

# KINGSTON SEYMOUR PARISH COUNCIL

**DRAFT** Minutes of a meeting of the Kingston Seymour Parish Council held on  
**Monday 4<sup>th</sup> September 2017 at 19.45**  
In the Kingston Seymour Village Hall

## Councillors Present:

Mike Sewell (MS) Chairman	Paul Cox (PC)	Caroline Harris (CH)
Peter Harris (PH)	Fred Malton (FM)	Mike Wallis (MW)
Ian Wariner (IW)		

## In attendance:

Steve Dixon (SD) Clerk & RFO	Judith Hadley, District Councillor	
David Fish (DF), North Somerset Council	Michael Herbert (MH), North Somerset Council	Kate Gillam (KG), Neighborhood Watch
9 parishioners		

## **1. Apologies for absence**

District Councillor Jill Iles. Parish Liaison Officer, Carolyn Hills. Police Representatives, Adam Clarke & Rachel Sellars

## **2. Declarations of Interest on items on the Agenda**

Councillor CH declared an interest in Item 4.

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

MS thanked the parishioners who had attended and confirmed with them that it was the Cycleway in which they were interested. That being the case, Item 4 would include the discussion with parishioners.

## **4. To understand the latest proposals for the proposed Cycle Route through the village.**

David Fish (DF) attended on behalf of North Somerset Council (NSC) to explain the current position with the proposed Cycle Route from Weston to Clevedon.

By way of background, DF advised that the proposal had first been discussed in 2012 but had been stood down when Natural England declared their intent to create a Coastal footpath and North Somerset Council deemed it most appropriate to work with them at the due time. The Coastal Footpath work is underway and it is NSC's intent to work closely with Natural England.

The creation of this Cycle Route being part of North Somerset Council's overall strategy to encourage greater access to areas of the county and a healthier lifestyle.

A document – dated August 2015 and entitled “*Weston to Clevedon Cycle Route – Tutshill Crossing Proposals: Kingston Seymour to Wick St. Lawrence*” - was available (and will be placed on the Kingston Seymour website), but DF stressed that whilst this a good starting point, he would be reassessing the proposals in this document to re-test their validity so it could not be assumed that these proposals were exactly what was going to happen.

By way of timescales, DF envisaged that initial feasibility work will be completed in this financial year (i.e. by the end of March 2018) – that in the FY 2018-19 there would be funding applications made to various bodies and planning permissions sought where required – the in 2019-20 once funding was in place, a three month tender period would be started, with construction some time later on in that financial year. The project could easily take up to 5 years to deliver

A number of questions were raised by parishioners at the meeting and these have been summarised and listed on the supplementary sheet to these minutes. These questions will be formally submitted to North Somerset Council and this list will be maintained and developed going forward. A copy of the latest position will be placed on the Kingston Seymour website.

Action: Clerk to create and maintain the list and to formally write to North Somerset Council

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MS acknowledged the feelings of many of those in attendance and thanked DF for coming to see the village at such an early stage in proceedings. MS emphasised that a number of fundamental questions were asked which need a comprehensive and robust response. A future visit will be arranged so that DF can update the village on progress and, in the meantime, the question bank will be kept up to date with the latest responses from North Somerset to the questions raised by the parish.

Nigel Cole, the principal landowner involved, offered the Councillors the opportunity to visit the area concerned and this visit will be arranged for the near future.

Action: Clerk to organise with Nigel Cole and Councillors

## **5. To confirm the minutes of recent meetings**

5.1 Meeting of the Parish Council – 10<sup>th</sup> July 2017. Proposed by MW, seconded by PH and supported unanimously.

5.2 Planning Application Meeting – 18<sup>th</sup> July 2017. Proposed by PH, seconded by IW and supported unanimously. It was noted that this application had been subsequently approved by North Somerset Council.

## **6. Police & Neighbourhood Watch report**

PC Clarke submitted a written report stating that the Police' system did not carry any reports of offences in the village in the past month.

*Post Meeting Updated: When subsequently questioned about the "hit & run" in Middle Lane that had featured prominently in the local press, it transpired that the victim had reported the incident in person at Weston and the incident had been recorded on a separate system. Unfortunately, no one had so far come forward to provide any evidence on which the Police could progress their enquiries. There was no new evidence on the lead theft from the Church and this file has also been closed pending any new information coming forward.*

KG reported that there had been a number of "doorstep traders" in the village and that parishioners should be very careful when engaging with such individuals. The village Facebook group was alerting many parishioners to these individuals.

KG is also keen that she has as many email addresses for parishioners as possible as this too is a very fast way of disseminating information to the parish. To that end, KG would like to place flyers in this month's Village Magazine asking for confirmation of email addresses to add to her database. PH offered to print them.

Action: PH to print the required flyers

## **7. Infrastructure Update**

### **7.1 Roads & Footpaths**

7.1.1 – Village Gates. To enhance the definition of the gates, FM acknowledged the previous meeting's request to add signs above them but stated that in his research around other villages, he recommended that the most effective layout was to clear away all undergrowth from in front of the gates and lay a bed of light coloured stones immediately in front of them. Placed on top of the stones would be a sizeable wooden "planter" with appropriate seasonal flowers planted. This would be done on both sides of the road on the downslope in to the village.

After discussion, it was agreed that this would be the way to proceed. CH said she would arrange for the area to be cleared back as a first step.

Action: FM to source materials and implement the project, securing whatever – principally voluntary – help he needed.

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It was agreed that, ongoing, there would be a need to maintain the gates and gate area so a £100 budget was agreed for ongoing maintenance. Proposed by PH, seconded by IW and supported unanimously.

Action: Clerk to earmark £100 in this year's and future budgets

7.1.2 – Village Footpaths. FM reported that he had not had the opportunity to contact NS but would review the state of the footpaths and report them as in need of attention where necessary.

Action: FM to review the state of the paths and report to NSC as necessary.

7.1.3 – War Memorial Compound. A further examination of the state of the lime tree and the silver birch had taken place and this determined that they were both in a dangerous condition. We had also received a letter from the War Memorials trust expressing their concerns about the incursion of the tree and its roots on the memorial.

With the decision having been made to remove the lime tree at the last meeting – and with only one comment having been received from parishioners in response to the article in the Village Magazine it was confirmed that the lime tree should be removed immediately. In addition, and in view of its failing condition and consequent risk to members of the public, it was proposed by PH and seconded by PC that the silver birch should also be removed.

Action: In accordance with Financial Regulations to obtain best value for money, on this occasion and under these circumstances, Sam Harris will be asked to undertake the work and the Clerk will raise a specific order for the work. CH did not participate in this decision.

Action: It was resolved that, as promised, we would obtain two new trees to replace these and, in six months' time, it would be discussed and decided where best in the village to plant these replacements. Clerk to diarise for April 2018. A note to be sent to parishioner who provided comments to confirm the reason for the decision based on H&S concerns

## **8. Services & Resilience**

### 8.1 Green Waste Provision

The Clerk had written to Colin Russell, the Waste & Recycling Manager at NSC, enquiring whether parishioners could have the opportunity to secure more than 2 garden bins – perhaps even at an additional fee. We await his response.

### 8.2 Heartstart Training Courses

Following the success of the event in July and following last month's resolution to arrange more, two new sessions have been booked. These will take place on Friday 29<sup>th</sup> September and Monday 6<sup>th</sup> November. Once again, they will be free to parishioners as the Council will sponsor the donations made to the Heartstart initiative. The Clerk reported that for these two events, the Village Hall committee had kindly agreed to allow use of the hall for free as their contribution to the success and viability of these events.

Following the lead of IW who attended last time, it was recommended that other Councillors might like to attend.

Action: Clerk to advertise these events and manage the bookings and the logistics.

## **9. Finance**

### 9.1 Financial Report

The Clerk reported that the Council had £4,914.45 in its Current Account and £7,130.52 in its Reserve Account as at the end of August. The Council has some £3,000 available for projects and

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refurbishment of its assets in this Financial Year and if it executes these, the out turn at the end of year will be close to budget.

Since the last report, cheques above £100 had only been issued to the Clerk for his monthly salary – net £286.59.

## 9.2 Projects in the Village 2017/18

It was noted that the following projects were already authorised:

- work at the Village Gates
- removal of the Lime and silver birch trees in the War Memorial compound
- paint for the church railings already undertaken
- paint for other railings projects
- paint for the telephone box

and these would get underway as soon as possible.

The Council had received a letter from the War Memorials Trust citing that the memorial had been independently inspected and they were concerned with elements of its condition. Work had been done in 2012 and it was agreed to ask the same company – Nimbus Conservation - to quote for this work.

Action: Clerk to approach Nimbus Conservation to obtain a quote for reference back to Council before committing.

## **10. Planning & Development**

10.1 In recent planning policy documents from NSC, it had been noted that there was a possibility that the “managed motorways” systems would be extended as far as Junction 21 at Weston in due course. There is concern that this might mean that the motorway would be lit at night.

Action: JH is to make enquiries to establish what such a managed motorway plan might involve in terms of lighting.

10.2 NSC have produced a “pen portrait” of the village and it was agreed that MS would review this and submit our changes to NSC.

## **11. Correspondence**

11.1 Bristol Airport Slot Coordination Consultation. It was agreed that the response sent by the PCSS was appropriate and that no further action was needed.

11.2 Concerns were expressed about departing aircraft executing turns whilst still over the village when they should only do this when they are over the channel.

Action: Clerk to write to Bristol Airport expressing our concerns.

## **12. Forthcoming External Meetings**

There would be no one available to attend the Sustaining Services meeting on the 6<sup>th</sup> September or the ALCA AGM on 7<sup>th</sup> October.

The Clerk had been invited to a Regional Training Event in November and after discussion it was agreed that he should attend at a cost of £69 + VAT.

There is to be a PCAA meeting In January which PH intends to attend

## **13. Reports from External Meetings**

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On behalf of the Village Hall, PC reported that following the changes at the Hall, much progress was being made on many fronts - profits were up, hall hire costs were being changed and new chairs and tables are to be procured for the hall.

## **14. Agree Council Meeting Dates for 2018**

To secure accommodation and give certainty to all, the Clerk had proposed meeting dates for 2018. Following discussion and review the following are the booked dates for 2018:

Monday January 8 <sup>th</sup>	Council Meeting
Wednesday 14 <sup>th</sup> March	Council Meeting
Thursday 3 <sup>rd</sup> May	Annual Parish Meeting
Wednesday 16 <sup>th</sup> May	Annual Council Meeting & Council Meeting
Wednesday 11 <sup>th</sup> July	Council Meeting
Monday 10 <sup>th</sup> September	Council Meeting
Wednesday 14 <sup>th</sup> November	Council Meeting

Action: Clerk to book the village hall for these events.

## **15. To agree any items that are to be placed on the next Agenda**

The Clerk advised that a new planning application had been received and that a response would have to be given before the next full council meeting in November. It was agreed that this would take place at 7.30 pm on Monday 25<sup>th</sup> September. MS advised that he would not be able to attend.

Action: Clerk to book the Village Hall Foyer and arrange for the meeting.

It was agreed that the Cycle Route should become a standing Agenda item. Community Resilience and its management was deferred from this Agenda and should be on the November one.

*Steve Dixon*

Steve Dixon,  
Clerk & Responsible Financial Officer,  
19<sup>th</sup> September 2017