve Information Governance Advice and Guidance Service Agreement with North Somerset Council

Although the parish council subscribes to ALCA and SLCC the advice they provide is not always direct or timely.

PROPOSAL: That the Parish Council support the Clerk and purchase the service at £330.00 (ex VAT). Proposed: Cllr Hartree. Seconded: Cllr Williams. In favour: six. Against: one. **CARRIED.**

313.11 To Note the Bank Reconciliation to 31 August 2018

Current = £4,630.02 (uncashed cheques £260.44). Reserve = £64,065.82. Adjusted bank balance = £68,435.40. **NOTED.**

313.12 To Approve the Internet Banking Policy

The Policy proposes a minimum of four Signatories – currently five Councillors are Signatories. Clerk has ‘view and submit’ authority and may transfer sums between accounts held at the same bank; Signatories have ‘view and authorise’ authority, and two Signatories are required to set up or authorise any transaction. Cllrs Baines and Selway are the main authorisers and confirmed that the system has a clear audit trail and is working well. Proposed: Cllr Baines. Seconded: Cllr Selway.

APPROVED.

313.13 To Approve Expenditure

The following were **APPROVED:**

Chq	Payee	Details	Net £	VAT £
online	Clerk	Expenses August Home working	17.33	0
“		Mileage 48 miles	21.60	0
“	PC World	Laptop, Office 365 and McAfee security	416.67	83.33
“	Post Office	Postage 12 x 1 st , 12 x 2 nd	15.00	0
“	Weston-super-Frames	PROW Map framing	63.75	12.75
300823	Contractor	Public Toilet cleaning August 2018	225.00	0
online	GB Sport	Annual ROSPA play equipment inspection	66.00	13.20
online	GB Sport	Monthly play area inspection	15.00	3.00
online	Webglu	Q3 website hosting	70.00	14.00
300824	Bleadon Parish Church Council	Hire of Church Room for Neighbourhood Watch/Community Safety meeting	9.00	0
300825	Cllr Sheppard	Strimming vacant Allotments Lower 7 & 8	40.00	
DD	Vodafone	Mobile phone Aug 2018	14.68	2.93
DD	SSE	Public toilets electric	40.33	2.01
	NSC	Information Governance contract	333.00	66.00

313.14 To Approve future regular payments

The following were **APPROVED**:

Online	GB Sport	Monthly operational inspection – play area	15.00	3.00
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Payment will be made on presentation of the monthly inspection report and invoice starting with September’s inspection.

Online	WebGlu	Quarterly website hosting, backups, support	70.00	14.00
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Payment will be made on presentation of the quarterly invoice starting with January 2019.

Cheque	Bin-it	Monthly dog waste bin emptying	70.53	14.11
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Payment will be made on presentation of the monthly invoice starting with August 2018.

313.15 To Note regular payments made and income received.

The following were **NOTED**:

Regular payments

Online	Clerk	Clerk salary	730.95	
Online	HMRC	PAYE&NI	262.29	
Online	NEST	pension	20.44	

Income

Pay in slip	Ch/cash/ BACS	Details	Amount £	Invoice
000065	Chq	Allotment Upper 8 lower half	8.50	18009
	BACS	Allotment Upper 4 upper half	8.50	18001
000066	Chq	Allotment Upper 4 lower half	8.50	18017
000066	Chq	Allotment Lower 2&3 upper halves	17.00	18012
000066	Chq	Allotment Upper 5 lower half	8.50	18005

Note that Unity Bank has raised the interest rate on the Reserve Account to 0.40%.

313.16 To Review the comments from the public meeting of 13th August and to Consider next steps.

At the public meeting on 13th August it was apparent that attendees thought the Pedestrian island and a speed reduction to 40mph, whilst helpful, was not a sufficient solution to the traffic problems. Many of the written comments submitted suggested that the whole length from the River Axe to the Accommodation Road junction should be made safer.

Cllr Richardson took forward the Road Safety discussion with the Speed Enforcement Unit (SFU) of Avon and Somerset Police. They have already been in situ for 30 minutes and reported a marked reduction in traffic speed. Contrary to District Councillor’s earlier report, the Police Enforcement Unit consider this stretch a very dangerous road. Mr Gowler (SFU) suggested enforcing the speed limit as it stands rather than waiting for a future decision on change. However, the 50mph signs are not enforceable because the law has changed since they were installed. SFU has email NSC to alert them to this fact. **Clerk** to write to NSC as well.

Note that NSC would not contribute financially to the safety schemes proposed by Cllr Ap Rees and considered at the last Parish Council meeting, and Cllr Porter confirmed that NSC had decided not to lower the speed limit further than 40mph.

Noted that Hinkley Point Community Fund was for Somerset communities only and would not cover highway improvements that are a statutory responsibility.

The whole road needs redesigning to make it less attractive for speed. Whatever solution the Parish Council may like, it is NSC who make the decision.

AGREED to pursue getting the existing speed limits correct and enforced.

313.17 To Consider securing a professional Desktop Road Survey Solution for the A370 through Bleadon.

There are companies that undertake this sort of work and initial enquiries suggest the cost

would be in the region of £2500 + VAT. Options include funding from Parish Council reserves and/or seeking contributions from local businesses.
It was **AGREED** that no further action be taken at this time.

313.18 To Consider items regarding remembering World War 1.

The annual Remembrance Service in Bleadon will be in the Church at 10.45 on Sunday, 11th November, followed by the laying of wreaths.

AGREED to order a wreath from the Royal British Legion using the Chairman's Allowance of £50.

Options for commemorating the 100-year anniversary of the end of WW1 were considered.

AGREED to purchase a bench silhouette from the new charity Remembered, who trade under the name 'There but not there'.

AGREED to install this on a bench outside the church and to have a public unveiling of it at the end of the church service.

313.19 To Approve the Environmental Policy

Point 4a of the draft was removed. The policy was then **APPROVED**.

313.20 To Approve the Quote Request for Village Ranger contractor.

The quote request wording was **APPROVED**. Quotes received will be brought to the October meeting for decision.

313.21 To Consider part-year fees for Allotments

A tenant has given notice to end of December 2018 due to relocation.

Motion 1 = adopt the following statements to be included in an Allotments Policy:

a) An existing tenant giving notice by the end of August of their intention to vacate an allotment at any time within the first quarter of the new allotment year will be charged a set fee, being slightly more than one quarter of the annual rent.

b) Full year rent will be payable by 29th September in all other circumstances.

NOT APPROVED – further review of the contracts and a draft policy required.

Motion 2 = charge the requestor £5 for the quarter to 31 December 2018 without setting any precedent. **APPROVED**.

313.22 To Consider a Grant Application

A Contactus event is planned to welcome new residents. The Council welcomed the continuation of these events but questioned the need for a separate booklet to be printed, given that most organisations in the village already produce at least a leaflet of their own which could be included in a pack. The Council would like councillors to be invited to the event.

APPROVED a grant of up to £100, reimbursed on production of receipts.

313.23 To Receive the Following Reports:

- a) Allotments – one full plot taken up, three half plots are vacant, one full plot being vacated at the end of December.
- b) Churchyard – cracked wall checked, no further movement. Clerk to secure the tree works as detailed in the Tree Survey.
- c) Footpaths & Bridleways – Yet to meet with NSC for full discussion. Bridleway repairs very good round Shiplate Road. Clerk to ask NSC whether barbed wire at the bottom end of Pum Lane is permissible on the PROW.
- d) Roads & Transport and Marshalls Liaison – no report.
- e) Children's Playground – the annual RoSPA report shows all is in order. Ranger has fixed the picnic bench and will move to correct position. Better surfacing is required and options are being considered, and potential grants.
- f) Bleadon Village News – as discussed earlier.
- g) Website – discussions with Webglu and Bleadon Bob to improve the

provision.

- h) Neighbourhood Watch & Community Safety – the NW group has been re-established and a meeting held. An overview of the security in the village shows not enough cover.
- i) Bleadon Floral / Bleadon in Bloom – thanks to all residents looking after the tubs.

313.24 To Receive the Following Brief Holder's Reports:

- a) Coronation Hall – meeting is next week.
- b) Youth Club – discussion at 313.28.
- c) ALCA – AGM on 6th October.
- d) Chairman – no report.

313.25 To Receive the Clerk's report.

Actions Completed: - framed the copy of the PROW map – Hall Management Committee will confirm whether / where it may be hung in the Hall. Comments on planning applications submitted; all invoices for the next allotment year have been sent, also letters to two tenants regarding the state of their allotments; BT phone box due for removal by 31st March 2019.

Grey box next to phone box is a redundant drop-box for Royal Mail – seeking removal.

Laptop – new laptop purchased and working well. Old one to be returned to NSC in due course as it is their asset. Cllr Sheppard confirmed that in fact the laptop was bought for £100 from NSC several years' ago and therefore did not need to be returned. If it is to be used by others then all sensitive data needs to be removed. Also needs PAT test.

Information Commissioners Office – councillors using computer to hold and use public's personal data (incl email addresses) should be registered with ICO; review underway.

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

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

Fly-tipping – one incident at Roman Road reported and cleared.

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

Noticeboards: Seeking specifications and quotes for new noticeboards.

Churchyard Tree works: seeking quote for necessary works to be done in Autumn.

One Way Working in Car Park: installed, NSC would like feedback from BPC.

HGV Weight limit sign Bleadon Rd/A370: target date for replacement = 10th September.

Hinkley Point Community Fund – this is for communities in Somerset only; EDF is bound by the terms of the S106 agreement.

313.26 To Agree the date of the next Parish Council Meeting.

AGREED the next meeting will be on Monday 8th October 2018.

313.27 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.

313.28 To Discuss the Youth Club lease and Title to Property

The Youth Club Trustees have given six months' notice of their wish to continue the lease (renewal date 24th November 2018) but would like to update it. A report of the meeting between Trustees and Councillors held on 7th September was given and a discussion ensued. The Trustees will be advised of the Council's decisions.

The meeting closed at 10.20pm.