

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Wednesday 14th March 2018 at 19.45
In the Kingston Seymour Village Hall

Councillors Present:

Peter Harris (PH) Vice Chairman	Paul Cox (PC)	Caroline Harris (CH)
Fred Malton (FM)	Mike Wallis (MW)	
Mike Sewell (MS) Chairman <i>(was delayed and joined the meeting at 20.45)</i>		

In attendance:

Steve Dixon (SD) Clerk & RFO	Jill Iles (JI), District Councillor	Carolyn Hills (NSC Liaison)
------------------------------	-------------------------------------	-----------------------------

1. Apologies for absence

Councillor Ian Wariner; District Councillor, Judith Hadley; PC Adam Clarke: PCSO Rachel Sellars; Neighbourhood Watch Representative, Kate Gillam

Mike Sewell was delayed getting to the meeting so Councillor Peter Harris chaired.

2. Declarations of Interest on items on the Agenda

Councillors Cox and Wallis declared an interest in the hedge maintenance item.

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

No members of the public were present.

4. To confirm the minutes of recent meetings

4.1 Meeting of the Parish Council – 8th January 2018 Proposed by PC, seconded by CH and supported unanimously.

4.2 Planning Application Meeting – 3rd February 2018. Proposed by PH, seconded by FM and supported by those present.

NB: This application had subsequently been approved by NSC

5. To receive a police report and neighbourhood watch update

Neither of our local officers could attend but PC Clarke had advised that there had been no crimes reported in the area since our January meeting. Our NW coordinator had nothing to report either.

CH mentioned that there had been an incidence of fly tipping in Yeo Bank Lane. PH advised that the church roof now had a comprehensive alarm system.

6. Infrastructure Update

6.1 Roads & Footpaths

6.1.1 – Village Gates. FM advised that the work around the Village Gates would be completed during the Easter weekend.

6.1.2 – Roads Issues. FM advised that he would be updating the issues list following the recent freeze and thaw and that he would ensure that they are reported to NSC. It was noted that the railings at New Cut Bow had been destroyed again.

Action: FM to update the road issues list and resubmit it to NSC for action

6.1.3 - Condition of the Railings. FM advised that NSC will not take responsibility for the railings in the village. After discussion, CH volunteered to form a working group of Parishioners later in the year to repair/replace the affected areas.

Action: To be fully discussed at the next meeting

KINGSTON SEYMOUR PARISH COUNCIL

6.1.4 – Obstruction issues were being caused by vehicles at a dwelling in Back Lane. Councillor Wariner will discuss with the resident.

On behalf of the residents and the Parish Council, PH expressed his gratitude to all who had helped clear snow in the village and who had ensured that residents were safe and provided for during the recent spell of bad weather.

6.2 - Cycle Route.

The Clerk tabled the traffic data collected by and obtained from NSC. He had to undertake not to share this information outside of the Council members, so it is not reproduced here.

Whilst plans were progressing to extend the Strawberry Line cycleway from Yatton towards KS, there had been no known movement on the Cycle Route or the Coastal Footpath. JI advised that she knew that the cycle route was part of NSC strategy and would proceed in due time.

Action: Clerk to obtain updates on the progress of both for the next meeting.

6.3. – Village Works

The new bench for the green has been purchased and the Clerk had asked three contractors for their quotes to lay a concrete base and fix the bench to it. After discussion, Will Gardner's (WG) quote has been accepted. Proposed by PH, seconded by PC and carried unanimously.

Action: Clerk to inform WG and ensure that the work is carried out

Quotations had been received for consultancy on the management of the trees on the green. After discussion, Ian Monger's (IM) quote has been accepted. Proposed by PC seconded by CH and carried. MW abstained from the vote.

Action: Clerk to inform IM and ensure that the work is carried out

MS joined the meeting

Two contractors have been contacted about hedge cutting in the village and two indicative prices had been obtained. After discussion, clarity over the requirement emerged and the Clerk will obtain revised quotations for consideration at the next meeting. Proposed by FM and seconded by MS and supported by those without an interest - PC and MW – who abstained from the discussion and the vote.

6.4 – Energy Initiatives

There was no new information from the National Grid or about fracking in the area.

6.5 – Gully Clearance

Since placing on the Agenda, the resident involved has obtained definitive proof that his road is adopted and therefore expects NSC to clear the offending gully imminently.

7. Services, Resilience & Community

7.1 – Community Resilience

PH reiterated his thanks for the support members of the community had given to others during the recent bad weather.

7.2 – GDPR Update.

The Clerk advised that he had attended a webinar on the subject and that guidance from ALCA and the SLCC would be available shortly. He is confident that the Council will be in a good position by the

KINGSTON SEYMOUR PARISH COUNCIL

time of the proposed launch in May. It is likely that we will have to pay for the services of an independent Data Controller and NSC have offered this as a chargeable service.

Action: Clerk to continue with preparations to ensure that the Council is ready for the launch date and to update at the next meeting.

8. Administration

8.1 – Social Media Policy

As part of its rolling review of policies, the Council discussed the Social Media Policy – first adopted in November 2016. After discussion it was agreed that the policy remained apposite and it was proposed by FM, seconded by CH and carried unanimously that it would be re-adopted as is.

8.2 – Annual Parish Meeting content

After discussion, it was agreed that the Agenda would include a Parish Council report and Financial review, a statement about the factual position on fracking and updates on the Village Hall, the Friends and the Battle's Over commemorations.

Action: Clerk to invite Mark Humphries to speak on behalf of the Friends.

Clerk to prepare the materials in association with the Chairman.

9. Finance

9.1 – Financial Report 2017-2018.

The Clerk reported that the Council has £5,249.64 in its Current Account and £7,131.82 in its Reserve Account after projecting forward from current balances less due payments.

In accordance with the Transparency Code, cheques over £100 issued in this Financial Year are as follows:

£316.80 Web Annual Charge and Support: £311.96 Insurance Premium: £106.79 Village Hall Wifi Set up: £120 External Audit Fee: £432 Removal of Trees: £107.25 Hire of Village Hall: £400 Grant for Churchyard Maintenance: £190 Grant for Village Magazine: £118.80 Defibrillator Battery Pack replacement. £200 Village Bench. In addition, the Clerk's net monthly salary cheque is for £286.59.

9.2 – Contribution to the Village Hall Wi-Fi service

The Parish Council is currently paying for the Village Hall Wi-Fi service from grant funds received. These funds run out in May 2018. The Chairman of the Village Hall – Andy Gillam – has asked the Parish Council to make a 50:50 contribution to a new contract that the Village Hall are seeking. In any circumstance, the Parish Council's contribution would not be more than £20 per month. It was proposed by FM and seconded by MW that this was a valuable asset to the community and should be supported to this level. Carried unanimously.

9.3 – Clerk Remuneration 2018-19

The Clerk advised that under the terms of his contract, he was entitled to progress one increment up the nationally agreed pay scale unless Council decided to withhold such an increment. The overall cost to the Council would be £157.62 per annum.

It was proposed by MW seconded by MS and carried unanimously that the increment should be paid.

9.4 – Council Budget for 2018-19

The Clerk reported that he had made the statutory request for the precept – as agreed at the last meeting – and that he had drawn up a draft budget for consideration. However, new information about hedge cutting and the repairs to the War Memorial had been received late and affected the draft figures. A revised draft budget – targeting an overspend (on the year) of £3000 is requested. Proposed by MS, seconded by MW and carried unanimously.

KINGSTON SEYMOUR PARISH COUNCIL

Action: Repairs to the War Memorial. A quotation of £2250 +VAT had been received from the chosen supplier and Council is keen to give their commitment to this supplier to ensure that the work is carried out. The Council is also keen to secure a grant from the War Memorials Trust and this has to be done before the work starts. Clerk to ensure that the supplier is committed to do our work – with or without a grant to support the cost - and that a grant should be applied for with the timing of both events appropriately orchestrated.

Action: Clerk is to resubmit the draft budget to Councillors – with a target overspend of £3000 on the year – for formal agreement at the next meeting

10. Attendance at Future Meetings and Training Events

PH advised that there is a meeting of the PCAA on the 22nd March but that he was unable to attend. No other representative is available.

11. Reports from External Meetings

11.1 Village Hall

PC reported that the Village Hall was now operating successfully and that we had discussed the forthcoming issue of the Wi-Fi contract. The AGM is now on Tuesday 20th March.

11.2 PCAA

PH reported that the PCAA is seeking to strengthen its hand in the face of the massive growth that is sought by Bristol Airport. He would remain close and support where appropriate.

11.3 Battle's Over

MS advised that the working group was proceeding well with its actions and that a full range of events were being designed for the commemorative weekend in November. A full update would be given at the Annual Parish Meeting.

12. Recent Correspondence

The Clerk reported that he had received a notice from NSC today which advised that the rubbish collection pattern would change from June 2018. Crews would remain in an area all week – and should therefore get to know the routes and customers better. Each area would also have their own supervisor. The day of collection may change and residual waste and garden waste might be collected on the same day. The frequency of collections would not change – weekly for recyclables and fortnightly for residual waste and green waste. Notices will be issued to parishioners in due course.

13. Items for the next meeting

The next meeting is the Annual Parish Meeting on Monday 30th April..

After that, the formal Annual Meeting of the Council will take place on Wednesday May 16th, and this will be followed on the same evening by a regular meeting. At this regular meeting, we will include discussion about the water supply to KS and website advertising by commercial customers.

There being no other business, the meeting closed at 21.55

Steve Dixon

Steve Dixon,
Clerk & Responsible Financial Officer,
17th March 2018