

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Monday 8th July 2019 at 19.30
In the Foyer of the Kingston Seymour Village Hall

Councillors Present:

Mike Sewell (MS) Chairman	Richard Barber (RB)	Zoe Bartlett (ZB)
Bryony Cole (BC)	Paul Cox (PC)	Fred Malton (FM)

In attendance:

Steve Dixon (SD) Clerk & RFO	Steven Bridger (SB) – District Councillor	Wendy Griggs (WG) – District Councillor
Carolyn Hills (CH) - NSC		

1. Apologies for absence

Apologies had been received from Councillor Ian Wariner and PC Adam Clarke.

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

4.1 Application 19/P/0866/FUL – Land to the west of Lower Strode Road

Since the decision was taken to place this on this Agenda for further comment to be approved, NSC have approved the application so no further action is necessary.

4.2 Issues & Updates

One property is listed on NSC's enforcement list and councillors believe that the position at this property has now been resolved.

5. To confirm the minutes of the following meetings:

5.1 Annual Meeting of the Parish Council – 13th May 2019

Confirmed as a true record. Proposed by RB, seconded by FM and supported by those present.

5.2 Meeting – 13th May 2019

Confirmed as a true record. Proposed by RB, seconded by FM and supported by those present.

6. To receive a Police Report and Neighbourhood Watch update

There had been a recent spate of burglaries in the village – mainly from outbuildings and unsecured vehicles – and six incidents had been formally reported. The Police team had been undertaking house to house enquiries and reassurance visits and a member of the burglary team had been allocated to assist.

The Police team will attend the Village Hall on the morning of the 9th July to provide advice and to mark cycles for residents.

A discussion took place about the possible benefits and the installation of CCTV and the clerk had done some preliminary research which highlighted that there would be many regulations to adhere to if we wished to proceed. CH offered to ask the head of CCTV operations for NSC – Chris Harrison – if he would attend the next meeting to advise about the possibility.

Action: CH to liaise with SD to request Chris Harrison to attend the next Council meeting on 12th September 2019.

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7. To consider the discussions at the Annual Parish Meeting and decide on any actions

Participants at the APM had suggested that bike racks at the village green might be useful for young people who rode there in order to catch the school bus. There had also been a request for a play area for the village and the possibility of linking the Annual Parish Meeting to the Annual Village Hall meeting.

After discussion, it was agreed that bike racks at that location would not enhance the appearance of the village but that enquiries would be made about the possibility of a field being given to or leased by the Parish. This had also been a suggestion lodged in the 2011 Parish Plan.

Actions: Clerk to include a piece in the next Village Magazine article asking for feedback on the use of a field for village recreation and the availability of such a field.

MS agreed to go through the 2011 Parish Plan and detail the items that had been suggested/adopted and that had not yet been achieved.

8. Infrastructure. To discuss updates and to agree the next actions.

8.1 Coastal Path

The clerk had been informed by Natural England that they intend to publish their proposals on Thursday 25th July. The Council and other stakeholders will have eight weeks to comment.

8.2 Cycle Route

Funds had been applied for from Defra and the Highways Agency (for the new bridge) and, whilst the proposals had been accepted/agreed it appears that the funds might not be available at the required time. The project is continuing with preparatory work in order to start "on site" in March 2020 but this is entirely dependent on the funds being made available in time.

8.3 Energy Initiatives

The Clerk had received a briefing from Bleadon where farmers had been being approached to allow Exploration on their land. It was hoped that the Parish Council would declare itself "frack free" at its July meeting.

8.4 Village Maintenance

- 8.4.1 Hedge and Verge Cutting 2019

Two quotations had been received to undertake the work this year – for £560 and £635 both Plus VAT. After discussion it was proposed by FM, seconded by RB and supported by ZB (other councillors having declared an interest) that the cheaper quote would be adopted provided that the contractor could undertake the work in the last week of August/first week of September to maximise the benefit to the Parish.

Action: Clerk to write to the contractor and request confirmation of start date before confirming the award of the contract.

- 8.4.2 War Memorial

The Clerk reported that the remedial work which we had asked for on the memorial had been completed. At the last meeting, the Clerk had been asked whether the insurance value (currently £17,730) was appropriate for the risk. He had enquired of the War Memorials Trust, the Association of British Insurers and the contractors we had recently employed but none were prepared to comment on what the appropriate value should be. There had been a suggestion that a quote should be obtained from a specialist masonry firm based on a complete rebuild.

After discussion, it was agreed that we should enquire of our insurance company as to what The annual premium would be if we increased the cover to £50k and/or to £100k.

Action: Clerk to contact our brokers.

RB is to take a set of record photographs which will be held to inform a rebuild if one became necessary.

A discussion took place concerning the correct time to remove wreaths, poppies etc. from The Memorial following the annual November commemorations. After discussion, it was agreed that the Council's policy would be to clear the memorial on the 1st March of the

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following year. This was proposed by RB, seconded by ZB and supported by all except PC.

- 8.4.3 Next steps

A discussion took place about the ongoing challenges of maintaining the village and the need to engage additional resources in some circumstances.

Actions: FM to contact NSC to request that the "Green Team" attend to cut the grass around all of the bollards and railings at the Triangle and alongside the church. Also, to secure assistance to cut the approaches to the gates including the overhanging bushes and trees. ZB indicated that her father may be able to assist.

BC will organise a working party to paint the railings and posts once the grass is cut

ZB will contact Ian Wariner to discuss the progression of the gate repositioning.

RB will temporarily remove the village bench and will re-varnish it.

8.5 Seasonal Preparations

It is very challenging to install a lit Christmas tree on the village green due to the lack of electrical supply - so the Parish Council will fund up to £100 towards the purchase of a tree to be sited and at the village hall. Proposed by PC, seconded by FM and agreed unanimously.

8.6 Traffic Calming, Roads and Footpaths

It was noted that the traffic calming measures being sponsored by the Parish Council are due to be started in September.

Action: Clerk to send details to the District Councillors

Reports had been received that footpaths had become overgrown. BC will take up with Andy Carroll of NSC.

The clerk had identified from North Somerset Life that two areas in Kingston Seymour were declared as due to receive maintenance work this year and that he had asked NSC for further details of the chosen areas.

RB raised the issue of the poor road condition at the end of Ham Lane ; FM also identified the poor condition of Yew Tree Lane.

Action: FM to take SB to view the relevant areas.

9. Services, Resilience and Community

There were no updates and no known immediate issues in this area.

10. Administration

10.1 To review the council's Complaints Policy

The clerk had circulated a proposed version which included a new clause 11 which would help in the management of complaints. After discussion, the new version was unanimously adopted.

10.2 To note the Council's Data Privacy statement

The clerk had circulated the document and advised that there was no need to adopt this statement as it was driven by the Information Commissioner and would be changed when they advised. In the meantime, the current version would remain in force.

11. Finance

11.1 To receive the current Financial Report.

The clerk had recently issued the end of the first quarter (April – June) details to Councillors and provided an update since the end of June.

After settlement of outstanding items, the current account would have £8.8k and the reserve account £7.1k. The clerk reported that we were tracking under budget due to savings on the anticipated costs of the elections. The only cheques for over £100 issued since the last meeting had been for the clerk's monthly salary (£318) and for £387.42 for the insurance premium.

The clerk advised that the steps in the annual audit process had been completed and acknowledged by the external auditor and that we were in the period of formal public examination of the records which will run until July 25th. Thus far, the clerk had not received any requests from parishioners.

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12. To receive reports from external meetings attended

12.1 Kingston Seymour Trust

PC reported that the Hall garden had been significantly enhanced and that consideration is being given to adding extra facilities to the hall.

12.2 PCAA

RB reported that the PCAA AGM is on the 18th July and that he will attend

12.3 North Somerset Cycle Forum

FM reported that apart from the sluice crossing being discussed, there was also discussion about the conversion of an existing culvert under the M5 for public use and which could unlock the potential for a Strawberry Line extension into Clevedon. Also, discussions are progressing for a link between the Bloor Homes section of the Strawberry Line as far as the Lampley Road.

12.4 Standards Meeting

FM reported that there had not been such a meeting called but that it could not be discussed here anyway so this item should not appear on future agendas.

12.5 Healthy Weston

Councillor Wariner had attended a briefing about the services offered at Weston Hospital. It is proposed that A&E remains closed overnight and that emergency surgery and the highest level of critical care are best provided by the larger hospitals in Bristol and Taunton. It is planned to improve the services for frail and older people and extend the hours for children's urgent care.

12.6 Schools

MS reported that meetings will be taking place in September concerning the new school being built in Yatton and the geographically adjacent Extra Care facility.

12.7 Consultee Access

The clerk reported that NSC are introducing a new way of managing comments from Parish Councils and that these will be separated from – and therefore gain higher focus – comments of individuals. A trial is set to commence in September.

13. Attendance at Forthcoming Meetings

RB will attend the PCAA AGM. RB, BC and ZB will be attending New Councillor Training at the end of July.

14. Recent correspondence

The clerk advised that he had been in contact with the IDB about access to Ham Rhyne and the presence of planters on the grass where contractors will need to work. Whilst the IDB has agreed not to act in this specific area in the summer, they will want to visit in the autumn and the planters must be removed before contractors arrive.

Action: Clerk to contact the households responsible for the planters to advise them of the expected removal dates.

15. To agree any items that should be on the Agenda for the 12th September meeting

The NSC representative should be invited to talk about CCTV

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

Steve Dixon

Steve Dixon,
Clerk & Responsible Financial Officer,
17th July 2019