

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of Kingston Seymour Parish Council held on Wednesday 9th September 2015 at 7.30pm in the meeting room, Village Hall

Declarations of Interest: Cllr Mike Sewell, as applicant, item 7(i). Cllr Pete Harris, as neighbour, item 7(i). Neither participated in the discussion or voting on this item.

Public Participation Time: None

Present:

Councillors Mike Sewell (Chairman), Paul Cox, Caroline Harris, Pete Harris, Fred Malton, Mike Wallis and Ian Wariner. Leonie Allday, Clerk.

In attendance:

Carolyn Hills, Parish Council Liaison Officer; Emma Edwards, Village Agent (part).

The Chairman welcomed Emma Edwards and introductions took place. He also referred to Her Majesty the Queen having, this day, become the longest-reigning British monarch ever, a notable landmark in the history of the nation.

1. Apologies for absence

PC Adam Clarke, PCSO Jasmine Chadwick.

2. Minutes of meetings:

- (i) Tuesday 7th July – bi-monthly
- (ii) Wednesday 15th July – planning

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

3. Police Report

The Clerk read an e-mail from PC Adams. It was noted that it was inaccurate in at least one respect and the Clerk was asked to follow this up.

Action: Clerk

4. Presentation by Emma Edwards, Village Agent:

EE explained that she was one of five Village Agents in North Somerset, appointed by the Council to provide a single point of access for all general health and social enquiries for the over 50s. The service operated as the rural arm of Community Connect and she had nine villages to oversee. She spoke of her background as a rural shopkeeper which had made her particularly aware of the needs of small rural communities. She outlined the wide range of services and activities that she could signpost, and the ways in which she could give practical help when necessary. She stressed that all one-to-one help and advice was given confidentially. She could also help with fund-raising by providing information about relevant grant-making bodies, and identified a current funding opportunity. The Clerk would pass these detail on to the church, the Friends and the Kingston Seymour Association.

Action: Clerk

5. Infrastructure

(i) Roads and footpaths

PC reported that the railings at New cut Bow had been damaged; he had informed the Area Officer. Work to repair the subsidence in Back Lane and other locations was ongoing. He had arranged for the delivery of a self-closing gate to replace a defective stile on one of the footpaths but the landowner did not wish to install it; it was therefore available for use elsewhere. The Clerk had forwarded a request from the North Somerset PROW section for councils to supply them with detail of missing PROW markers and roadway signs; he had not as yet been able to walk the paths to check the signage. IW offered to do this while out walking his dog; this was gratefully accepted. The Clerk would supply both PC and IW with details of all the rights of way.

Action: IW

It was noted that the speed and turning monitoring equipment was in place; the Clerk had asked John Painter when the results would be available but had not received a reply. It was suggested that she should follow this up with an invitation for him to attend the next meeting to present and discuss the results.

Action: Clerk

(ii) Registration of land at Triangle as Commons

FM reported that the new government had resulted in a change of emphasis regarding common land and that the proposed simplified registration process had been put on hold. He suggested that the Council should revert to the policy of making a first registration using the existing procedures. He would prepare the paperwork and the Chairman would sign it.

Action: FM, Chairman

(iii) Phone box – painting

This still needed to be done.

Action: PH / MS

(iv) Village verges – feedback on item in last Village Magazine

The Chairman reported that there had been two opposing responses to the article in the last Village Magazine explaining how the Parish Council proposed to handle the situation, and why. One was critical of the Council for its failure to ensure the removal of the planters; the other expressed the view that the planters were an attractive and welcome feature. The Chairman felt that this vindicated the Council's approach. PC reported that in the meantime, NSC's Highways officers and the Drainage Board had come to an arrangement between themselves and with the two householders responsible for the planters in question. They could remain, but no more could be added, and as and when the Drainage Board required access to the rhyne the householders would be given 24 hours' notice to remove them. If they did not, NSC would remove them. The Clerk would include this outcome in her next report.

Action: Clerk

(v) Broadband:

It was noted that since late July, when fibre to the cabinet (FTC) at Kingston Bridge was commissioned, some residents had succeeded in obtaining a faster service. However, others were being told by their ISPs that no improvement was possible. In some cases this appeared to be incorrect, although residents in the western extremity of the parish would continue to be disadvantaged as the benefits of FTC would fall off with distance from the cabinet. It was suggested that a brief item should be included in the next magazine and on the website explaining what steps eligible residents needed to take to access a faster service.

Action: Clerk

6. Services

(i) Website report

The web manager had produced a report which had been circulated. In general, she was very encouraged by the increase in traffic and the feedback on the changes made to the Home page which had made it much more informative. However, she had remarked on the continued lack of advertising income and reminded the Council that she had indicated when she was given the post of web manager that she would not be able to take on the task of sourcing advertising. PC said that Alice Cox had expressed a willingness to do this so long as any rules were not too restrictive and after discussion it was agreed that the Chairman would meet with PC, AC and SS to come up with a proposal that could be discussed at the next meeting.

Action: Chairman, PC, AC, SS

(ii) Community Resilience

PH reported on the steps taken since the last meeting. A CR planning meeting had been held in August and it had been decided that although the risk assessment would be completed and updated as per the NSC template, an Emergency Response Plan would be drawn up in a simpler format than that officially prescribed, using the existing Manual as a basis, and including:

- Basic principles
- Details of a proposed meeting place in the event of an emergency
- Key contacts, skills and resources
- A list of vulnerable persons and locations (this would be confidential to the CR steering group and the NSCR coordinator but would be released to the Emergency Services if required)

He had subsequently met with the Clerk to discuss this in more detail and work on the risk assessment and Plan was ongoing. When completed, PH would meet with the NSCR coordinator.

Action: CR steering group

7. Finance & Administration

(i) Smaller Authorities Transparency Fund

The Clerk reported that she had now received details of this funding stream. It did not appear applicable to Kingston Seymour, being targeted towards those small parishes without IT equipment and / or not having a website.

(ii) New Model Standing Orders

Councillors raised several points where clarification was required or where the proposed standing order did not reflect the Council's normal practice. The Clerk would revise the document as appropriate and circulate it again.

Action: Clerk

(iii) Additional e-mail account specifically for Parish Council

This action was still outstanding.

Action: Chairman, Clerk

(iv) Financial report and payments for approval

The Clerk apologised for the omission of this item from the agenda. As it was a standing item, it was considered legitimate to deal with it in the normal way.

The Clerk reported that the balance on the current account was £9738.00, the unusually high figure reflecting the recent receipt of the second half precept. The balance per cash book was £9696.40, the difference of £41.60 being accounted for by an un-presented cheque. Monies received and payments made against budgeted items since the last bi-monthly meeting were listed on a spreadsheet which was tabled and would be attached to the minutes.

Payments were due as follows: Kingston Seymour Association £198.75 (grant for hire of hall, Post Office, 3 quarters); S Stokes £160 (grant to Village Magazine); Parish of Yatton Moor £400 (churchyard maintenance grant); Clerk £368.05 (salary ex PAYE August); Clerk £14.48 (expenses as below); Sylvia Stokes £41.60 (web manager remuneration ex PAYE August); HMRC £17.40 (PAYE due). It was proposed (FM, seconded PH) and unanimously agreed that these payments should be made.

The Clerk reported that the balance on Business Reserve Account stood at £5626.71.

Action: Clerk

8. Planning

(i) Planning Application No. 15/P/1928/F: Erection of front gable window over garage and 2 no rooflights to provide additional accommodation, at Eastview House, Back Lane (Mr M Sewell)

This item was taken at the end of the meeting.

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

- Erection of agricultural building, Mendip View Farm – consent with conditions
- Change of use of redundant agricultural building to dwelling, Pastures New, Middle Lane – prior approval required and granted, with conditions
- Single storey rear extension, Yew Tree Farm (listed building) – decision awaited

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

Confidential item – minutes not available to public

9. Consultations

None.

10. Forthcoming Meetings:

- ALCA AGM Saturday 3rd October 10am for 10.30am, Long Ashton - Chairman to attend

11. Reports of meetings attended

IW apologized that he had not been able to attend the last meeting of the PCAA but reported that according to the minutes nothing had been raised which affected Kingston Seymour.

12. Correspondence & Information

A list had been circulated and the Clerk drew the attention of councilors to items concerning planning (copy of letter from Yatton PC to NSC disputing some aspects of the Sustainability Matrix drawn up by NSC), fracking (NSC current policy position) and the proposed National Grid Hinkley C Connection project (new project manager).

13. Members' Concerns

PC expressed his concern at the lack of water in the ditches in the area between Bullocks Lane and the motorway over the summer (when high levels are supposed to be maintained to provide drinking water for livestock), whereas in the winter (when level are supposed to be kept low to catch runoff) they were frequently overflowing. He was frustrated that his previous attempts to engage the Drainage Board on this issue had resulted in little if any improvement in water flow. He asked who he should contact; the Clerk would provide him with contact details for the chairman and clerk.

Action: Clerk

PH left the meeting

Planning Application (see item 8(i) above)

FM volunteered to chair the meeting for this item and this was agreed. After a brief discussion, during which questions were put to MS, it was proposed PC(seconded IW) and unanimously agreed by those eligible to vote that the application would be recommended for approval.

The meeting closed at 9.28pm

Date of next meeting: Thursday 12th November

Minutes approved by full Council :

Signed

Date