

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Monday 11th March 2019 at 19.30
In the Foyer of the Kingston Seymour Village Hall

Councillors Present:

Mike Sewell (MS) Chairman

Paul Cox (PC)

Fred Malton (FM)

Caroline Harris (CH)

Ian Wariner (IW)

Peter Harris (PH)

In attendance:

Steve Dixon (SD) Clerk & RFO

Carolyn Hills, NSC Liaison

3 Parishioners

1. Apologies for absence

District Councillor, Jill Iles: PC Adam Clarke: Neighbourhood Watch Co-ordinator, Kate Gillam.

2. Declarations of Interest on items on the Agenda

None

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

A member of the public spoke about the process supporting decisions made by the Council for the Road Safety Strategy last November and a different member of the public added a statement on the same point. The Chairman thanked the speakers for bringing their concerns to the attention of the Council.

Actions: - Clerk to organise a closed meeting for the Council to discuss this matter.

- Chairman to write to the three correspondents with a response to their concerns

4. To confirm the minutes of the meeting on the 10th January 2019

The minutes were agreed as a true record. Proposed by PH, seconded by FM and carried unanimously.

5. Police Report

PC Clarke submitted the following written update.

An investigation was underway about a serious incident at a property in the village.

There had also been instances of suspicious telephone calls being made during the night and a sudden death which proved not to be suspicious. NSC had been called to clear mud from a road and a driver had reported hitting a deer.

It was noted that there had been some petty vandalism occurring in the village.

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6. Infrastructure

It was noted that the Strawberry Line extension as far as Kingston Bridge from Yatton was progressing at pace and it is understood that signage to be placed at the end of this stretch will signal cyclists to route to Clevedon through Kingston Seymour. This could see a significant increase in cycle traffic along Lampley Road and up Back Lane.

Action: Chairman to request clarity from NSC on any proposed signage they intend to put in place once the Yatton to Kingston Bridge route opens in the summer of 2019

Significant potholes are appearing in the village roads and these should be raised with NSC as a matter of urgency for fixing.

Action: FM & Clerk to review the road issues record and highlight needed repairs to NSC.

7. Services, Resilience and Community

It was noted that a presentation is to be given on Thursday 14th March by “Truespeed” - an independent Broadband provider – about the service they could offer to parishioners if sufficient households signed up. Apparently, they have launched such a service in Kenn.

8. Administration

8.1 To review the Council’s Social Media Policy

As part of the rolling review, the Social Media Policy – first adopted in November 2016 – was due for review. Councillors had received a revised document in advance, and after discussion, it was proposed by IW, seconded by PH and carried unanimously that the proposed revised wording be adopted and form the new policy.

Action: Clerk to finalise and place the new version on the website

8.2 To discuss and agree remuneration for the Clerk for 2019/20

The Clerks’ contract states that they will automatically gain a scale point increment every year unless this is withheld by Council. The nationally agreed scale has also increased, and this means that the clerk will receive £11.22 per hour. The total wage bill for the new year will be £4,779 – still representing a saving of £384 over the peak year of 2015/16.

It was proposed by CH , seconded by FM and carried unanimously that the clerk should receive the increment that he had earned.

8.3 To agree a date and an outline Agenda for the Annual Parish Meeting

Because of the forthcoming election, associated requirements and hall availability, the clerk stated that the APM could be held on May 1st – as is currently booked – or could be held on Thursday 23rd May giving an opportunity for the new Council to introduce itself to parishioners.

After discussion about the pros and cons of each option, it was proposed by PH, seconded by FM and carried unanimously that the date be changed to May 23rd. The agenda will be drafted and offered to the new Council for ratification on the 13th May.

Action: Clerk to ensure that all arrangements are put in place.

8.4 To present the process for the Local Elections on the 2nd May

The clerk had been issuing information to Councillors as he had received it from NSC and now provided a simple summary of the key dates. The last date for nominations to be received is 3rd April and we will know if an election will need to take place on the next day.

The existing Council formally retires on Tuesday 7th May and the new Council becomes active. The Annual Meeting of the Council is scheduled for Monday 13th May and summons’ for this will be issued to the new Council on Tuesday 7th May.

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9. Finance

9.1 To receive the current financial report

The Parish Council will have some £5,540 in its current account and £7,137 in a business reserve account once all items due in this Financial Year have been paid out.,

There had been no cheques over £100 – other than the clerk’s salary – issued since the last meeting and there were no more due before year end.

£626 had successfully been reclaimed from HM Government for VAT paid during the financial year.

9.2 To agree and Interim Budget for 2019/20.

The Clerk presented a proposed interim budget which would carry through until the new Council discussed it in May.

The clerk pointed out some key items – such as that for the Road Safety strategy, hedge trimming, training for new councillors and a figure of £700 as a potential cost to the Parish for the forthcoming election and which he had based on outline information received from NSC. The full cost will be known once we know whether a contested election is to take place for both the Parish and/or the District.

It was proposed by FM, seconded by PC and carried unanimously that this interim budget be agreed and that it be recommended to the new Council.

It was suggested that a fund to maintain specific items – such as the War Memorial – should be started so that such funds were ringfenced to provide for the inevitable maintenance in a few years time. It was agreed that this idea should be considered by the new Council.

Action: Clerk to ensure that this suggestion is tabled to the new Council once they are in office.

10. To discuss the Joint Local Transport Plan to 2036

The documents from Travelwest and the draft response from the PCAA had been circulated in advance to Councillors. After discussion, it was agreed that PH would compose a draft response on behalf of the Council

Action: PH to respond on behalf of the Council by 20th March.

11. To receive information about recent correspondence and to agree any further action.

The Clerk had received information about a Keep Britain Tidy campaign period but it was agreed that we did not want to destabilise the excellent work already going on in the village. The Clerk mentioned the NSC Travel to Work survey which was running this week and for which he had distributed publicity in the village hall, on the noticeboard and on the website.

The Clerk had received notice of a consultation about Local Planning Requirements that was being promoted by NSC. FM volunteered to review and comment back on behalf of the Council.

Action: FM to respond to NSC by the due date.

The Clerk had received notice of the referendum on the Yatton Neighbourhood Plan which is to take place in April. He had also received a letter from Great Western Air Ambulance but, consistent with the Council’s policy, he would politely decline their request for funding.

Finally, the Clerk advised that there on today’s planning list, there was a planning application for land at Mendip View Farm and CH confirmed this. It was agreed that a site visit would be necessary before a planning meeting took place and that the Clerk should establish available dates and check with Councillors.

Action: Clerk to check applicant, village hall and Councillor availability in order to find a date when this application can be reviewed.

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12. Items for Next Meeting – 13th May 2019

Two formal meetings will take place on the 13th May. The first will be the Annual Meeting of the Parish Council – at which a Chairman for the year will be elected and other statutory requirements are fulfilled. This will be followed by a regular meeting of the new Council and which will include finalising the APM agenda and confirming the 2019-2020 budget.

There being no other business, the meeting closed at 21.00.

Steve Dixon

Steve Dixon,
Clerk & Responsible Financial Officer, 12th March 2019