

# KINGSTON SEYMOUR PARISH COUNCIL

**DRAFT** Minutes of a meeting of the Kingston Seymour Parish Council held on  
**Thursday 12th November 2020 at 19.30**  
On the Zoom Video Communication System

Councillors Present:

Mike Sewell (MS) Chairman  
Bryony Cole (BC)

Richard Barber (RB)  
Paul Cox (PC)

Zoe Bartlett (ZB)  
Ian Wariner (IW)

In attendance:

Steve Dixon (SD) Clerk & RFO  
1 Member of the Public

District Councillor Wendy Griggs

**1. Apologies for absence**

Apologies had been received from NSC Liaison Carolyn Hills and the Police team.

**2. To record declarations of interest in items on the agenda**

None

**3. Members of the public are invited to address the council**

There were no members of the public who wanted to address the Council.

**4. To confirm the minutes of the following meeting:**

**Meeting – 9th September 2020**

Confirmed as a true record. Proposed by PC, seconded by RB and supported unanimously.

**5. Police and Neighbourhood Watch**

The Clerk noted that the Yatton Area Police Newsletter had recently been issued to all Councillors and had been posted on the Village Facebook group by one of the Police team.

Of all the reported criminal activity, the vast majority was for Anti-Social Behaviour which had been particularly prevalent in Yatton recently. It was also noted that there had been a large fire in the old Jewson building near Yatton station and that there was evidence of travelling groups in the area.

There had been no incidents reported separately by the Neighbourhood Watch team.

**6. Infrastructure. To receive updates and to agree the next actions.**

**6.1 Tutshill Sluice Access Route**

There was no new news from the Project Manager but the Clerk believes that preparatory work is continuing with a plan to start on site in March 2021.

**6.2 Coastal Footpath**

There was no progress to report. Whilst an Inspector has been appointed, as far as Natural England are aware, she has not undertaken any visits or announced the dates for any hearings because of COVID restrictions.

**6.3 Roads and Footpaths**

Following the last meeting, MS met face to face with the lead NSC engineer and they resolved the way forward for Lampley Road and which was subsequently executed. There had followed a closure of Lampley Road for Bristol Water to undertake some work. The Parish Council had negotiated a tight timescale and the work had been done without major disruption.

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The Clerk has been advised that the New Cut Bow to Strode Road section is to be closed in on the 27th November for one day and he will publish this to the village in due course.

The Clerk had written to the parishioner who had suggested the new path to advise that the Council did not support it at this time and therefore did not put it forward to NSC. The review of the existing footpaths had been submitted to NSC with some suggestions and feedback was awaited. An issue with the condition of the second M5 crossing has been taken up with Highways England.

## **7. Services, Resilience & Community**

### **7.1 Village Maintenance & Environment**

RB and SD had been working with suppliers and crafted a two pronged attack on the roadside maintenance needs.

Antony Harris had agreed to machine cut the specified areas in Work Package A in April and July for £90 (plus VAT) per cut. To achieve a third cut of the area around the entrance gates, the specification of the separate "Hedge and Verge" cut in 2021 will be increased to specify what we require in this area.

Steve Harris has offered to do the manual cuts specified in Work Package B in April, July and September for £300 and 2 x £200.

It was proposed by RB, seconded by PC and supported unanimously that the Council should proceed with these arrangements

*Action: Clerk to confirm our requirements and pricing with the contractors.*

It was suggested by PC that the stretch of railings that lead north from Rookery Close should be included. It was proposed that the Clerk should establish the additional cost for adding this stretch to Work Package B for discussion at the next meeting.

*Action: Clerk to request an additional price from the contractor.*

Concerns were raised about the state of the concrete/metal railings in many of the areas that will be the subject of the work packages and will therefore probably "look worse" as a result of the cutting. RB will work on alternative ways forward for discussion at the January meeting.

*Action: RB to work with the Clerk to draw up different alternatives for the repair of the railings in the village.*

Village Maintenance & Environment will continue as a standing item on the Agenda.

MS had been pursuing the issue of available land and has been able to secure the free use of a field in the centre of the village for next year's Village Sports Day. The Church owns the land and the farmer who owns the lease has kindly offered to cut the area before the due date to ease any final preparations needed. No other Church land is currently available for the Parish Council to rent.

The Clerk reported that under the National Grid planting scheme, that 12 landowners had applied under the scheme and that provided they all proceeded, the village environment would benefit from 150 new trees, 865 linear metres of infill hedging, 861 metres of new hedging and 9,516 square metres of new woodland.

### **7.2 Peace Rose**

The Clerk reported that Avril Gaunt has proposed that she purchases an additional Peace Rose for the village and suggested that it could be placed in the corner of the War Memorial compound by the signpost.

After discussion, it was proposed by ZB, seconded by BC and supported by a majority that the offer should be accepted

*Action: Clerk to contact the donor to progress.*

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## **7.3 Climate Emergency**

NSC has declared a Climate Emergency as have many other local Town and Parish Councils and new plans were being drawn by NSC. Councillors agreed to maintain a watching brief over these developments to ensure that the village' interests are protected.

## **8. Administration**

### **8.1 Financial Regulations Review**

The current Financial Regulations had been adopted in November 2019 and the Clerk reported that there had been no new alterations suggested by his professional body or by ALCA. The Clerk had issued the document for review by Councillors as per the normal practice.

It was proposed by ZB , seconded by PC and agreed unanimously that the policy be readopted for a further year

*Action: Clerk to place the re-adopted policy on the website*

### **8.2 Agree a schedule of Proposed dates for meetings in 2021**

The Clerk had issued a set of proposed dates for the Council's 2021 meetings. Whilst nothing could be certain at this point, he proposed that Councillors lodged these dates in their diaries with any necessary changes agreed along the way. After discussion, the agreed dates are: *Thursday 14th January, Thursday 11th March, Monday 10th May, Wednesday 14th July, Thursday 9th September and Tuesday 9th November.*

At this stage no venue had been sought for the meetings and conducting the meetings on Zoom would be the defender solution until Government guidelines changed. If permitted, an Annual Parish Meeting will be scheduled between 1st March and 1st June in accordance with statute.

### **8.3 To note the position regarding the Parish Council Constitution**

The Clerk had issued a briefing to Councillors about how all Parish Councils are constituted and the powers that are vested in them by statute. This was duly noted.

## **9. Finance**

### **9.1 To receive the current Financial Report.**

The Clerk advised that the Council had – in accordance with a resolution at the last meeting – had given instructions to its bankers to transfer £2.5k into a specific reserve account to support future work on the War Memorial.

The clerk reported that overall, the Council had financial assets totalling £17.5k after settlement of due items. The budget to the end of March 2021 suggested a new position of £9.8k but this was now more likely to be £12k due to likely underspend on some budget lines and subject to other allocations agreed by Councillors.

### **9.2 To discuss and agree s137 grants and to consider additional financial support for graveyard maintenance**

The Clerk explained that under the Local Government Act 1972, s137, the Council are allowed to spend an annual amount of up to £2762 on items that were not specifically permitted by statute provided these items are in the interests and for the benefit of individuals of/or the whole community. The items budgeted and identified so far were: Village Hall Wi-Fi, Support for the Post Office, VE Day Wreath and Village Magazine. If the Wi-Fi was supported to year end, the total of these items would be £851.

It was proposed by PC, seconded by ZB and supported unanimously that Wi-Fi funding should continue until the Truespeed connection was provided to the Village Hall. We understand that this connection will then be free to the Village Hall.

Following a request from the Village Hall, it was proposed by PC, seconded by ZB and carried unanimously that the Village Hall would receive a grant of £150 to source and erect a Christmas tree in their car park for the enjoyment of the whole village.

*Action: Clerk to advise the Village Hall of these decisions and forward a cheque for the tree.*

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Quite separately from the powers given by s137 of the Local Government Act 1972, the Council is permitted – under s214 of that act that the Parish Council – which becomes a “burial authority” for the purposes of this act – may “contribute towards any expenses incurred by any other person in providing or maintaining a cemetery in which the inhabitant’s of the authority’s area may be buried” Accordingly, the annual grant for graveyard maintenance – budgeted this year at £450 – falls within this sanction.

The Clerk had received a letter from the churchwardens explaining that several trees within the graveyard had been identified as needing urgent attention to prevent danger to the public. This work was being undertaken at a cost of £1500 (+VAT) and the Parish Council had been asked if it could contribute an additional sum this year to assist.

After discussion, it was proposed by PC, seconded by ZB and supported unanimously that the council would contribute a sum of £900 towards the cost of this additional work.

*Action: Clerk to inform the churchwardens and send a cheque.*

### **9.3 To discuss support for the Bristol Airport legal challenge fund**

The Parish Councils’ Airport Association (PCAA) of which this parish council is a member, is leading local resistance to the appeal which is being raised by Bristol Airport against the decline of their planning application to increase the permitted number of passengers per annum. It is expected that the Public Enquiry will commence around July 2021.

Significant sums have already been pledged by other Council’s towards the objective of reaching a fund of £40k. It was suggested that a proportional contribution from KS would be some £300. After discussion, it was proposed by RB, seconded by PC and supported unanimously to contribute £200.

*Action: Clerk to send cheque to the PCAA.*

### **10. Reports from External Meetings**

RB attended a virtual AGM of the PCAA where the main point of discussion was the forthcoming appeal. It was noted that the subscription would remain as £75 next year.

PC reported that redecoration of the village hall was progressing well and that there had been many donations of materials and time which were greatly welcomed. The electrical system is being replaced and this work should be completed by year end. Subject to Government guidelines, it is hoped that bookings can restart in January.

### **11. To consider attendance at forthcoming meetings**

MS and the Clerk are booked to attend NSC Local Plan 2038 Briefings next week.

### **12. To receive information about recent correspondence**

The Clerk advised that there had been nothing new that had not been issued or covered on the agenda.

### **13. To agree any items to be placed on the next regular meeting Agenda (14th January 2021)**

It is likely that the next meeting will also have to take place on Zoom.

It will be necessary to discuss the precept required for 2021/22 and a draft budget will be presented to inform this decision. Review of progress on items noted above

### **14. Confidential Item**

A note prepared by the clerk relating to the planning process was discussed and agreed as the way in which the Council will proceed.

The confidential item was discussed, and a way forward agreed.

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There being no other business, the meeting closed at 21.40

*Steve Dixon*

Steve Dixon,  
Clerk & Responsible Financial Officer, 13th November 2020