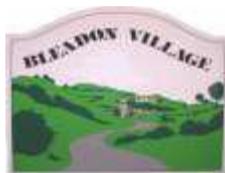


# BLEADON PARISH COUNCIL

[www.bleadonparishcouncil.co.uk](http://www.bleadonparishcouncil.co.uk)



Clerk to the Parish Council

**Maria Bird**

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Minutes of the extraordinary meeting of Bleadon Parish Council held in the Coronation Hall, Bleadon, which commenced at 7.00pm on Monday 27<sup>th</sup> November 2017 when the following business was transacted.

Present: Councillors Steve Hartree (Chairman), Mary Sheppard (Vice Chairman), Ray Blezard, David Chinn, and Richard Dobson (from item 302.5).

Clerk: Maria Bird

Twenty one members of the public were present.

**302.1 To elect a Chairman for the year 2017-18.**

**It was agreed** to elect Cllr Steve Hartree as Chairman for the rest of the current council year.

**302.2 To receive a statutory declaration of office from the Chairman.**

The Chairman, Cllr Steve Hartree read out and signed the statutory declaration of office.

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

No apologies were received.

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

No declarations of interests were received.

**302.5 To approve the minutes of the Parish Council meeting held on Monday 13<sup>th</sup> November 2017.**

**It was agreed** to approve the minutes of Monday 13<sup>th</sup> November 2017.

**302.6 To invite public participation**

- i) Members of the public – A Parishioner requested the Chairman to consider the rewording of 302.1 to include ‘continuation of the year 2017-2018’. The Chairman suggested ‘for the rest of the current council year.’ Cllrs agreed.
- ii) District Councillor was not present.
- iii) Police was not present.

**302.7 To receive the Clerk’s report.**

The Clerk received notification of the external auditor appointment for the 2017/2018 financial year for Bleadon Parish Council. The external auditor is PKF Littlejohn LLP.

The Clerk received a response from NSC regarding the Permanent TRO – 7.5 Tonnes Maximum Weight Restriction on various roads in Bleadon. NSC informed the Clerk that the order will now include coaches in the exemption, not just local buses and school buses. This means coaches will be able to access the lengths of the road specified.

NSC informed the Clerk that the enquiry regarding the Caravan at Purn House Farm had been investigated and there is no breach of planning control.

The new NSC Planning System went live and no weekly planning applications have been received from NSC for w/c 20<sup>th</sup> November and w/c 27<sup>th</sup> November. A Parishioner highlighted that there had been an amendment to the proposed plan for 16 houses on Purn Way.

NSC will be holding a Town & Parish Workshop on 7<sup>th</sup> December, Clerk and Councillors have been invited to attend.

The Neighbourhood Area was approved by Executive member on 27<sup>th</sup> October and actionable from 13<sup>th</sup> November 2017. This has been published on the NSC website.

It was agreed to suspend standing orders to allow further public participation.

A Parishioner asked if there is a planned public consultation to discuss the Neighbourhood Plan; its process and the importance of highlighting advantages and disadvantages of a Neighbourhood Plan to members of the parish so they can make an informed decision. A Cllr and The Chairman highlighted that the Parish Council would look to hold a meeting early next year and no money has been spent thus far on the Neighbourhood Plan.

A Parishioner highlighted that costs would need to be included in the 2018 /2019 budget precept. The Chairman highlighted that in the proposed budget precept for 2018/19 there is no specific allocation of budget to the Neighbourhood Plan.

A Parishioner asked which meeting a request to discuss the Neighbourhood Plan in the public session should be addressed. The Chairman highlighted it should be addressed to the Planning Committee Meeting Agenda.

The Chairman highlighted that if a Neighbourhood Plan should go ahead it needs to be adopted by the majority of Parishioners when it is presented. The Chairman highlighted that the Parish Council will hold public consultation meetings throughout the process.

Standing Orders were reinstated.

### **302.8 Exchange of information between Councillors.**

The Chairman highlighted that Cllr Dobson has withdrawn his offer of resignation.

A Cllr highlighted that he and fellow Cllrs were aware of the article in the press regarding the proposed development within the village, and he had checked the District Council website and can see no planning application. The Chairman highlighted that if a planning application is received then individuals can submit their comments to NSC. The Parish Council will advise NSC of the parish council thoughts to any planning application and he reminded parishioners that the Parish Council cannot make any Planning Decisions.

A Cllr spoke to Parishioners at Village Market regarding Road Safety within the Village. A Cllr was invited and has attended a Lymsham Parish Council meeting to hear concerns

regarding road safety on the A370.

The Chairman highlighted that any activity in the Coronation Hall Car Park needs to obtain permission from the Parish Council.

**302.9 To adopt amendments to Standing Orders by adding Clauses i and h to Clause 13 of the Council's Standing Orders (as detailed at the Council meeting of 13 November 2017) following advice obtained by the Clerk.**

The Clerk confirmed that advice had been obtained. The Council cannot request any office holder to vacate office as highlighted in Clause 13h. The Council has no authority to act on the proposal 13 i). This could be included in the standing orders and included in the minutes, but has no authority to act on the proposal. The Chairman informed Cllrs that he had also spoken to ALCA.

A Cllr requested the Clerk to read out Clause 13 i. The Clerk read the following:

“13i A Councillor may submit a vote of no confidence proposition to the Clerk in respect of any office holder (Chairman/Vice-Chairman of the Council or Council Committee) at least 7 days prior to the meeting at which such a proposition shall be made. Any vote of no confidence proposition shall be adopted only if a majority of two-thirds of Councillors present and entitled to vote is obtained. The Councillor against whom a vote of no confidence proposition is levelled shall have the right to remain in the meeting whilst the proposition is discussed and shall have the right of reply to the proposition. Members of the public and press shall be excluded from the meeting whilst any such proposition is discussed.”

**It was agreed** to adopt the amendments to Standing Orders from 13<sup>th</sup> November 2017 Excluding Clause 13 (i) and 13 (h).

The Chairman then proposed to add in Clause 13 (i) as read out by the Clerk to be added to Standing Orders. **It was agreed** to include Clause 13 (i) into Standing Orders.

**302.10 To consider and agree arrangements for the appointment of a new Clerk and Responsible Finance Officer.**

The Chairman thanked the Clerk for her work.

**It was agreed** to advertise the position of Clerk and Responsible Finance Officer for Bleadon Parish Council in the local press (Western Mercury, 10 by 3 advert for Thursday 7<sup>th</sup> December 2017); ALCA website; SLCC website, Bleadon Parish Council website and Village Notice Boards.

**It was agreed** for the application closing date to be 22<sup>nd</sup> December 2017 and interviews to take place on the 5<sup>th</sup> January 2018 to then place recommendations at the Council Meeting on the 8<sup>th</sup> January 2018. The interview panel will be the full council members.

**302.11 To consider administrative arrangements from the 2<sup>nd</sup> December until a new Clerk is appointed.**

The Chairman highlighted he has spoken to a Parishioner who has previous Parish Clerk experience and has offered to act as an maintenance Clerk, until a new Clerk and Responsible Finance Officer is appointed. The interim Clerks role is to prepare and compile agendas and place on council website; to write up minutes and place on the council website; review emails and respond after consultation with the Chairman; to share emails from NSC consultation documents to Parish Councillors; prepare Cheques for payment and maintain the council's finance records.

The Chairman highlighted that in the interim period to contact the Clerk via email or by

letter addressed to the Coronation Hall and a message will be placed on the mobile phone reflecting this.

**It was agreed** to appoint the Parishioner into the interim Clerk role, until a new Clerk and Responsible Finance Officer is appointed.

**302.12 To agree the date of the next Parish Council Meeting.**

The next meeting to be held on Monday 11<sup>th</sup> December at 7.00pm.

**302.13 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 items of business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.**

**It was agreed** to exclude the press and public.

**302.14 To consider arrangements relating to the termination of the Clerk's employment.**

Arrangements relating to the termination of the Clerk's employment were discussed and agreed.

It was agreed for the interim Clerk to be on a consultant basis and hourly rate was agreed. The Clerk recommended for Contract / Confidentiality Agreement to be arranged for the interim Clerk. The Chairman agreed to action this.

**302.15 To consider the draft minutes of the North Somerset Standards Sub-Committee held on 23 October 2017.**

The draft minutes of the North Somerset Standards Sub-Committee was discussed and noted.

The meeting closed at 9.15pm.