

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Wednesday 11th March 2020 at 19.30
In the Foyer of the Kingston Seymour Village Hall

Councillors Present:

Mike Sewell (MS) Chairman
Paul Cox (PC)

Richard Barber (RB)
Fred Malton (FM)

Zoe Bartlett (ZB)
Ian Wariner (IW)

In attendance:

Steve Dixon (SD) Clerk & RFO
Pat Lehain, Natural England (7.2)

District Councillor Steve Bridger

District Councillor Wendy Griggs

1. Apologies for absence

Apologies had been received from Councillor Bryony Cole, Carolyn Hills (NSC) 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 present.

Mr. Pat Lehain (PL) from Natural England (NE) visited to update on the Coastal Footpath. The Chairman agreed to bring this item forward in the Agenda.

7.2 To receive an update on the Coastal Footpath

PL advised that there had been a very informative meeting held recently in Yatton for those who had commented specifically about sections 016 and 017 of the proposals and explained that Natural England's (NE) intention was to protect existing rights but not to grant new ones. Accordingly, NE will be recommending a path that runs inland behind the seawall with a voluntarily observed high-tide restriction on the seawall to protect roosting birds.

PC had also met separately with PL at the site to discuss the needs of the many sea anglers in the area and there was a robust discussion about the access that would be available under NE's plans. NE documentation indicates that everything seaward of the path would be accessible but along this stretch (and some other sections towards Clevedon) NE did not wish to make that obvious to transient walkers – hence the path running behind the seawall. As stated, the existing rights of villagers would be protected.

Other sections of the footpath (from S018) are the subject of objections and are therefore in the hands of the Planning Inspector.

PL Left the meeting.

4. To discuss and agree the Parish Council's position on the following application:

Planning Application No 20/P/0251/FUH

Proposed first floor extension above existing garage at:
Kingford, Middle Lane, Kingston Seymour, BS21 6XP

Councillors had viewed the property from the road and it was agreed that the Council was comfortable with the overall proposal but would recommend that the material used for the horizontal boarding is appropriate to the style of the village. Proposed by IW, seconded by FM and supported unanimously.

Action: Clerk to convey comments to NSC

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5. To confirm the minutes of the following meeting:

Meeting – 11th January 2020

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

6. Police and Neighbourhood Watch

The Police team reported that they had received two reports in the period since the last meeting – one was regarding suspected hare coursing in Middle Lane and the second was an alarm activation on an industrial unit in Back Lane but this proved to have been caused by a power outage.

7. Infrastructure. To receive updates and to agree the next actions.

7.1 Tutshill Sluice Access Route

The Clerk had contacted the Project Manager who reported that the ground investigation for the bridge footings had been completed which would enable the commencement of the detailed design. The continued delay in funding means that work cannot now start until March 2021 at the earliest because of over wintering birds. The highways changes in KS were now unlikely to be done before September 2021.

7.2 Coastal Footpath

Comments above.

7.3 Roads and Footpaths

The Clerk reported that he had been around the village conducting an audit of the painted signs that the Parish Council had commissioned, and which had only been implemented in October 2019. He had compiled a reconciliation to the original specification and had supporting photographs to show how poor some of the signs were already. Having discussed it with the roads lead (FM) and the chairman, council was asked whether it supported sending this data to NSC and to request what remediation they proposed. Council agreed that this should happen

Action: Clerk to submit findings to NSC and to ask for their proposals

Whilst conducting this audit, the clerk had also noted other areas of particular concern, had approached NSC about the far end of Ham Lane and had received a holding response. The clerk explained that he believed that presenting an holistic approach to NSC – as had been suggested as the last meeting – may prove beneficial so he had created a separate portfolio of the worst sections of road at present. Again, after discussion with the roads lead and chairman, this was presented to Council. After discussion, it was requested that Lampley Road be added to the portfolio as this was showing severe signs of breaking up, and that the list should be submitted to NSC for action.

Action: Clerk to submit data and photographs to NSC and ask for their proposals.

The clerk also reported that he had asked NSC to clean the drains on the downslope of the motorway bridge into the village.

8. Services, Resilience & Community

8.1 Village Maintenance & Environment

A work package for roadside vegetation maintenance had been designed and agreed between RB, MS and the Clerk. This had been advertised to potential contractors through social media and the website. Unfortunately, there had been no approaches for more information.

After discussion, it was agreed that Councillors would contribute suggested names to a list which the clerk would compile and circulate with a view to approaching potential candidates. The clerk will also approach Glendale to see if they can be interested.

Action: Councillors to advise Clerk of suggested candidates.

Action: Clerk to approach Glendale.

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8.2 Resilience

ZB reported that she had been working on updating the Community Resilience plan and contacting the named individuals to check that they were still willing to participate.

The more immediate challenge of the Corona Virus was discussed. The Parish Council will always follow the Government and District Council instructions and for now, it was proposed by FM and seconded by IW that the website points users to the NHS and Government websites.

Action: Clerk to set up a page on the website linking to official sites and to refer to this from a Facebook post

Because of the speed with which the situation changes, the Parish Council will remain close to developments and ZB will lead the Parish Council response.

8.3 Local NHS Changes

IW explained how the structures within the NHS were consolidating and a set of slides was provided.

9. Administration

9.1 Social Media & Electronic Communication Policy Review

The Clerk had proposed a revised policy document informed by his professional body. The proposed policy had a broader scope but simpler words. It was proposed by RB, seconded by IW and carried unanimously that the new policy would be adopted.

9.2 VE Day Commemorations

Following guidance both nationally and from the District Council, MS had proposed a model for commemoration to take place on Friday 8th May as follows: Wreath Laying at the War Memorial, Church Service, Village Hall "pub night" with a moment's pause and reflection at around 7pm.

Key village organisations had been engaged and were supportive and Council was happy that this proceeds in this form.

10. Finance

10.1 To receive the current Financial Report.

Councillors received an update which projected to the year end on 31st March. Looking to the end of the month, the Council should have £8,591 in its current account after all due items had been paid. There is a further £7,154 in the reserve account.

The clerk/RFO stated that the Council had not yet been invoiced for the road safety work that it commissioned so these funds will be carried over to the next FY. Cheques for over £100 issued to the end of the month will be the clerk's monthly salary (£318 twice).

The clerk reported that to save overall cost, he had entered an arrangement with Hewlett Packard whereby to cover the cost of printer ink, he paid a monthly fee of £7.99 for a certain number of pages printed. He forecast that over the course of the year his own and the Council's printing represented a 50:50 split. It was proposed by IW, seconded by PC and supported unanimously that the clerk could claim half of the monthly amount paid.

10.2 To agree the Clerk's remuneration for the FY 2020/2021

The clerk/RFO advised that pay scales had not been agreed for local authority workers at this moment but that under his contract, the clerk was entitled to move one more point up the pay scale (to 23). It was proposed by IW, seconded by FM and supported unanimously that the clerk would be paid at scale point 23 and at whatever the agreed hourly rate for that becomes.

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10.3 To agree a Budget for FY 2020/2021

The clerk/RFO presented a budget for the forthcoming year, reflecting an anticipated income of £11,545 and expenditure of £17,482 – including the delayed expenditure for the road safety work of £3,000.

After discussion of the budget lines, Council agreed that the budget would be adopted for the forthcoming Financial Year.

11. Consultations

11.1 Draft Marine Plan for the South West

The Marine Plan consists of a 56 page document and 856 supplementary pages. After discussion it was agreed that the Council would not invest time in studying and responding to the document.

11.2 NSC – Parking

This consultation focuses on Weston, Clevedon, Nailsea and Portishead – towns which many of our Parishioners use. After discussion, it was agreed that individual councillors would respond on a personal basis.

11.3 NSC – Your Neighbourhood

This is a wide ranging consultation on many NSC provided services. Councillors discussed the various services being considered and felt that a Parish Council response is appropriate.

Action: Clerk to draw up a draft response and submit it for consideration by Councillors

12. To discuss and agree the Parish Council's element of the Annual Parish Meetings on 20th May

Councillors were briefed that the Parish Council had agreed with the two other major village groups – the Friends and the Village Hall – that we would hold a joint Annual Meetings evening on Wednesday 20th May. The Parish Council would take the opening slot and slides would be created in due course.

Action: Clerk to create a draft set of slides for agreement with the Chairman and to share with Councillors in early May.

13. To receive reports from external meetings attended by members and the clerk.

The Clerk had attended an NSC "Town and Parish" forum meeting which had largely focussed on the new leadership team of Development & Environment and their consultation plans (as noted above). Slides had been circulated to Councillors.

14. To consider attendance at forthcoming meetings

RB will attend the PCAA meeting on the 19th March.

15. To receive information about recent correspondence

The Clerk advised that since the agenda was issued, he had received notification from the Church of England that they do not have any available land in Kingston Seymour. This supplemented his previous enquiry with the Diocese which confirmed that the land they had in the village was on long term agricultural tenure.

The clerk reported that landowners in the village had requested 129 trees, some 1500 metres of hedgerow and 8,000 square metres of woodland from the Hinkley Point project. The decision as to what would be granted is pending.

The Clerk had received notice from NSC of a Pre-Commencement consultation for the new Local Plan. Councillors agreed to wait for the Consultation document to be issued before commenting.

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16. To agree any items to be placed on the next regular meeting Agenda (Monday 4th May)

Discussions about Community Space and Community Composting should supplement follow up on relevant items from this meeting.

There being no other business, the meeting closed at 21.55.

Steve Dixon

Steve Dixon,
Clerk & Responsible Financial Officer,
16th March 2020