

# KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on  
**Monday 13th January 2020 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

PCSO Rebecca Budd (Part)

**1. Apologies for absence**

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

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

**Meeting – 11th November 2019**

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

**Planning Application Meeting – 23rd December 2019**

Confirmed as a true record. Proposed by RB, seconded by ZB and supported by MS.

**5. Police and Neighbourhood Watch**

**5.1 To receive Police Report and Neighbourhood Watch update**

The clerk reported that he had questioned the Police on why the reported van break in on 4 November was not played back to the Council. After further searching by the Police team, the clerk contacted the resident involved and established that the incident had not actually been reported as nothing had been stolen. The clerk has apologised to the Police.

PCSO Rebecca Budd attended and reported that within her teams' "Beat", which includes Yatton, Claverham and Kenn, there had been a significant increase in theft of property from vehicles and she urged residents to not leave anything valuable in vehicles and to make sure that they are locked. There had also been a spate of anti social behaviour in the centre of Yatton. In both cases extra Police patrols were being added to increase their visibility.

The Police team have booked a number of dates in the first half of the year for Beat Surgeries and bike marking events and these have been added into the website Calendar.

No additional information had been shared by the Neighbourhood Watch group.

**5.2 Consultation regarding Police powers and unauthorised encampments**

Councillors had received and read the proposals for the changes and noted them.

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

### **6.1 Tutshill Sluice Access Route**

The Clerk reported that he had spoken with the Project Manager. The NSC Executive had signed off the Commissioning Plan for the route and remained very keen on it – hence the press release that had been published on 20 December.

However, the Highways Agency had yet to confirm availability of the awarded funds so it now seems very unlikely that work will start on the project in 2020.

### **6.2 Coastal Footpath**

The Clerk reported that he had spoken with the Project Manager and had been advised that objections had been made against certain sections and these were now in the hands of the planning inspectorate for resolution.

Representations had been made on other sections and some new information had been provided to the Clerk regarding sections 13 to 15. After discussion, it remained unclear precisely what was being suggested and more clarification is required

*Action: Clerk to contact Natural England with specific questions to establish the position.*

Citizens who had made representations about sections 16 & 17 are to be invited to a specific meeting in Early February.

*Action: Clerk to establish the proposed date and to ensure that the Parish Council is represented.*

### **6.3 Roads and Footpaths**

MS reported that he had met with Truespeed to express the village' concerns following the disruption caused in Lampley Road before Christmas and to understand what was going to happen next.

Truespeed had advised that further work on Lampley Road in the week commencing 27th January.

After that, the impact on the rest of the village should be less as Truespeed will use existing underground ducting or attach their cables to existing electrical supply poles.

The Parish Council will continue to monitor the position and raise concerns with Truespeed if necessary.

The lining that had been commissioned by the Parish Council and executed by NSC contractors had been violated in Lampley Road by the Truespeed works. They are responsible for restoring this road signage when they have completed their work.

Elsewhere in the village, some areas of painting had already disappeared and our concerns had been raised with NSC. In view of the very poor weather, it has been agreed that the state of the linings would be reviewed in the spring with the contractor returning to restore affected areas.

RB asked about progress on the surfacing of Ham Lane beyond the Ox Barns and the clerk reported that he had chased District Councillor Bridger who had previously volunteered to take this up. After discussion, it was agreed that the Parish Council should take a more holistic approach to the poor state of some of the lanes and act directly with NSC

*Action: Councillor Malton to lead and to decide how we should take this forward with NSC.*

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

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

RB had created and circulated a list of potential jobs that needed to be done in the village and could be contracted out.

After discussion, it was agreed that RB would work with the Clerk to put together a work package of "grounds maintenance" which we can then offer out to potential contractors in the village through the website and village Facebook. Work packages for other areas could follow this "pilot".

*Action: RB and the clerk to draw up a specification for issue.*

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It was also discussed that roadside litter was becoming an issue in the village and that we should use the magazine to urge residents to pick it up when they are out and about.

*Action: Clerk to include in magazine article*

## **7.2 Resilience**

ZB reported that she had ensured that the current resilience plan was more visible on the website and confirmed that it remained fit for purpose. As a next step, she will meet with Peter Harris to understand any additional background and will approach the others named on the document to ensure that they are happy to remain in post.

ZB will be attending a meeting in Congresbury in March concerning flooding and will investigate the situation regarding the provision of sandbags in North Somerset.

## **7.3 Local NHS Changes**

IW outlined the structures within the NHS under CCGs (Clinical Commissioning Groups) and PCNs (Primary Care Networks). He will establish the latest position in the Yatton/Congresbury PCN and report at the next meeting

*Action: IW to report on latest position for Yatton/Congresbury at next meeting*

## **8. Administration**

### **8.1 Parish Plan Review**

MS advised that he had reviewed the High Priority items from the 2011 plan and noted that allotments, community transport, railings and recreational space were the four items that had not been addressed.

The railings situation would be addressed under the Village Maintenance banner and the clerk should enquire of the church whether they have any land which the Parish Council could rent for the provision of allotments or recreational space.

*Action: Clerk to write to the PCC in the first instance.*

### **8.2 Equality & Diversity Policy review and agreement**

As part of the rolling annual review of policies, the clerk had issued a draft of a revised Equality and Diversity policy which had been recommended by his professional body. After discussion, it was proposed by BC, seconded by RB and carried unanimously that we should adopt this version.

*Action: Clerk to publish on the website.*

## **9. Finance**

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

Councillors received the usual quarterly update with figures as at the end of December so this was a short update by the clerk/RFO who advised that the Council had £9,838 in its current account after all due items had been paid. There is a further £7,151 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) and £109 for the clerk's membership of his professional body (who provide much support to his role over the year).

### **9.2 To review a draft budget for 2020/21 and agree the level of precept required**

The clerk/RFO presented a draft budget and advised how the figure selected would affect how the village precept would show on residents Council Tax bills. After discussion, it was agreed that the budget looked sound in principle and would be agreed at the next meeting. In the meantime, it was

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proposed by PC, seconded by ZB and agreed unanimously that the parish precept should show as no increase on council Tax bills beyond a minimal inflationary increase.

*Action: Clerk to convey this precept request to NSC*

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

PC had attended the Village Hall meeting and reported that there were many projects that were being formulated. The first priority is to renew the electrical system.

MS had attended the Friends of All Saints Church meeting and reported that they too were interested in sharing annual meetings with the Parish Council and the Village Hall

*Action: Clerk to approach Andy Gillam and Mark Humphries to decide on the May date and to start formulating an Agenda that meets the needs of all parties.*

## **11. Attendance at Forthcoming Meetings**

There is to be a "Re wilding" meeting run by NSC on the 16th January and Councillor Malton has volunteered his attendance.

RB will attend the PCAA meeting on the 23rd January

The clerk will attend NSC's Town and Parish Forum on 12th February.

As mentioned above, there is to be a specific Coastal Footpath meeting in February which Councillors will attend.

## **12. Recent correspondence**

The clerk advised that he had received a funding request from Citizens Advice but, in accord with Council policy that such requests are not considered unless they were specific to the village – he had politely declined.

## **13. To agree any items that should be on the Agenda for the 11th March 2020**

Village Maintenance, 2020/21 budget, rental of land, resilience update, local NHS position, investment in trees. As part of the rolling review, the Council's Social Media policy will be revisited.

There being no other business, the meeting closed at 21.35.

*Steve Dixon*

Steve Dixon,  
Clerk & Responsible Financial Officer,  
15th January 2020