

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of Kingston Seymour Parish Council held on Wednesday 13th March 2013 at 7.30pm in the meeting room, Village Hall

Present:

Councillors John Harris (chairman), Paul Cox, Fred Malton, Bryan Thomas and Mike Wallis. Leonie Allday, Clerk

In attendance:

District Councillor Tony Moulin (part); Craig Connell, parishioner (part)

Declarations of Interest: None.

Public Participation Time: None

1. Apologies for absence

Councillor Mike Sewell, District Councillors Jill Iles and Annabel Tall; Carolyn Hills, Parish Liaison Officer.

2. Community Safety and Police Report

None. CC mentioned the recent break-in to a vehicle and it was noted that the stables down Bleak Lane (off Middle Lane) had been burgled.

3. Minutes of meetings:

- (i) Bi-monthly meeting of 13th January 2013
- (ii) Planning meeting of 23rd February 2013

These were agreed to be true records of the meetings and were duly signed by the Chairman.

4. Matters Arising (not elsewhere on agenda):

(a) 13.1. Item 4(i) – **Defibrillator** – The Clerk reported that the outcome of the grant application to Bristol Airport Community Fund was awaited

(b) 13.1. Item 5 (ii) – **Dispensation under Localism Act** – It was noted that the DCLG had now ruled that this is not necessary

(c) 23.2. Item 2 – **Poor quality / inaccurate planning applications** – The Clerk reported on her correspondence with Jason Beale (planning performance manager North Somerset Council), who had stated that in his view the application did comply with the requirements for registration. He had however twice missed the point concerning accuracy. AM offered to take this up personally.

Action: AM

(d) 23.2. Item 4 – **Failure to post parishioner's letter on NSC website** – the Clerk reported that after several e-mail exchanges the letter had now been posted; it had allegedly been misfiled; **misleading postings of online comments** – the Clerk reported that she had drawn the attention of the case officer to the designation of some comments as “support” for the application when they did not in fact refer to the application at all, but only to the overall scheme of which the application forms a small part. She had not yet received a response.

The meeting was not content with NSC's arbitrary handling of this issue in particular and the poor handling of data (see © above and 7(i) below) in general.

Action: AM, JI, AT

5. Financial / Administrative Matters:

(i) Routine payments

The Clerk reported that the balance on the current account and per cash book was £1186.78. No monies had been received or cheques issued since the last meeting. The balance on Business Reserve Account was £3621.53.

Payments were due as follows: KN Office supplies 58.18 (toner cartridge); Clerk £643.70 (net salary Jan / Feb 2013); HMRC £83.00 (PAYE); Clerk £23.39 (expenses, as itemised); Clerk £50 (PC depreciation allowance, 1 quarter); Rebecca Stockwell £96 (web manager remuneration, 8 weeks 20 Jan – 16 Mar at £8 / hr x 1.5 hrs / week). It was proposed (MW, seconded FM) and unanimously agreed that these payments should be made.

PC questioned the continued payment of a PC depreciation allowance to the Clerk now that the laptop funded by North Somerset Council was available to her. It was noted that this payment was made for the first time under an agreement reached when the Clerk had last needed to replace her PC and printer; at that time and for many years previously there had been no alternative but to use her own equipment for Parish Council business. After a brief discussion it was agreed that the Chairman would consider this further.

Action: Chairman.

(ii) Website

The Clerk reported that she had not received a report. *(It was subsequently established that it had been sent several days previously but had failed to arrive.)*

6. NSC Community Resilience Project

The Chairman, Clerk and FM had attended the launch event. Following the Congresbury pilot, it was the intention that the scheme should be rolled out to all communities in North Somerset. It had become clear that the approach to be adopted was highly organized and prescriptive, and it was generally agreed that in Kingston Seymour it would be both appropriate and necessary to take a simpler approach, whilst retaining the elements essential to qualify for the support (including insurance cover) of the principal authority. A meeting of the Local Action Team would be called and a presentation prepared for the Annual Parish Meeting. CC commented that he would not be able to play a leading role in this project at present as he was heavily committed elsewhere, but he would do what he could. The Clerk reported that Richard Simmons had expressed a willingness to be involved.

Action: Chairman, Clerk

CC left the meeting

The Chairman commented that he and PC had recently attended a TENONS seminar on managing extremes of weather; the EMU manager had spoken confidently about the Community Resilience

project but had appeared unsure of his responsibilities as they related to the role of NSC as Lead Local Flood Authority. AM agreed that this was a matter of some concern; he would follow this up.

Action: AM

AM left the meeting

7. Planning

(i) Update on planning applications previously considered:

- Car park and field track Mud Lane – decision awaited. It was noted that David Fish's memo to Mike Cole in response to some of the concerns raised by the parish council contained some inaccuracies and misapprehensions. It was further noted that despite DF's contention that the EA was content with the project, it had objected to the planning application. DF had also suggested that there was no necessity for a planning application for change of use of the existing track to form the cycleway, but FM could not find a permitted development right under which such a project could be deemed exempt from the need for planning consent. The Clerk would press the case officer on this point.

Action: Clerk

- First floor extension, Elmscott Farm – decision awaited

(ii) Update on alleged breaches of regulations / compliance / enforcement / appeals:

- Long Croft and the Dairy House, Yew Tree Lane – It was noted that Listed Building enforcement notices had been issued in respect of these properties. It was understood that appeals had been lodged.
- Pool Farm – A planning application was awaited
- Entrance to Bleak Lane (off Middle Lane) – It was noted that following the recent break-in at the stables, large galvanized gates had been erected. Landowners affected had been consulted, but the gates were felt by all those who had seen them to be unsightly and inappropriate in this location. The chairman agreed to visit the owners to discuss the matter.

Action: Chairman

(iii) NSC consultations - Draft Sites & Policies DPD and Parking Standards draft Supplementary Planning Document

The Clerk advised that an additional meeting had been arranged for 4th April. Graham Quick, NSC, would be in attendance. The documents were in circulation and councillors were encouraged to add their own comments on the sheets provided to assist the Clerk in drafting a response.

Action: All

(iv) Flood Risk Assessments

The Clerk reported that the EA had completed its update of the flood map for the area; it would be available on the EA website later in the year and would be used to inform responses to planning proposals. It was also now possible for householders to obtain property-level flood risk assessments for insurance purposes. The relevant details would be included in the next village magazine article and posted on the website.

Action: Clerk

8. Roads and Footpaths:

(i) Routine maintenance

It was noted that the overgrowth of vegetation on the shoulders to the motorway bridge had been cut back: Paul Cox was thanked for his part in persuading the “Green Team” to come and do this; they had done an excellent job. Temporary repairs to the most dangerous potholes had been carried out but there was much work still to do; PC had been advised that this would have to wait until the next financial year, as would the replacement road sign for Lampley Road. The wide verges in Middle Lane had been badly damaged by a large vehicle; this appeared to be deliberate but it was not known who was responsible. They would recover in time but in the meantime looked very unsightly.

(ii) Report on works to path LA11/9/10 Middle Lane – Ham Lane

A recent complaint from a parishioner had been swiftly actioned and urgent repairs effected. The bridge in question would be completely replaced later in the year.

It was noted that the Clerk had received a complaint (from outside the village) that the footpath crossing the yard at Riverside Farm was not signed and it was not clear how walkers should proceed towards Clevedon. PC would have a word with the landowner.

Action: PC

9. Annual Parish Meeting

This was scheduled for Thursday 25th April. It would include a presentation on public access defibrillators and an item on the Community Resilience project.

10. Reports of other meetings and in-service events attended by councillors / clerk:

- Connecting Devon & Somerset Superfast Broadband – briefing meeting Friday 18 January, Nailsea - BT / Clerk had attended – there were still no hard facts as to the locations for the roll-out of this scheme. Councillor Annabel Tall was hoping to arrange a visit to the unit at Exeter; the Clerk hoped to accompany her and BT also expressed an interest in going.
- SLCC free training session on PAYE Real Time information requirements – Friday 25 January, Yatton – the Clerk had attended and the necessary adjustments to systems were in hand
- PCAA meeting 29 January – the Chairman had attended and his written report would be circulated
- Community Resilience Launch Event 13 February – the Chairman, Clerk and FM had attended – see Item 6 above
- Workshop on NSC’s Sites and Policies DPD Thursday 28 February, 2pm, Weston – the Chairman and Clerk had attended. The consultation document was in circulation and an extra PC meeting had been arranged for 4th April - see Item 7(iii) above
- TENONS Seminar “Drip to Downpour – Managing the Extremes” Saturday 2 March, Weston – the Chairman and PC had attended and a copy of the slides would be circulated

11. Forthcoming meetings and events:

- Community Resilience planning meeting 14 March, 7pm, Old Council Chamber, Town Hall, Weston – FM hoped to attend and the Clerk would obtain the meeting papers
- SLCC Somerset Branch Spring Meeting Friday 15th March 10am -12.30pm, Compton Martin – the Clerk would attend

- Induction of new House for Duty priest for Kingston & Kenn Monday 8th April – the Chairman had been invited in his official capacity and would attend

12. Correspondence & Information

Some 65 items had been notified and those of interest / relevance would be circulated.

13. Members' Concerns

The Chairman commented on a recent article in a national newspaper concerning the cost of translating official literature into many different languages. He wondered what this service cost in North Somerset, where the black and minority ethnic population was small, and whether the outlay could be justified in a time of economic austerity. The Clerk was asked to make an enquiry under the Freedom of Information Act.

Action: Clerk

The meeting closed at 9.25pm

Dates of future meetings:

Tuesday 2nd April, 7.30pm – planning

Thursday 4th April, 7. 30pm – special meeting for the discussion of the Draft Sites & Policies document

Thursday 25th April 2013, 7.30pm (Annual Parish Meeting)

Monday 13th May, 7.30pm (Annual and Regular meetings)