

# KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on  
**Monday 11th November 2019 at 19.45**  
In the Main Hall of the Kingston Seymour Village Hall

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. Apologies for absence**

Apologies had been received from Steve Bridger & Wendy Griggs (District Councillors), Carolyn Hills (NSC) and PC Jen Clark and 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.

**4. Planning**

**Application 19/P/2426/FUH – Rear single storey extension, replacement garage and carport at Ashley Acre, Back Lane, BS21 6XA**

Councillors had reviewed the plans and were familiar with the property. After discussion the Application is unanimously supported.

*Action: Clerk to convey the Council's view to the planning officer at NSC.*

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

**Meeting – 12th September 2019**

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

**6. To receive a Police Report and Neighbourhood Watch update**

The clerk reported that PC Adam Clarke had been seconded away from the patch for a while and had been replaced by PC Jen Clark. The clerk also noted that PC Clark and the two PCSOs had been in attendance at a "Beat Surgery" on Tuesday 29th October. Councillors noted that they had seen the PCSOs in the village more frequently and felt that this was positive.

The clerk reported that he had been told that the only crime recorded on the Police system had been the burned-out vehicle in a field by Lampley Road and Councillors questioned why the reported van break in on 4th November did not seem to have been recorded.

*Action: Clerk to ask PC Clark why this item was not advised back to him.*

Kate Gillam, on behalf of Neighbourhood Watch, had no additional information to share.

**7. Infrastructure. To discuss updates and to agree the next actions.**

**7.1 Road Safety Strategy & Road Conditions**

The clerk had audited the work which had been done on behalf of NSC and confirmed that all of the items agreed had been undertaken. However, the "SLOW" painted on the road by Yew Tree Lane did not seem to have bonded to the road surface and needs to be re-painted.

*Action: Clerk to write to NSC to request that this is re-painted*

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Work to be undertaken by village resources to realign the entry gates would be undertaken in the next week. The Parish Council will not request the removal of the centre line over the motorway bridge as resurfacing is likely shortly.

Councillors expressed concern over the amount of mud that had been deposited on the roads by farm contractors during the recent weeks. Whilst some efforts had been made to clear up, in some cases these efforts were inadequate leaving the roads in a very poor and dangerous condition.  
*Action: Chairman to contact the farmers to discuss the situation.*

At a previous meeting, Councillor Steve Bridger had offered to enquire of NSC when they were going to re-surface the portion of Ham Lane beyond the Ox Barns.  
*Action: Clerk to enquire on progress.*

## **7.2 Tutshill Sluice Access Route**

The Chairman had attended a meeting with North Somerset Councillors and project members on location at the Tutshill Sluice. North Somerset Council remain very keen to progress the route but not all funding has yet been received.

In the meantime, design work is continuing, and the Chairman was advised that the route was now going to be built as a multi user route including use by walkers, cyclists and horse riders due to the requirements of where project funding is being provided from

## **7.3 Coastal Footpath**

In response to an enquiry from the clerk, the leader of the project for Natural England advised that they had received 85 representations and 8 objections during the consultation period. The objections are examined by an Inspector appointed by the Secretary of State and may lead to site visits and further reviews. This process is likely to take four to six months. The representations, many from Kingston Seymour residents, are being considered by Natural England and the Parish Council have offered to meet with NE to discuss.

Following detailed examination of the proposals, show that the rights of villagers to access the coast will be protected – notwithstanding where the path route goes – and there may be specific coded gates which will only permit villagers to access beyond the route of the path. Also, the permissive access from Middle Lane will not be affected and as this will remain available only to villagers, the Parish Council will not pursue formalisation of this route with NSC.

## **7.4 Energy – Hinkley Connection and Fracking**

The Hinkley Connection project had issued their autumn update and this is now on the website. Construction work over the Lampley Road is still many years away but parishioners may be interested to read about developments elsewhere in North Somerset.

The clerk noted that on the 2nd November, the Government announced a moratorium on all fracking activity in England *“unless and until further evidence is provided that it can be carried out safely”* The Government’s full Press Release is on the website.

## **7.5 CCTV in the Village**

At the September meeting, the Council received a presentation on CCTV from the Manager of the NSC operation which already covers Weston and the other major towns in North Somerset and it was agreed to discuss further.

The establishment of “Public Space Surveillance” was very complicated and potentially extremely expensive – a figure of £20,000 for just a basic two camera system was suggested - and very challenging to maintain. The Police had expressed the opinion that it was unlikely that the

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circumstances of a crime would lead to any captured images being of anything more than circumstantial evidence and that it was better for householders to protect their own properties with domestic CCTV systems and PIR operated floodlights. These items have become affordable and are subject to few restrictions.

After discussion, Councillors agreed that the high costs of installing and running Public Space Surveillance for the Council could not be justified but instead the benefits of domestic security lights and CCTV with visible signage should be highlighted to the community

*Action: Clerk to include in village magazine article*

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

### **8.1 Village Maintenance**

RB suggested that the village would benefit from a handyman/gardener to undertake certain tasks around the village for the benefit of all and noted that some agreed actions – relying on volunteer labour – simply did not get completed.

After discussion, it was agreed that RB should draw up a schedule of items that could be completed by such an individual and, subject to agreement at the next meeting, the Parish Council would invite contractors (preferably from within the village) to tender for the work.

*Action: Clerk to enquire as to the interest in the village to quote via the village magazine*

*Action: RB to draw up a schedule of annual tasks that could usefully be undertaken by a contractor.*

### **8.2 Resilience**

ZB commented that she had not seen the Parish's resilience plan and that it was hard to find if it was on the website.

*Action: Clerk to send the current resilience plan to ZB and to make it easily accessible on the website*

*Action: ZB to meet with Peter Harris to transfer knowledge and to determine any immediate actions.*

## **9. Administration**

### **9.1 GDPR**

The clerk advised that the Information Commissioner's Office was looking to ensure that Councils were compliant with their obligations for personal data integrity and had issued refreshed guidance.

*Action: Clerk to bring forward any required changes in Council procedures to a future meeting.*

### **9.2 Website Accessibility Regulations**

The clerk advised that the Government had brought in new legislation to enhance the accessibility aspects of all public sector websites for the benefit of those with a disability. Changes should be made by September 2020.

The clerk advised that he was working with our website provider and with information received to ensure that our own website moved towards compliance with the regulations and advised that it already did in many respects – such as text size variance and text to speech.

*Action: Clerk to continue to work through the issues and update Council at future meetings.*

### **9.3 Council Meeting Dates in 2020**

The clerk had formulated a set of dates for 2020's meetings based around hall availability and a need to conduct Council meetings in a conducive environment.

The dates proposed are: Monday 13th January: Wednesday 11th March: Monday 4th May:

Wednesday 15th July: Wednesday 9th September and Monday 9th November for the regular Council meetings.

In addition, the Annual Parish Meeting will be held on either Thursday 14th or Thursday 21st May and could be a combined event with the Village Hall AGM.

*Action: Councillors to advise the Clerk within the next three days if they have an issue with these.*

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## **9.4 Parish Plan Review**

The Chairman had offered to review the 2011 Parish Plan to report on what items had not now been undertaken but has not yet had the opportunity to do so.

*Action: MS to report at the next meeting.*

## **10. Finance**

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

The clerk/RFO provided an update and advised that the Council had £10,878 in its current account after all due items had been paid. There is a further £7,149 in the reserve account.

The clerk/RFO also provided an analysis of where there was headroom in the agreed budget and, whilst we had originally agreed a budget which would see an overspend of £4,500 on our 2019/20 income, he now forecast that income and expenditure on the year would be at par.

Cheques for over £100 issued since the last meeting had been for the clerk's monthly salary (£318 twice), £104 for increased insurance cover on the War Memorial, £400 for the churchyard maintenance grant and £200 to support Village Magazine production.

Councillors will receive the usual full quarterly update with figures as at the end of December in early January.

### **10.2 To review the council's Financial Regulations**

The clerk had referred to his professional body for the latest template for Financial Regulations and had personalised this and tailored it for Kingston Seymour's needs.

After discussion, it was proposed by RB, seconded by BC and agreed unanimously that the new version be adopted.

*Action: Clerk to issue the new version to Councillors and to load onto the website.*

## **11. To receive reports from external meetings attended**

MS had attended the Avon Local Council Association AGM but there was little to report. RB advised that the PCAA had advised that the airport planning application was unlikely to be discussed by NSC until January at the earliest. The clerk had attended a visit to the airport along with other local clerks.

## **12. Attendance at Forthcoming Meetings**

Councillors had been invited to the Bristol Airport Community Review on the 3rd December and are to advise the clerk if they are able to attend.

The Chairman advised that there was to have been an NSC planning update in early December but that this has been cancelled due to the general election.

## **13. Recent correspondence**

The clerk advised that production of the new electoral roll (usually received in December) was to be delayed until February because of the general election.

The clerk had been advised by Truspeed that they intend to provide superfast broadband into the village and that surveying work would commence shortly.

## **14. To agree any items that should be on the Agenda for the 13th January 2020**

Items as described in the minutes. There should be an item to discuss Village Maintenance and to review the resilience plan. An update on Parish Plan actions and on changes within the NHS were also suggested.

As part of the rolling review, the Council's Equal Opportunities policy will be revisited.

There being no other business, the meeting closed at 21.40.

# KINGSTON SEYMOUR PARISH COUNCIL

*Steve Dixon*

Steve Dixon,  
Clerk & Responsible Financial Officer,  
13th November 2019