

BLEADON PARISH COUNCIL

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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 Coronation Hall at 7pm on Monday 11th March 2019.

Present: Councillors Jim Baines (Chairman), Anne Selway, Gill Williams, Mary Sheppard, Andy Scarisbrick, Jo Richardson, Steve Hartree. District Councillor Terry Porter. 11 members of the public.
Clerk: Marian Barber.

320.1 To receive any apologies for non-attendance.

Cllr Ap Rees; PCSO Aisha Mitchell.

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

Cllr Scarisbrick, item 320.6

320.3 To invite public participation.

Mr Adam Leach, representing Marshalls, attended to explain to the Council that the enforcement issue relates to Environment Health rather than Planning. He referred to a complaint that the site lights had been left on all last weekend and apologised for the distress caused, saying that it was now sorted. Cllr Richardson challenged this as the lighting continued to cause annoyance not only in terms of 'dark sky' enjoyment but also distracted drivers at night as the lights were still not shielded. He explained that the consent for housing at the quarry site requires a submission of Reserved Matters by August 2019, and a start 'on site' by August 2021. Marshalls has still not finalised a corporate review regarding the Bleadon site. They are therefore submitting to NSC this month in order to keep the consent live. There are no changes to the original application; if NSC require updated surveys these will be provided. He agreed to check with the site manager regarding loud banging from the site, and also why regular road sweeping is not taking place. He welcomed the reinstatement of the liaison meeting led by Cllr Richardson. A member of the public wished to point out that she does not 'demand' anything of the council but she 'asks the council to consider' things. She commented on the lack of an Equal Opportunities policy, stating that other councils put an equal opps statement on all their agendas. She asked whether 320.15 should say '28th February' and not '31st January' and the Clerk thanked her for pointing it out. She stated that the council did not have sufficient funds in the current account to make the expenditure but was reassured when the Clerk explained that the required funds are transferred from the interest-earning deposit account in good time. The member of the public stated that she does not know if the council expenditure is within budget and wanted to know if the council received quarterly statements of spend against budget.

ii) District Councillor Terry Porter had thanked NSC officer for their prompt and efficient action after Cllr Baines had alerted him to the dangerous sign erected by Catherines Inn. Regarding the elections, decision-making is on hold from next week. However, he will continue to help as much as he can. The Open Space contract renews in 2020 and NSC is starting the process of negotiation. It would be useful for him to know what areas in the parish should be included. He continues to give guidance and help to the Bleadon in Bloom team.

iii) PCSO Mitchell had sent a written report stating that there had been 17 calls from residents, with one crime recorded (theft).

- 320.4 Exchange of Information between Councillors**
 Cllr Baines explained that the Catherine's Inn sign was erected on the verge by Huttons garage and blocked drivers' view at this already difficult junction. The prompt removal was much appreciated. However, the now-refurbished Inn now has an over-abundance of bright lighting.
 Cllr Baines reported two complaints – one that the minutes of the last planning committee meeting were not on the web, which was resolved, and one about the state of the field opposite Chestnut Lane.
 The Clerk advised the Council that she had given permission for Weston Town Council Deputy Mayor to wear chains of office in the parish while performing the opening of the refurbished Catherine's Inn this weekend.
- 320.5 To Approve the Minutes of the Parish Council meeting held on 11th February 2019.**
Approved and signed.
- 320.6 To Consider new Planning Applications**
18/P/5070/FUL - Land Adjacent Rivermead, Purn Way. The owner was concerned that the Parish Council's objection had stated that the building was 30% bigger than the original, whereas it was only around 12% bigger. They have revised the plan but it now has the garage in front of the building line. However, it already has outline consent so it is up to NSC as planning authority. **AGREED** to make no further comment (two abstained).
19/P/0004/FUH - Fern Court, Bleadon Hill. The previous application had been viewed by Cllrs Hartree and Sheppard. This application appeared to be an improvement in terms of construction and is an enhancement. **AGREED** to support.
- 320.7 To Note Planning /Appeal / Enforcement Decisions.**
18/P/4105/FUL – Land South Of Purn Road – storage barn. REFUSED (7 Feb).
APP/D0121/C/18/3201332 – (18/00056/AT04) Land to the South West Of Bridgwater Road Bleadon. Alleged Breach: Without Planning Permission the erection of a building for B8 general storage. APPEAL DISMISSED (14 Feb).
18/00515/BCN - Marshalls Mono Ltd. NSC advise there is no breach of planning conditions but advice is for site manager to consider improvements for residents. CASE CLOSED.
18/00557/UAW - Field behind Purn Way. Considered to be re-surfacing of an existing access. CASE CLOSED.
 Regarding the three below, NSC has "*informed the owners that the developments are unauthorised as the relevant planning permissions have not been complied with. Planning applications have been submitted to seek to regularise the developments and it is anticipated that these will be registered shortly.*"
18/00544/NAP - Purn Holiday Park. Non-compliance with approved plans (17/P/1502/F).
18/00576/NAP - Land at Accommodation Road. Development not in accordance with approved plan 16/P/2471/F - number of static homes. New case, to be investigated.
18/00577/BCN - Land at Purn Holiday Park. Breach of condition on planning app **17/P/1502/F** - increase in number of caravans. New case, to be investigated.
NOTED.
- 320.8 To Note Planning Applications/Appeals/Enforcement not yet decided.**
 None at present.
- 320.9 To Consider a response to the Healthy Weston Initiative consultation.**
 The Council made no resolution concerning this item.
- 320.10 To Consider a response to the Draft Joint Local Transport Plan**
 The Council considered that there was insufficient time to respond as a council but that individuals were encouraged to respond.
- 320.11 To Approve the Expenses Policy.**
APPROVED.

320.12 To Approve new Standing Orders and Code of Conduct.

These have been produced using the National Association of Local Councils (NALC) model templates which were revised in 2018 following changes in legislation. Two additions were recommended (*in italics*):

SO 3(g) Subject to Standing Order 3(f) above, a member of the public may speak once, for no more than three (3) minutes, *on an item of business if s/he has given notice to the parish clerk of that intention by noon the previous Friday or if the chairman has used her/his discretion to allow members of the public to speak without prior notification.*

SO 5(f) The Chairman of the Council, unless s/he has resigned or becomes disqualified, shall continue in office and preside at the annual meeting until her/his successor is elected at the next annual meeting of the Council. *The Chairman may serve for a maximum of five years continuously unless no other member is willing to serve.*

The new Standing Orders, including the additions, was **APPROVED**.

The new Code of Conduct was **APPROVED** with no amendments.

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

Initial analysis of the survey underway; key concerns emerging are: recreation facilities for older youngsters; road safety/A370; lack of bus service. Many comments were in the vein of 'we love Bleadon as it is!' £111 of the grant left, expected to be used on the survey analysis presentation. Next steps are to finalise the results, identify key issues and reports needed, and seek additional funding (if/when Locality grants open). Next meetings 20th March, 17th April.

320.14 To Receive the Bleadon in Bloom update and Consider any recommendations.

The report from Cllr Hemingway was read by Cllr Sheppard, summarised below: *'Met with Thatchers who are sending their apprentices to support the plant up for Bleadon in bloom. Apprentice Tom will lead, as in two years' time he will be working in the orchards on Shiplate Road. Tom and Kirsten attended the Bleadon Horticultural Society meeting to pick up tips from the Hutton in Bloom leader – great talk, good tips. Volunteer Rose attended the RHS Seminar in Chippenham on our behalf – her report is on the website. Wildflower Seeds for verges received. Bulbs arriving 18th. Use of polytunnel donated for plug plants – donations of small flower pots wanted. Tool chest and litter pickers from North Somerset, also nets to stop recycling boxes shedding their contents. 3 more volunteers recruited, need 21 if more!'*

The request to vire £60 from 'trees' and £100 from 'benches' to a new heading 'subscriptions/volunteers' was **APPROVED**.

320.15 To Note the Bank Statement Balances to 28 February 2019

Current = £1,069.41. Deposit = £70,203.96. Total = £71,273.37.

NOTED

320.16 To Approve Expenditure

The Clerk corrected the Public Toilet cleaning invoice to £125.00.

Chq	Payee	Details	Net £	VAT £
BACS	Clerk	Expenses February Home working	17.33	0
"	"	Mileage – 39 miles	17.55	0
		Meadow Mania (BiB) Wildflower seed	140.83	28.17
		Riverside (BiB) bulbs	£35.42	7.08
BACS	Contractor	Public Toilet cleaning February	125.00	0
BACS	Adrian Leonard	Contract Ranger to 28 February	392.00	0
BACS	Coronation Hall	Market table March, April, May	15.00	0
BACS	Individual	Church Clock winding to 31 March	33.34	0
BACS	Taylor Thorne	BVN111 printing	675.00	0
BACS	Taylor Thorne	Labels for post boxes on Hall	15.00	3.00
BACS	Taylor Thorne	NP – A2 maps of Bleadon x 4	25.00	5.00
BACS	Aquablast	Gents' toilet drain	85.00	17.00

BACS	Webglu	BPC web hosting Q1 2019/20	70.00	14.00
BACS	GB Sport	Maintenance Check bolts on swings	50.00	10.00
BACS	Individual	Mileage to RHS seminar (BiB)	46.80	0
BACS	Individual	Purchase of Bay Tree for tub (BiB)	15.00	0

APPROVED

320.16.i Motion – To Approve a contribution of £200 to Bleadon Youth Club for the financial year 2019/20. **Proposed:** Cllr Scarisbrick. **Seconded:** Cllr Richardson.

APPROVED.

320.17 To Note payments made and income received

Regular payments

BACS	Clerk	Clerk salary February	751.81	
BACS	HMRC	PAYE&NI February	277.14	
DD	NEST	Pension February	21.85	
BACS	GB Sport	Play area inspection February Inv 2501	15.00	3.00
DD	Vodafone	Mobile phone	14.68	2.93
DD	Southern Elec	Toilets Q4	41.90	2.09

Agreed payments

BACS	Mike Lapage	Repair to stone wall in car park	210.00	
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Income – none

NOTED.

320.18 To Receive the Following Reports:

- a) i) Allotments: Cllr Sheppard reported only one and one half plots available. Good amount of tidying done by tenants. Old sheds and shrubs removed, awaiting contractor to grub out stumps and remove metal/glass rubbish. Liaison meeting with tenants held on 9th March to discuss any issues. Suggestion for a polytunnel was rejected as tenants considered the site to be too exposed. Clerk to provide new signage and to seek hardcore from Marshalls; Ranger to trim verge.
ii) Churchyard: PCC volunteers doing a good job clearing around the graves.
- b) Footpaths & Bridleways: (no report) Bleadon House to Rectory Lane is muddy – Cllr Richardson to seek hardcore from Marshalls.
- c) i) Roads & Transport and ii) Marshalls Liaison: Cllr Richardson reported large articulated lorry with foreign registration came from Shiplate and only just managed to negotiate the bend onto Coronation Road. It went on to Marshalls yard. Lights on all weekend at the yard. Liaison meeting on 2nd April. Two residents and Cllrs Scarisbrick and Baines will attend.
Cllr Sheppard commented that the pot holes in the centre of the A370 from Bridge Road southwards are getting worse.
Speed Humps appeared on Totterdown Lane – these are part of the road layout changes required for the new housing off Wentwood Drive.
- d) Children’s Playground: Cllr Baines reported a complaint from two residents (one household) that childminders were driving to the play area from outside the village and the noise made by the children was spoiling their enjoyment of their garden. They had complained last year as well and the council then had considered no action was necessary. The play area is public (and a charity) and provided as a safe environment for children. After discussion the council **AGREED** to review signage.
- e) i) Bleadon Village News: Cllr Hemingway was congratulated in her absence for another excellent edition. Future editions should have the Council’s address and contact details alongside the councillor list. Volunteer delivery team requires new member for Celtic Way to Roman Road, also need to check that houses at the ‘ends’ of the parish are included.
ii) Website: Clerk endeavours to keep it up to date, posting urgent notices from others (eg NSC road closures). Please let her know if things are missing. Councillors’ attendance record for the year will be posted.
- f) i) Neighbourhood Watch: no report. ii) Community Safety: speed monitoring

continues. Still working to get the correct speed signage on the A370.

320.19 To Receive the Following Brief Holder's Reports:

- a) Coronation Hall: New cooker provide in Jubilee Room kitchen. Current account £14,873; Hall improvement fund £18,010 (to refurbish the main kitchen). Sub-Committee reviewing hire charges. Youth Club confirmed that they won't undercut on booking charges. Brownies' toadstool has gone missing. Question is, where?
- b) Youth Club: lease being prepared, to exclude reference to buildings because it is only the land that is leased. May Fayre road closure will be in effect as long as the Devil's Bridge is open.
- c) ALCA: Suggested that attendance at ALCA meetings and events is reviewed, as we don't seem to take advantage of our membership.
- d) Chairman: no further report.

320.20 To Receive the Clerk's report.

Actions in progress / completed:-

Broken wall in carpark mended.

Online Comment made on planning applications (Agenda 319).

Met NSC re commercial waste (with Halls and Youth Centre reps). NSC to discuss options with Biffa regarding access.

Actions Outstanding:-

Councillor email addresses: training to be arranged

Royal Mail drop box works order signed 25 February so removal is imminent.

NSC yet to complete safety signs.

320.21 Other Correspondence.

Out: letter to Hall Management Committee re contribution; requests to quote sent to four CCTV providers; invoiced BVN 111 advertisers.

In: Letter from NSC Standards sub-Committee; website enquiry re field ownership; Pension increase reminder (to 3% employer, 5% employee); emails re lights on all w/e at Marshalls; Gt Western Air Ambulance request for funds; NSC election briefing for potential candidates at 5pm on Monday 18th March at the Town Hall; copied in to a resident's continuing complaint to NSC about the parish council; ALCA subscription for FY2019/20;

320.22 To Consider a request from the Coronation Halls Management Committee.

The request is for the Parish Council to pay a designated contribution (or more than the £25 increase approved last meeting) towards the cost of WIFI in the Halls. After considerable discussion the Council **AGREED TO DEFER** this item.

320.23 To Consider the NSC Standards sub-Committee decision regarding a complaint against a Councillor.

Cllr Baines asked members if any wished to speak. None did, so Cllr Baines read out a statement for consideration:

"The Councillors have not been given a copy of the complaint and therefore are unable to comment on its content. I have prepared a response for you to consider.

We regret that an individual felt it necessary to complain. We welcome comment, challenge and opinion "in the moment" – we are and want to be seen as approachable and do not want grievances festering over time. We have to make decisions – we work within the rules, we strive to get it right and we consider what is best for Bleadon as a whole parish of many individuals. Not everyone will agree with every decision, but the Council must make decisions by majority vote.

We propose writing to NSC to express grave concern about the process in general. The process allows the complainant to write as much as they wish whereas the Councillor is restricted to reply on one side of A4. The Councillor may not attend the hearing nor have any representative to speak for them. The Councillor has no right of appeal. We

acknowledge that Councillors are volunteers but feel that the process is unfair and would be considered unacceptable in a workplace or court of law.

As a Councillor I feel this process is deeply flawed, contrary to basic human rights, and contrary to natural justice.”

The Council **RESOLVED TO ACCEPT** the statement as representing the view of the Council and also **RESOLVED** to write to NSC expressing concern about the process.

320.24 To Consider disposal of unused office equipment.

AGREED: A) Laptops to be given to Cllr Baines for appropriate destruction. B) Phone to be sent for charity recycling. C) Keyboard and printer to go to electrical recycling.

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

This will be on **Monday 13th May 2019** at 7pm in the Coronation Hall and is the Annual Meeting of the Parish Council.

At 9pm the Council RESOLVED to continue beyond 9pm.

320.26 The Council RESOLVED to exclude the public in order to consider the confidential items on the agenda.

320.27 To Consider quotes for Installation and Management of new CCTV equipment.

Four companies were asked to quote on the basis of supplying and fitting a CCTV security system of five cameras; signage; remote log-in to recordings; annual maintenance. Three visited the site and responded. The Council reviewed the response assessment table and chose Contractor B. Further discussion with Hall Management Committee and Youth Club Trustees is required before implementation and the final purchase and installation price may be subject to change.

The Council **RESOLVED** to secure Contractor B for the works.

The Council **RESOLVED** to allocate £2,000 from Reserves for CCTV.

320.28 To Consider the Clerk's contract and salary.

Bleadon Parish Council employs the Clerk under the terms of the NALC model contract. Cllr Selway had identified some anomalies and explained these to the council. She advised that the Clerk should have moved from scp26 to scp27 on 1st August 2018 after 6 months' satisfactory service and that section 9 of the contract should contain one of the 'either/or' paragraphs in the model contract. In line with best practice Cllr Selway had discussed this with the Clerk and confirmed that she is comfortable with the proposed changes.

The following were **APPROVED**.

- a) Clerk to move from scp26 to scp27 from 1st August 2018
- b) Clerk to receive back pay from 1st August 2018 to 31st January 2019
- c) Cllr Selway to prepare the new contract of employment
- d) Cllr Baines (as Chairman) to sign the contract and write to the Clerk.

The meeting closed at 9.50pm