

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of Kingston Seymour Parish Council on Tuesday 15th March 2016 at 7.45pm in the meeting room, Village Hall

Declarations of Interest: None
Public Participation Time: None

Present:

Councillors Mike Sewell, chairman (MS), Paul Cox (PC), Caroline Harris (CH), Pete Harris (PH), Fred Malton (FM), Mike Wallis (MW) and Ian Wariner (IW). Leonie Allday, Clerk.

In attendance:

District Councillor and Local Member Jill Iles (JI); Carolyn Hills, NSC, Parish Council Liaison Officer.

1. Apologies for absence

District Councillor and Local member Judith Hadley, PC Adam Clarke, PCSO Rachel Sellars.

2. Minutes of meetings:

- (i) Monday 11th January 2016 – bi-monthly
- (ii) Thursday 21st January - special
- (iii) Tuesday 23rd February 2016 – planning and special

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

3. Police Report

PC Clarke had e-mailed to say that things had been very quiet in the last couple of months, with no recorded incidents in Kingston Seymour. Elsewhere in the beat area, moving into the spring, there had been several incidents of thefts of garden equipment such as tractor mowers, so it was thought prudent that the Clerk should remind parishioners to keep such items securely locked up.

Action: Clerk

4. Infrastructure

(i) Roads & Footpaths

a. General update on issues

It was noted that the shoulders to the motorway bridge had been cleared of excess vegetation; the NSC “Green Team” had done an excellent job and PC was thanked for arranging this. PC reported that footpath signs had been put up on all paths except the one off Bullocks Lane, which did not lead anywhere. Other matters were still awaiting action. Particularly problematical were the eroded “run-off” areas in Lampley Road and Back Lane; these were not technically part of the highway but had been formed as a result of heavy vehicles mounting

verges to pass other moving vehicles or avoid parked cars. PC expressed his concern at the condition of the far end of Ham Lane and wondered where NSC stood in respect of its duty of care to maintain this road in a condition which was fit for purpose. The Clerk was asked to write to the appropriate Highways officer.

Action: Clerk

b. Draft presentation on road safety options, to be given at Annual Parish Meeting

MS reported that he and PC had prepared a set of slides, which had been circulated to councillors. Before inviting comments from councillors, he wished to clarify with FM and JI what was likely to happen with regard to the proposal to extend the 30mph speed limit from Yatton to North End (replacing the existing 40mph limit on this section of the B3133). FM indicated that it was likely that the 30mph limit could be extended to Lampley Road and possible that it could also apply over Lampley Bridge itself. JI said that so far as she was aware, it would be extended only as far as the Bridge Inn. However Yatton PC had not yet discussed the matter. It was suggested that a meeting between both parish councils and NSC could be helpful, but not before parishioners in Kingston Seymour had had the opportunity to express their views at the Annual Parish Meeting.

Regarding the content of the slides, MW queried one of the figures. MS explained that all the statistics had been extracted directly from John Painter's report but he would check the relevant figures. MW also asked for indicative costings to be included and this was agreed. In answer to a question, MS confirmed that no decision reached at the Annual Parish Meeting would be binding on the Council, although if opinion was overwhelmingly in support of a particular option, the Council would be unwise to ignore it. On past experience, however, it was more likely that there would be wide range of opinions; it would then be the responsibility of the Parish Council to make a final decision as to whether to take a particular course of action, or indeed to take no action at all.

Action: MS / PC

5. Services

(i) Website Report

The web manager had prepared a report using Google Analytics; she had also offered to demonstrate to the Council the ways in which data could be generated by the usage of the website and it was agreed that this would be both useful and interesting. It would be placed on the agenda for a future meeting.

PC reported that Alice Cox had begun to approach businesses about advertising on the website. He also suggested that it would be useful to have a laptop with the website available to parishioners on a Tuesday morning; MS pointed out that if a Transparency Fund grant was awarded an internet connection would be set up which would facilitate such a service.

Action: Clerk

(ii) Community Resilience – Community Emergency Plan - draft information for parishioners

After discussion, a number of minor amendments were agreed; a further draft would be circulated.

Action: Clerk

6. Finance & Administration - Clerk

(i) Queen's 90th birthday medals

It was proposed (PH, seconded FM) and unanimously agreed that these medals, specially designed for schools and communities and costing £1.99 each, would be purchased for all children and young people in the parish under the

age of 18. The Chairman reported that Yatton School was not participating so there would be no duplication. It was suggested that they could be presented to in the course of an afternoon of celebratory activities on Sunday 12th June; this was also the weekend of the Flower Festival. The Clerk would estimate the number to be purchased, making a small additional allowance for those who might wish to buy them for non-resident family members.

Action: Clerk

(ii) Financial report and payments for approval

The Clerk reported that the balance on the current account and per cash book was £5744.61. No monies had been received since the last meeting. Cheques issued since last meeting and payments now due to be made were shown on the spreadsheet tabled and attached to these minutes. It was noted that the Clerk needed to be reimbursed for a payment made to Archant in respect of a press / media advertisement; she had paid for this using a personal credit card as a Council cheque would not have cleared before the publication deadline. It was proposed (PH, seconded FM) and unanimously agreed that these payments should be made.

The Clerk reported that the balance on the Business Reserve Account stood at £5628.13.

Action: Clerk.

(iii) Transparency Grant

The Clerk reported that the application had been submitted; some changes had been made to the figures following advice from the ALCA county secretary. The total amount requested was a little under £1000.

(iv) Parish Council e-mail account

IW had set up a gmail account; the Clerk would begin the process of advising parishioners, individuals, organisations and the local authority that this should be used in future.

Action: Clerk

(v) Clerk replacement update and approval of Candidate Assessment Matrix

The sub-committee had revised the matrix which had been circulated to councillors. MS stressed that this was a filter mechanism only and that all councillors would have the opportunity to have an input into the selection process. In her professional (HR) capacity, CH advised that a number of changes should be made in order to ensure that the proposed criteria were fully compliant with employment legislation and good practice. She

offered to help the Council with this and this was warmly welcomed. The Clerk would send her the relevant documents.

Action: CH, Clerk

7. Planning

(i) Update on planning / listed building applications previously considered or advised:

- Reserved matters, rural worker's dwelling, land at Tutshill Farm – decision awaited

(ii) Update on alleged breaches of planning regulations, enforcement issues etc

It was noted that the most recent NSC report on open enforcement cases included two in the parish.

8. North Somerset Council Site Allocations Plan Consultation Draft

It was noted that the deadline for comments was 28 April. FM stressed the importance of this document in the context of ensuring a 5 year land supply which was essential for re-establishing a plan-led system. JI indicated that NSC would be looking for a 5 year land supply plus a buffer of 5% in recognition that some sites would not be brought forward within the Plan period. The Chairman asked all councillors to look at the Draft document and send comments to the Clerk so that she could draft a response.

Action: All

9. Forthcoming Meetings:

None notified.

10. Reports of meetings attended

- Monday 1st February - Low Carbon Gordano Community Fund Sub-Committee

MS reported that funds were being built up more slowly than expected, but should be available for allocation by the middle of the year. He would be pressing for some community benefit for Kingston Seymour, most likely in the form of help towards solar panels at the Village Hall, and had been in touch with Ed Brooks who had expertise in this field.

- Thursday 10 March - NSC briefing re proposed housing site allocations

FM had attended this, as well as recent meetings of Planning & Regulatory Committee at which decisions were being made concerning the proposed housing developments at North End. It was regrettable but inevitable that decisions were being made without the benefit of an adopted Core Strategy or Site Allocation Plan, resulting in development being approved ahead of land being officially allocated for the purpose and in some cases against the wishes of local communities.

11. Correspondence & Information

The Clerk had circulated details.

12. Members' Concerns

PC raised the matter of ambulance response times, and asked if any statistics were available for the parish. He gave examples of his family's recent experiences which had been very unsatisfactory. CH commented that unfortunately such occurrences were common – due to demographic factors, difficulties in accessing GPs and poor out-of-hours cover demand had increased; meanwhile funding had been cut and there were too few ambulances and too few staff, with many paramedics leaving their posts and very long hours and high levels of stress for those remaining. The Clerk was asked to make some enquiries.

Action: Clerk

The meeting closed at 9.25pm

Dates of future meetings:

Planning – Monday 4th April, 7.30pm

Annual Parish Meeting – Thursday 21st April, 7.45pm

Annual and bi-monthly – Thursday 10th May, 7.45pm

Approved by resolution of Council:

Date.....

Signed (Chairman)