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## WALTON-IN-GORDANO PARISH COUNCIL

Walton-in-Gordano - Walton Down - Walton Bay

**Clerk: Donald Hill**

18 Mitford Slade Court, Mendip Road, Yatton, Somerset BS49 4JG

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These minutes have been reviewed and agreed to by all Councillors, but remain draft until that agreement can be ratified at the next formal meeting of the Council

### Minutes of the Meeting Held at 6pm on Thursday 21st May 2020

*All meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, our Ward Cllr attends when possible; Colin Medus, our NSC Liaison Officer, attends every other month*

***There is a vacancy for another Councillor - please contact a Councillor or the Clerk if you are interested in becoming involved***

*Due to current circumstances, because there is not a reliable enough broadband service to adopt online meetings, because we do not currently have online banking and because various audit papers and cheques had to be signed, this meeting was convened to be held in the garden of the Village Hall. All four members of the Council were party to and commented upon the agenda items before the meeting such that the meeting itself, for the assurance of optimum spacial concerns, was largely a ratification of positions agreed pre-meeting by all four Councillors.*

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Nigel Wilyman

**In Attendance:** Don Hill (Clerk)

**Public Attendance:** 0

**031/20 APOLOGIES:** Cllr Dickinson, as a mother of a very young family.

### ANNUAL MEETING

**032/20 ELECTION OF CHAIR & VICE CHAIR**

Members have proposed that the Current chair (Mike Ralston) and Vice Chair (Brian Cannell) remain in office for the year to May 2021.

**033/20 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

Cllr Dickinson is prepared to continue representing the Council on the Village Hall Committee of Management

**034/20 CHAIRMAN'S REPORT**

Reviewed by all Councillors prior to the meeting, noted as attached.

### ORDINARY MEETING

**035/20 ANNUAL PARISH MEETING**

Due to current restrictions it is not possible to hold a May Annual Parish meeting. Unless future guidance indicates otherwise, the next Annual Parish Meeting will be in May 2021

**036/20 DECLARATIONS OF INTEREST**

Cllr Wilyman as owner of subject property in planning application number 20/P/0966/HHPA at Minute 039/20 below.

**037/20 LAST MEETING MINUTES**

March 9th were agreed and signed.

**038/20 GOVERNANCE**

- i) **Updated standing Orders:** Prepared based on the 2018 NALC template - agreed to, to satisfy internal auditor requirements, posted to website and added to 2020 Governance documents to replace existing. Ratified here.
- ii) **Annual Governance Statement Approval:** In relation to the Annual Review of Governance documents (Minute 017/20 of the February 2020 meeting); agreed that Section 1 of the 2019-20 Annual Governance and Accountability Return (AGAR) - The Annual Governance Statement - was a true representation of the Council's internal governance controls.

**039/20 PLANNING**

**New: 20/P/0986/LDP:** 1 Brighton Cottages; bedroom, bathroom, playroom and office in existing detached but adjacent outbuilding. **20/P/0966/HHPA:** Rivendell replacement conservatory. **No objections to either application.** (Cllr Wilyman was not involved in the pre-meeting consultations relating to application number 20/P/0966/HHPA).

**040/20 PARISH MATTERS**

**Shoot:** Beaters enter properties to pick up birds. The Estate has a right to do so on its tenancies and, apparently, on property it has sold. **Cllrs Cannell and Wilyman will check their deeds**, to see if this is so.

**Golf Club Pond:** Awaiting a Club response re flood-security lower down Walton Brook.

**Sewage:** As advised by the Environment Agency, being followed with them directly, by Complainant.

**041/20 COUNCILLORS' REPORTS**

none

**042/20 FINANCE**

- i) **2019-20 Accounts:** agreed via email, sent for internal audit, which is now complete.
- ii) **Annual Governance and Accountability Return 2019/20 (AGAR):** Certificate of Exemption – AGAR 2019/20 Part 2 & Section 2 - Accounting Statements 2019-20: each reviewed, agreed and signed off.
- iii) **2020-21 Accounts:** Opening position **as attached**
- iv) **Cheques:** **789** ALCA Sub - £58.79. **790** Zurich Insurance £246.38. **791** Philip Smith re Internal Audit £45.00. **792** HMRC re PAYE for April/May/June £112.50.

**043/20 DATE OF NEXT MEETING**

To be announced. Monitoring papers will be circulated in lieu of meeting papers until normal physical meetings resume.

**The meeting closed at 6.20pm**

**These minutes have been reviewed and agreed to by all Councillors, but remain draft until that agreement can be ratified at the next formal meeting of the Council**

## REPORT OF THE CHAIR TO THE 2020 ANNUAL MEETING OF WALTON-IN-GORDANO PARISH COUNCIL

Due to the present coronavirus situation and our need to keep this meeting brief and to the point, I will be brief with this report, which although it a mandated part of this Annual Meeting, is usually given at the Annual Parish Meeting - immediately following this one - which, of course, is not taking place this year.

**Councillors:** With May 2019 being an election year, our 4 councillors presented themselves for re-election. As the Parish is entitled to have 5 councillors and there were only 4 nominations, we were all deemed elected without an actual election taking place. We continue to have a vacancy for a Councillor, which we can fill by co-option.

**Planning:** As usual, there were a steady stream of planning applications coming before us for comment during the year. Such is the nature of our parish that these applications prove to be interesting residential projects, rather than commercial ones. The complexity of some applications however, can demand a lot of close attention and Councillors are to be commended for the time they are prepared to give to this significant aspect of Parish Council work.

**Highways:** Our strategy for highways - Village Gates and speed limits is being hampered because the placing of some of our existing speed limit signs is at odds with current highway regulations. This means that any future works we propose will have to include the bringing of the speed limit signs much closer to our centres of population. As well as being so counter-intuitive, this will severely hamper the active and successful SpeedWatch work which volunteers in the community commit to on our behalf. We have not lost sight of our highway ambitions, but we need to find a way of achieving them without losing what took so long for the Parish to establish originally, in terms of speed limits.

**Finance:** Our day to day spend is straightforward, consisting mainly of employment costs of the Clerk various elements of parish maintenance such as the street light at the corner of Moor Lane and the B3124, and our website. We have reserves of some £8,000, which includes provision for asset replacement. However, with increasing demands for parishes to contribute to project costs such as those we envisage for our village gates, speed limits and signage, this will not go far and needs assiduous long term attention to maintain and grow it.

I must thank all my fellow Councillors for the regular hard work they put in to keeping the wheels of our Parish turning - their efforts are entirely voluntary and they draw no expenses in relation to them.

**Cllr Mike Ralston**

*May 21st 2020*

**WALTON-IN-GORDANO PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2020 - 31st March 2021 (Precept £4995.00)**

DATE	BANK (run via deposit account)					GENERAL FUND EXPENSE ANALYSIS											OPERATING FUNDS				
2020	ITEM	CH	IN	OUT	BALANCE	Stmnt	NOTES	Clerk	Clk/Clr	Hall	Public	Ins/Subs	Parish	Other	Web	TOTALS	VAT	Election	Capital	General	Total Op
-2021									Exp	Hire	Light	Audit	Maint	Costs	site			Pro	Prov	Fund	Funds
Apr 1	<b>Funds Bought Forward</b>				<b>8,378.83</b>													<b>1977.24</b>	<b>3100.00</b>	<b>3301.59</b>	<b>8378.83</b>
	Less bal on Treasurer's a/c				<b>500.00</b>															<b>500.00</b>	<b>500.00</b>
	<b>OPERATING BAL B/F</b>				<b>7,878.83</b>													<b>1,977.24</b>	<b>3,100.00</b>	<b>2,801.59</b>	<b>7878.83</b>
Apr 14	NSC 1st Half Precept		<b>2497.50</b>		10,376.33	30										<b>0.00</b>		150.00	250.00	2,097.50	
	EDF re Street Light	DD		<b>30.33</b>	10,346.00	30					30.33					<b>30.33</b>				<b>30.33</b>	
	Solsoft re Website	SO		<b>18.98</b>	10,327.02	30									18.98	<b>18.98</b>				<b>18.98</b>	
	Clerk's Pay & Expenses	SO		<b>176.20</b>	10,150.82	30		150.00	26.20							<b>176.20</b>				<b>176.20</b>	
	WalG Hall Hire	SO		<b>9.00</b>	10,141.82	30				9.00						<b>9.00</b>				<b>9.00</b>	
	Interest		<b>0.34</b>		10,142.16		<i>Agrees</i>									<b>0.00</b>				<b>0.34</b>	
May 11	ALCA Subscription	789		<b>58.79</b>	10,083.37							58.79				<b>58.79</b>				<b>58.79</b>	
	Solsoft re Website	SO		<b>18.98</b>	10,064.39										18.98	<b>18.98</b>				<b>18.98</b>	
	Clerk's Pay & Expenses	SO		<b>176.20</b>	9,888.19			150.00	26.20							<b>176.20</b>				<b>176.20</b>	
	Phil Smith re Internal Audit	791		<b>45.00</b>	9,843.19							45.00				<b>45.00</b>				<b>45.00</b>	
	Zurich re Annual Insurance	790		<b>246.38</b>	9,596.81							246.38				<b>246.38</b>				<b>246.38</b>	
	WalG Hall Hire	SO		<b>9.00</b>	9,587.81					9.00						<b>9.00</b>				<b>9.00</b>	
	Interest				9,587.81											<b>0.00</b>				<b>0.00</b>	
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					9,587.81											<b>0.00</b>				<b>0.00</b>	



## **Minutes of the MS Teams Electronic Meeting Held at 6pm on Thursday 20th July 2020**

*All meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, our Ward Cllr attends when possible; Colin Medus, our NSC Liaison Officer, attends every other month*

*There is a vacancy for another Councillor - please contact a Councillor or the Clerk if you are interested in becoming involved*

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Ward Cllr Nigel Ashton, Colin Medus (NSC) Don Hill (Clerk)

**Public Attendance:** 0

**044/20 APOLOGIES:** Cllr Nigel Wilyman

**045/20 DECLARATIONS OF INTEREST:** None

**046/20 LAST MEETING MINUTES** (May 21st) were agreed, and **will be signed electronically by the Chair.**

**047/20 MATTERS ARISING NOT DEALT WITH ELSEWHERE:** none

**048/20 PLANNING -** *GDPR does not permit full details to be shown, visit the NSC website for details that are available*

**New: 20/P/1464/TRCA:** Tree Fell - 2 Manor Cottages. **No objections.**

**No Prior Approval Needed: 20/P/0966/HHPA:** Rivendell replacement conservatory. **20/P/0986/LDP:** 1 Brighton Cottages; outbuilding alterations.

**Enforcement:** 1 case resolved, a new one currently before NSC. Members discussed this new case which arose out of complaints made. There may be some mitigating issues and the possibility of a temporary permission. **Cllr Ashton undertook to investigate.**

**049/20 PARISH MATTERS**

**Shoot:** Beaters enter properties to pick up birds. Estate has a right to do so on tenancies and on property it has sold (?). Cllr Cannell has trawled through his deeds and found nothing that refers to this issue, either on transfer to his family, or during the very long period of Estate ownership. It may well have become settled practice over many years, as so much of rural practice has in our nation's estate-base rural history. Members felt such an issue would need to be resolved between property owners/tenant and the shoot, rather than via the Council.

**Golf Club Pond:** Awaiting a response re flood-security lower down Walton Brook. **Clerk to chase.**

**Cliff Path:** Cllr Dickinson pointed to an NSC post saying that the previously minuted expectation of national funding for the SW Coast Path improvements to our section of the Cliff Path is now in place. Colin Medus confirmed that this was moving towards reality, as such hurdles as routes around the dock areas are resolved. The National Coastal Path is a vision that embraces the enthusiasms of both walkers and cyclists. The issue of accommodating the expectations of both groups will involve diversions for cyclists over sections that are too narrow to accommodate both. On this basis, it is anticipated (but not promised) that the Portishead to Clevedon section of the proposed route is likely to be pedestrian only. **Clerk to liaise with the interested resident who brought the issue of cliff path/cyclists/highway issues to the fore.**

**7.5 Ton Highway Limits:** Colin Medus explained that procedural processes have started, indicating that a 7.5 Ton weight restriction should be in place by the end of 2020. Various incidents of late have exposed the problem of 'appropriate' traffic use along Walton Street/the Coast Road. Cllr Ralston has lodged, in the Council's Incident Log, incidents relating to huge lorries getting stuck whilst trying to negotiate this narrow and twisting country lane.

**M5 Issues:** Today, due to particularly sad circumstances on the M5 motorway, an unplanned closure of a section of the motorway had to be put in place, resulting in gridlock for the entirety of non-motorway highways between Gordano and Weston-Super Mare - a narrow system of roads confined by the Bristol Channel on one side, and ranges of hills on the other side. This all too common unplanned motorway shutdown does not benefit from the formally designated diversion notices associated with a planned closure. An unplanned motorway closure = Emergency... Divert off at next exit... Sat Nav... Chaos. Locals, people engaging peaceably in their normal lives, have become all too used to this, but find it hard to be stoical about it. Colin Medus reported that, whilst a system of switchable motorway signs could be developed by Highways England, their cost of installation and upkeep, and the necessary protocols to be established between themselves and other agencies such as the police, to ensure that they were effective at all locations where they might be deemed as appropriate, prevents the system being progressed as a viable option.

**Walton Common:** The Common has a single right-of-way across it and many changing 'unofficial' walking paths. Issues in this area are a matter of long historical record within the parish, that were presumed to have been resolved some years ago. As this is private land, the matter is with the landowners, their lessees and estate managers for whatever further clarification may be needed.

*Colin Medus left the meeting*

#### 050/20 COUNCILLORS' REPORTS

**Cllr Dickinson:** During lock down, painting, and work on the Village Hall floor have been done. Meetings are being held during August to see how and when it will be appropriate to re-open the Hall.

**Cllr Ralston:** i) The WhatsApp group report that litter picking forays have been conducted in various parts of the parish recently, and anti litter posters erected in the hope some deterrent effect. After years of HSE inspired restrictions as to who can do what, local initiative in these grey areas of community activity can only be commended. ii) On the path beside Springhead leading the the public footpath steps, Walton Brook is culverted: some of the culvert work has collapsed. *Mike will supply a photo to the Clerk, who will alert NSC/The Miles Estate about the need for repairs.*

#### 051/20 FINANCE

**2020-21 Accounts:** these were reviewed and noted.

**Cheques:** 793... no cheques due for signature

#### 052/20 DATE OF NEXT MEETING

As usual, there will be no meeting in August.

The next meeting will be on Monday September 14th. It will either be in the Village Hall at 7.30pm, or, if regulations continue to require it, via Microsoft Teams, probably at 6pm. Details will be posted on the Parish Council website at [www.waltoningordanopc.org.uk](http://www.waltoningordanopc.org.uk)

**The meeting closed at 7pm**

## Minutes of the MS Teams Meeting at 6pm on Thursday 14th September 2020

*Meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, our Ward Cllr attends when possible; Colin Medus, our NSC Liaison Officer, attends every other month*

*There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved*

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Ward Cllr Nigel Ashton, Colin Medus (NSC) Don Hill (Clerk)

**Public Attendance:** 0

*Unhappily for us, Nigel Wilyman, a one-time Chair of the Council in the 1970s, has resigned as a Councillor after an energetic and thoughtful 5 years in his second period in office. Needless to say he will be missed: we owe him a huge debt of thanks for all he has done.*

**053/20 APOLOGIES** - none

**054/20 DECLARATIONS OF INTEREST** - none

**055/20 LAST MEETING MINUTES** - July 20th - were agreed, and reserved for signature.

**056/20 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**057/20 PLANNING** - Visit the NSC website for fuller details

**Approved: 20/P/1464/TRCA:** Tree Fell - 2 Manor Cottages.

**Enforcement:** 1 case ongoing.

**058/20 PARISH MATTERS**

**Golf Club Pond:** flood-security lower down Walton Brook at Taggart House and Springhead. In the absence of any response, **Cllr Ashton undertook to pursue this enquiry directly with the Club.**

**7.5 Ton Limits:** Village limits currently out for consultation; installation still expected by Christmas.

**Walton Street Ongoing Traffic Incidents:** Other traffic management opportunities might present themselves, but the success of the 7.5 ton restriction will be monitored as the initial priority.

**Path beside Springhead:** Collapsed culvert stone repaired by estate.

**Fly-tipping on the B3124 & Moor Lane:** Reported to NSC on 10th August; all removed. A new lot awaiting removal by NSC contractors.

**059/20 COUNCILLORS' REPORTS**

**Cllr Dickinson:** The **Village Hall** is now open for its regular bookings in accordance with the ACRE guidelines to ensure it is Covid-19 compliant. St Pauls Church is also holding services again, with the Harvest Festival attracting a congregation of 24, meeting outside in good weather and in good spirit.

**060/20 FINANCE**

**2020-21 Accounts:** circulated with the meeting papers and noted.

**Cheques:** 793 HMRC PAYE Jul/Aug/Sep £112.50. 794 D Hill reimbursement for domain registration of [waigpc.org.uk](http://waigpc.org.uk) with LCN.

**Online Banking:** **Clerk to apply again** (original application lapsed after 6 weeks due to Lloyds slow processing). A credit card to be included to enable direct payments to Microsoft for email facilities rather than having to go via Solsoft. Current Financial Regulations make provision for online banking.

**061/20 DATE OF NEXT MEETING**

The next meeting will be via Microsoft Teams, on Monday October 12th at 6pm.

**The meeting closed at 6.40pm**



## Minutes of the MS Teams Meeting at 6pm on Thursday 12th October 2020

*Meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, our Ward Cllr attends when possible; Colin Medus, our NSC Liaison Officer, attends every other month*

***There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved***

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Don Hill (Clerk)

**Public Attendance:** 0

**062/20 APOLOGIES** - Ward Cllr Ashton, Colin Medus

**063/20 DECLARATIONS OF INTEREST** - none

**064/20 LAST MEETING MINUTES** - September 14th - were agreed, and reserved for signature.

**065/20 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**066/20 PLANNING** - Visit the NSC website for fuller details

**New: 20/P/2229/TRCA** The Manor, management of 7 trees. **No objections.**

**Enforcement:** one case ongoing.

**067/20 PARISH MATTERS**

**Public Footpath - Brighton Cottages to Cliff Path:** There is a project to get the 2 unsatisfactory stiles in the field between Walton Street and the coast path (near Brighton cottages) replaced by hooped galvanised steel, disabled friendly kissing gates - the new norm when gates need replacing. This path forms part of what is called 'The Gordano Round' - a walking route developed by a member of the Gordano Footpaths Group, but up-kept as a route independently of that group. The Miles Estate are happy with the idea, as the landowners. NSC will provide the new gates, but will need to be paid £261 each for them. Installation labour will be via Woodspring Ramblers, who have a footpath maintenance team who work voluntarily for NSC installing the gates. The project leader will pay for 1 gate (the Cliff Path one) + a memorial plaque. The 2nd gate needs £261 of funding and the Council has been approached for those funds. Four years ago, 'The Gordano Round' put together a plan with NSC to fund a dozen gates - including the 2 subject gates - via surpluses from the sale of 'The Gordano Round' Guidebook: latest timetabling updates on that project are awaited. Members felt it would good to fund one of the gates out of the 2021 Parish Maintenance budget, thus leaving 'The Gordano Round' funds free for other needed work. **Clerk to add item to November agenda for formal consideration and decision.**

**Golf Club Pond:** flood-security at Taggart House and Springhead. The Club is confident that works done can cope with reservoir overflow which would flow to holes 15 and 16 before any water was close to spilling out of the course. If they were aware of imminent major storms, they could reduce water level of reservoir. In 2019, with 4 months rain in a week there was no problem.

**7.5 Ton Limits:** currently out for consultation; installation still expected by Christmas.

**Walton Street Ongoing Traffic Incidents:** Other traffic management opportunities might present themselves, but the success of the 7.5 ton restriction will be monitored as the initial priority. Cllr Ralston suggested that we put an entry in the November Cross Tree Chronicle reminding people of the value attaching to their reporting of traffic issues to the Clerk for entry into the Council's Traffic Incident Log (*this can be done by email, telephone, or via the reporting facility on the parish*

website). The meeting also agreed that items in the minutes, particularly under Parish Matters, be summarised in a topical way, for the monthly Chronicle entry, on a regular basis. **Clerk to action.**

**Fly-tipping on Moor Lane:** removed by NSC contractors.

**Dead Badger:** NSC asked to remove dead badger in verge above golf-course up Walton St.

**Blocked Gullies in Walton Street:** Reported to NSC and awaiting date of next scheduled emptying.

**Recycling Collections at Walton Bay:** NSC are taking over collections in April; this reversal of privatisation will be watched with interest in the hope that things should improve: although members felt that the service had improved generally of late.

**068/20 GOVERNANCE:** Updated Standing Orders adopted as attached, based on latest NALC template.

**069/20 COUNCILLORS' REPORTS**

**Cllr Dickinson: Village Hall** bookings are firm, with various bookings holding additional sessions to keep events within covid-19 requirements. **Hedgerows:** They are due to be cut back during the coming weeks - much needed as several traffic signs are hidden by overgrowth.

**Cllr Ralston:** No reports but emphasised the need for residents to report highway incidents as and when they witness them, to reinforce the evidence base to support highway improvements in the parish.

**070/20 FINANCE**

**2020-21 Accounts:** circulated with the meeting papers, reviewed and noted.

**Cheques:** 795.... No cheques

**Online Banking:** **Clerk to apply again.** A credit card to be included to enable direct payments to Microsoft for email facilities rather than having to go via Solsoft. Current Financial Regulations make provision for online banking.

**071/20 DATE OF NEXT MEETING:** via Microsoft Teams, on Monday November 9th at 6pm.

**The meeting closed at 6.50pm**

## Minutes of the MS Teams Meeting at 6pm on Thursday 9th November 2020

*Meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, our Ward Cllr attends when possible; Colin Medus, our NSC Liaison Officer, attends every other month*

*There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved*

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Ward Cllr Nigel Ashton, Colin Medus (NSC Liaison), Don Hill (Clerk)

**Public Attendance:** 0

**072/20 APOLOGIES** - none

**073/20 DECLARATIONS OF INTEREST** - none

**074/20 LAST MEETING MINUTES** - October 12th - were agreed, and reserved for signature.

**075/20 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**076/20 PLANNING** - *Visit the NSC website for fuller details*

**New:** none

**Approved:** 20/P/2229/TRCA The Manor, 7 trees.

**Enforcement:** one case ongoing but will take some time. Cllr Ashton keeping abreast of progress.

**077/20 PARISH MATTERS**

### **Public Footpath - Brighton Cottages to Cliff Path**

**Discussion Background** - There is a project to get the 2 unsatisfactory stiles in the field between Walton Street and the coast path (near Brighton cottages) replaced by hooped galvanised steel, disabled friendly kissing gates - the current norm when gates need replacing. This path forms part of what is called 'The Gordano Round' - a walking route developed by a member of the Gordano Footpaths Group, but up-kept as a route independently of that group. The Miles Estate are happy with the idea, as the landowners. NSC will provide the new gates, but will need to be paid £261 each for them. Installation labour will be via Woodspring Ramblers, who have a footpath maintenance team who work voluntarily for NSC installing the gates. The project leader will pay for 1 gate (the Cliff Path one) + a memorial plaque. The 2nd gate needs £261 of funding and the Council has been approached for those funds. Four years ago, 'The Gordano Round' put together a plan with NSC to fund a dozen gates - including the 2 subject gates - via surpluses from the sale of 'The Gordano Round' Guidebook: latest timetabling updates on that project are awaited. Members to consider if it would be good to fund one of the gates out of the Parish Maintenance budget, thus leaving 'The Gordano Round' funds free for other needed work.

**Consideration of the request:** The meeting, in seeing this as a worthy project for parish maintenance, needed to consider both the budgeting of funds to pay for it, and the basis for supporting this project. Funds would need to be budgeted in the 2021-22 financial year: if they are needed before that, it would be in line with best practice to advance the sum from the council's non-ring-fenced capital budget, and to replace the amount advanced from the new funds when they came through in April 2021. Some years ago the Council ceased budgeting funds for donations to special interest applic-

ants. Within the tight constraints on precept management that have prevailed over past years, it became incumbent on the Council to re-direct former donation funds to a new capital fund that would specifically be directed towards parish maintenance and development projects that are increasingly likely to fall to its responsibility under localism legislation. The Council's highways strategy is part of this, with things such as public footpath maintenance being another example.

**Decision:** Given careful consideration of the project, of the requested funding for it and of the new capital fund context of the Council's financial strategy, Cllr Cannell proposed that the project be granted the requested funding of £261, to be budgeted in the 2021-22 financial year. Cllr Ralston seconded the proposal and Cllr Dickinson agreed, ergo, there was an unanimous decision to grant the requested funds. **Clerk to so inform the project leader.**

**7.5 Ton Limits:** installation still expected by Christmas - there were no objections arising from the NSC consultation.

**Walton Street Ongoing Traffic Incidents:** Other traffic management opportunities might present themselves, but the success of the 7.5 ton restriction will be monitored as the initial priority.

**Blocked Gullies in Walton Street:** Reported to NSC and awaiting date of next scheduled emptying. **Clerk to chase.**

## 078/20 COUNCILLORS' REPORTS

**Cllr Cannell:** Fly-tipping on Moor Lane was reported (by two residents) and cleared quickly.

*(Note: The most efficient route for reporting such matters to NSC is for the witness to visit the NSC website 'Street Cleaning' page, at: <http://www.n-somerset.gov.uk/my-services/parking-travel-roads/street-cleaning>. The reporting of everything from mud on the road to fly-tipping to dead animals in a public place is explained, and is easy to follow).*

**Cllr Dickinson:** The Village Hall is closed during the new lock-down. The obscured road signs have been made visible again, although the hedges are yet to be cut.

**Cllr Ralston: 1.** Huge thanks is due to Phillip Miles for the many days he spent single-handedly removing two fallen beech and ash trees from across the footpath that runs through the woods on the golf course, rather than waiting for NSC footpath staff to do the work. **2.** Walking through the Golf Course has, encouragingly, been increasing through our lock-downs. Please be aware that there is a clearly defined public footpath along this route. When the course is closed, people do wander off the footpath onto the course area. Although this may not be appealing to the golf club, it does happen, and people doing so do need to be sensitive to the fairways and the greens and in no way desecrate them through carelessness.

## 079/20 FINANCE

**2020-21 Accounts:** circulated with the meeting papers, reviewed and noted.

**Cheques:** 795.... No cheques

**Online Banking:** If the email addresses are transferred to the new website provider, **lcn.com**, there will be no additional charge beyond the Domain and Hosting charges, therefore no need for a credit card. With the new website now up and running, **Clerk to re-apply for online banking.**

**080/20 DATE OF NEXT MEETING:** via Microsoft Teams, on Monday December 14th at 6pm.

**The meeting closed at 6.40pm**

## Minutes of the MS Teams Meeting at 6pm on Thursday 14th December 2020

Meetings are held at 7.30pm at the Village Hall unless stated otherwise

Nigel Ashton, our Ward Cllr attends when possible; Colin Medus, our NSC Liaison Officer, attends every other month

**There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved**

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Ward Cllr Nigel Ashton (arrived at 6.13pm @ Item 85/20), Don Hill (Clerk)

**Public Attendance:** 0

**081/20 APOLOGIES** - none

**082/20 DECLARATIONS OF INTEREST** - none

**083/20 LAST MEETING MINUTES** - November 9th - were agreed, and reserved for signature.

**084/20 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**085/20 PLANNING** - Visit the NSC website for fuller details

**New:** none

**Enforcement:** Members decided not to respond to a related planning enquiry received today, but to await the presentation of the formal planning application. Cllr Ashton will check for an update.

**086/20 PARISH MATTERS**

**Footpath Kissing Gate:** November meeting Minute 077/20 was overtaken by a suggestion from the applicant that the funding might be allocated, instead, to a gate on the footpath between Plumtree Cottage and Walton Common, as part of a project totally within the parish. Cllr Cannell said that, due to the nature of the path from Plumtree to the Common, a kissing gate would be inappropriate at Plumtree. It would imply that the stiles and the terrain towards the Common were suitable for people with disabilities, which it is not. Cllr Ashton commented that the money saved by our making a contribution to the proposed gate from the Coast Road to the Cliff Path would be spent on parts of the Gordano-Round *outside* this parish, which would not represent a best-practice use of funds and could be open to challenge. Cllr Cannell proposed, and the meeting unanimously agreed, that the decision at Minute 077/20 of the November meeting be allowed to lapse. **Cllr Ralston undertook to contact the parish charity lead on this issue to relay the substance of the discussion and its outcome.**

**7.5 Ton Limits:** installation due, and its effectiveness will be monitored.

**Gullies in Walton Street:** Emptying due within 3 months. No firm date yet.

**087/20 COUNCILLORS' REPORTS**

**Cllr Dickinson: 1. Burst Water Main at Walton Down** - This is the 2nd burst in 6 months. Cllr Dickinson has Bristol Water contact and will follow up. 2. Christmas lights seem to be a huge hit with the children!

**Cllr Ralston:** continues to report traffic incidents and supply photos of oversized vehicles using Walton Street and would encourage others to do likewise when they see such things in the parish.

**088/20 FINANCE**

**2020-21 Accounts:** circulated with the meeting papers, reviewed and noted.

**2021-22 Preliminary Budget:** Reviewed. No issues raised, but adjustments will be notified to the Clerk by Members and the result presented as the budget agenda item at the January 2021 meeting.

**Cheques:** 795 HMRC re PAYE Oct-Dec £112.50. Clerk to arrange signatures for cheque and minutes.

**Online Banking:** Due to Covid-19, the meeting agreed that an application be deferred until 2021.

**089/20 DATE OF NEXT MEETING:** via Microsoft Teams, on Monday January 11th 2021 at 6pm.

**The meeting closed at 7.00pm**

## Minutes of the MS Teams Meeting at 6pm on Monday 11th January 2021

Meetings are held at 7.30pm at the Village Hall unless stated otherwise : Nigel Ashton, Ward Cllr & Colin Medus, NSC Liaison Officer attend when possible

**There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved**

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Ward Cllr Nigel Ashton, Colin Medus (NSC Liaison), Don Hill (Clerk)

**Public Attendance:** 1

**001/21 APOLOGIES** - none

**002/21 DECLARATIONS OF INTEREST** - none

**003/21 LAST MEETING MINUTES** - December 14th - were agreed, and reserved for signature.

**004/21 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**005/21 PLANNING** - Visit the NSC website for fuller details

**General:** In the past, Sir William Miles would not allow the fixing of notice boards and signage etc to estate property; hence the Cross Tree noticeboard is on posts rather than affixed to the wall. Cllr Cannell reported that, in future this will be allowed, subject to reasonable request to the Estate.

**New:** 20/P/3056/TRCA Hill Cottage Walton Street, T1 - Ash - Fell - **no objections.**

**Enforcement:** Related planning permission due.

**006/21 PARISH MATTERS**

**Footpath Kissing Gate:** There was an exchange of emails of this topic during the month. The gates are fine; disabled access is aided for many users; however, the complexities of supply, ownership, benefit, maintenance, and ultimate insurance risk in relation to a public footpath are unclear. The issues were extensively explored, and it was decided that the December Minute 086/20 should stand. In the context of this issue and public footpath strategy in general, **Clerk to investigate the legal and social parameters of the Council's possible involvement in the area of public footpaths.**

**7.5 Ton Limits:** Completion of installation delayed as delivery of some special brackets is awaited that are due any day now.

**Gullies in Walton Street:** Emptying due.

**Burst Water Main at Walton Down** - This is the 2nd burst in 6 months. Cllr Dickinson reports that this fact means that replacement work will be scheduled as a priority. This has to be a 'flexible' priority, dependant on more urgent 'sudden' work not cropping up.

**007/21 COUNCILLORS' REPORTS**

**Cllr Cannell: Street Light** - the parish light is sited on the bank of Walton Brook against the barn at the junction of Moor Lane and the B3124. It is so close to the barn wall that guttering is not complete and the area cannot be maintained. As the wooden light post is seriously decayed, it will soon need replacing. Could a new one be repositioned to allow access to the barn, or be fixed to the barn wall (the barn is a listed building)? Colin Medus said that there are standards that apply to the positioning of street lighting that will have to be followed. Ours being a single light, it is an unusual case. **Clerk to investigate replacement costs and positioning via NSC street lighting and planning: also to add an additional Capital Provision note to the approved 2021-22 budget.**

**Cllr Ralston:** Highway flooding occurred above Walton Street between the lay-by/gateway from the field coming off Walton Down and the Golf Course. The Clerk reported that a Paris Drain was provided at this point, as part of NSC's major Walton Street flood defence works in 2010: this drain takes water draining off the field from one side of the road to the other. It may be that there was a genuine 'flash' flood, or that the drain needs attention. Colin Medus undertook to place the problem for investigation as needed. [Clerk to supply location map to Colin \(also attached to these minutes\)](#).

**Cllr Ashton: Cliff Path** - reports have come in of further Cliff Path erosion: this may be in our parish. [Clerk to investigate via NSC and copy to Cllr Ashton](#).

**008/21 FINANCE**

**2020-21 Accounts:** circulated with the meeting papers, reviewed and noted.

**2021-22 Budget:** Formal draft discussed. Members felt there should be a more rigorous review of the Clerk's pay and hours but agreed the other budget heads. *(The finally agreed version of the budget will appear at the February meeting).*

**Cheques: 796 ....** None

**009/21 DATE OF NEXT MEETING:** via Microsoft Teams, on Monday February 8th 2021 at 6pm.

**The meeting closed at 7.10pm**

## Minutes of the MS Teams Meeting at 6pm on Monday 8th February 2021

*Meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, Ward Cllr & Colin Medus, NSC Liaison Officer attend when possible*

***There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved***

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Don Hill (Clerk)

**Public Attendance:** 0

**010/21 APOLOGIES** - none

**011/21 DECLARATIONS OF INTEREST** - none

**012/21 LAST MEETING MINUTES** - January 11th - were agreed, and reserved for signature.

**013/21 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**014/21 PLANNING** - Visit the NSC website for fuller details

**New:** none

**Granted:** 20/P/3056/TRCA Hill Cottage Walton Street, T1 - Ash - Fell

**Enforcement:** Related planning permission due.

**015/21 PARISH MATTERS**

**Footpath Kissing Gate:** In view of the Clerk's research, as attached, the meeting felt it more appropriate to manage future involvement in footpath funding via NSC if called upon to become involved.

**7.5 Ton Limits:** Completion due, but NSC are currently heavily overworked due to sickness and home working requirements.

**Gullies in Walton Street:** Emptying due, but may be delayed for the reasons as immediately above.

**Street Light** - The light is attached to a Western Power Distribution pole, with the supply cable coming from underground. It may be possible for the pole to be removed and a new steel lighting column installed. This could be slightly repositioned to allow future maintenance to the barn and its guttering. NSC investigating with Western Power and will come back with proposals and a quote.

**Walton Street:** Flooding at gateway from the field coming off Walton Down. NSC to report.

**Golf Club Fence:** Cllr Ralston met with the Club. The Clerk assembled an historical file on this matter and the responsibility for fence maintenance is clearly with NSC under an agreement dated 1986. Cllr Ashton and the Club are in touch with the responsible NSC officers to ensure the fence is repaired to a standard that is safe and fit for purpose. Members wished to record their support of the Club in this endeavour.

**016/21 GOVERNANCE**

Review and approval of Governance documents for 2021. These documents were pre-circulated to members for their review and, as a pre-cursor to the annual internal audit, were approved as the governance documentation to carry the Council through the 2021-22 financial year. Each document within the file will be subject to rolling update and change as appropriate during the year.

**017/21 MAY MEETING DATES**

The possibility of holding the May meeting on the first Monday rather than the second was considered but rejected as the first Monday is a bank holiday and perhaps, after a prolonged period of lockdown, not an appropriate alternative to our usual meeting day. This means that we will have to



conduct the May meetings - the Council's Annual Meeting and the Parish's Annual Parish Meeting - according to whatever guidance emerges during the next few weeks about the continued holding of virtual council meetings, which are presently run under a temporary regulation that runs out on May 6th 2021. If physical meetings are able to be held beyond May 6th, we will also have to adjust our timetable to accord with the Village Hall being got ready to be open for letting again.

## 018/21 COUNCILLORS' REPORTS

### Cllr Ralston

**Shooting Incident:** Last Friday evening - February 5th - drama descended upon Walton-in-Gordano. The Golf Club appointed a person to clear vermin from the course. Duly armed for the job, that person was observed - and so reported to the police - as 'an armed person' roaming the Golf Course with a gun. Result - an extraordinarily noisy armed response helicopter hovering above the greens off Walton Street, issuing commands to 'the gunman' appropriate to those of a Commando force! The innocence of this drama is testament to the diligence of the Golf Club in their maintenance, the vigilance of the public and the efficiency of our local policing. We report this to allay any local alarm that may have been felt, and also to affirm the need for the public to remain constantly vigilant if they feel uncomfortable about something they witness in the goings on around them. Thank you to the person doing the job they were being paid for, to the person who did not 'pass by on the other side' in a moment of concern, and the police for looking after us.

**The Shoot:** We understand that the activities of the shoot are suspended during lock-down. On a recent Monday - rather than the usual Wednesday or Saturday of a normal shoot - there were the sounds of what seemed to be a shoot, (rather than a cull), down Moor Lane. Cllr Ralston will endeavour to speak with Andrew Waygood to seek his professional opinion.

### Cllr Dickinson

**Walton Common:** The Warden reports that Work on the Common has been significantly disrupted during the Covid-19 period, and is likely to be so during much of this year, with limited personnel and no Dexters grazing up there during the winter. He came across a few people with a metal detector and spades looking for treasure. They were happy to stop when he pointed out that it wasn't an activity allowed on the Common because of its status as a scheduled ancient monument, as well as being a site of special scientific interest.

## 019/21 FINANCE

**2020-21 Accounts:** circulated with the meeting papers, reviewed and noted.

**2021-22 Budget:** The meeting ratified the budget adjustments that were made post the January meeting, and the noted that the precept request was confirmed by NSC, on 29th January.

Employment Costs	2661.00
Expenses	315.00
Hall Hire	120.00
Public Light	140.00
Insurance Subscriptions and Audit	450.00
Parish Maintenance	700.00
Other Costs	120.00
Website	250.00
Election Provision	-
Capital Provision	800.00
<b>2021-22 PRECEPT</b>	<b>5556.00</b>

**Cheques: 796** [LCN.com](http://LCN.com), the Council's new website provider, via D Hill Clerk, £21.00 being Authenticated SMTP access for [waltoningodanopc.org.uk](http://waltoningodanopc.org.uk) for 1 year.

020/21 **DATE OF NEXT MEETING:** via Microsoft Teams, on Monday March 8th 2021 at 6pm.

**The meeting closed at 7.10pm**

# NSC Maintained Public Footpaths

*(Hewitsons Solicitors : [UK.gov](http://UK.gov))*

**The Path:** NSC Highways have a statutory duty under the Highways Act 1980 to keep the surface in a safe condition and fit for the type of traffic which is ordinarily expected to use it. The duty is to maintain the structure and fabric, including the surface. The depth of the surface depends on how much is needed to support the path. A footpath will not be properly maintained if its surface is disturbed or defective.

**Non-Surface Areas:** Landowners (who may be the Highway authority, eg along the Cliff Path), are responsible for the maintenance of those elements of a public footpath that do not comprise its surface. They must make sure vegetation does not encroach onto the route from the sides or above, bearing in mind the different clearances needed for users of different types of route, for example by horse riders

**Structures:** Any stile, gate or other similar structure across a footpath belongs to the landowner and must be maintained by the landowner in a safe condition, and to the standard of repair required to prevent unreasonable interference with the rights of persons using the path. If the path includes a bridge passing over a natural stream or obstacle, the bridge is part of the path therefore publicly maintainable.

**Liability:** If someone is injured because a public path is in disrepair, the party responsible for maintaining the footpath would potentially be liable. A private law action for damages can be brought against the Highway Authority or the landowner for breach of their duty to maintain.

**Structures for access:** Landowners can claim 25% or sometimes more of the cost of any replacement work from the highway authority. Some authorities provide materials, or others may carry out the work themselves. Where a stile needs replacing, always consider with the highway authority whether to do this with a gate or preferably a gap, so that it will be less of an impediment to people with mobility problems. You must seek the local highway authority's permission before installing any new structure on a public right of way. Unauthorised structures are obstructions and may be removed by the highway authority at the landowner's expense.

## **Additional Notes:**

The law requires that Section 137 grants must be "in the interests of or will directly benefit the area or its inhabitants, or of part of it, or of some of it" and "the direct benefit should be commensurate with expenditure".

The Parish Council will not award grants to:

- Private individuals;
- Commercial organisations;
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide;

## Minutes of the MS Teams Meeting at 6pm on Monday 8th March 2021

*Meetings are held at 7.30pm at the Village Hall unless stated otherwise*

*Nigel Ashton, Ward Cllr & Colin Medus, NSC Liaison Officer attend when possible*

***There are 2 Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved***

**Present:** Cllrs Mike Ralston (Chair), Brian Cannell, Rachel Dickinson

**In Attendance:** Cllr Nigel Ashton, Colin Medus, Don Hill (Clerk)

**Public Attendance:** 0

**021/21 APOLOGIES** - none

**022/21 DECLARATIONS OF INTEREST** - none

**023/21 LAST MEETING MINUTES** - February 8th - were agreed, and reserved for signature.

**024/21 MATTERS ARISING NOT DEALT WITH ELSEWHERE** - none

**025/21 PLANNING** - Visit the NSC website for fuller details.

**New: 21/P/0487/FUH & 21/P/0488/LBC** The Manor - replacement of rotted windows. **No objections.**

**Enforcement:** Related planning permission due.

**026/21 PARISH MATTERS**

**7.5 Ton Limits:** Scheme completed.

**Gullies in Walton Street:** Emptying due, but may be delayed.

**Street Light** - The existing wooden pole is rotting. NSC charges for total removal of the light, pole and wiring will be £932.62. A replacement light, repositioned and installed on a new column will cost £1,721.44. Members are minded to recommend complete removal of the light and not replacing it, probably during the 2022-23 budget period. Feedback from residents about this will be welcome. In the meantime the **Clerk will ask NSC if planning permission will have to be sought.**

**20mph Speed Zone Extension:** NSC may be extending the area of new 20mph zones within villages. This is not likely to effect Walton-in-Gordano, as the government's guideline average speed needs to be as low as 24mph for a 20mph zone to be installed. This applies in Weston-in-Gordano because the bends past the parish church force average speeds down. Cllr Ashton will seek some background information re the Weston-in-Gordano speed limit rationale, but it is expected to support the government guidelines. The 20's Plenty Campaign was not picked up by Members as a route for our parish for now at least.

**Walton Street:** Flooding at gateway from the field coming off Walton Down. NSC report being awaited, but the problem does not seem to have worsened. The suspected water leak outside Arodene continues and Cllr Dickinson will check repair status with Bristol Water.

**The Shoot:** There appear to be no further issues.

**Footpaths:** New NSC funding initiative - no proposals for our parish put forward.

**Walton Street - Golf Club Fence:** The 1956 agreement between the Miles Estate and Somerset County Council is with the NSC solicitor to establish maintenance responsibility. Members thought NSC and the Golf Club would cooperate to ensure that clearance of existing overgrowth was not required until new fencing was ready to be installed.

**027/21 COUNCILLORS' REPORTS**

**Cllr Ralston:** Truespeed Broadband have indicated that they will be moving from Clevedon to Portishead via the B3124. It is still likely to be a year before service is available to Walton-in-Gordano.

**Cllr Cannell:** There were roadworks at the Moor Lane B3124 junction for some four days recently, but no one knew what they were for. Colin Medus provided a link to an NSC page that provides details of all roadworks and is accessible to anyone: the webpage address is:

**<https://www.n-somerset.gov.uk/my-services/parking-travel-roads/roads-streets/road-closures-temporary-traffic-management/current-future-roadworks>**

**Cllr Ashton:** Walton Common: Cllr Ashton and the Clerk were copied in to emails about a startling increase in abandoned dog waste on the common. Cllr Ashton copied these emails to Members who noted that the matter was a problem and that the managers of the Common, Avon Wildlife Trust (AWT), were dealing with it. The suggestion of a dog bin outside Hill Cottage was not welcomed, as they do tend to smell unpleasant in hot weather. Perhaps they should be strategically placed on the Common where AWT could arrange for their proper management. A further suggestion that the highway verge on Walton Street might be managed as a wildlife haven was not considered practical.

**028/21 FINANCE**

**2020-21 Accounts:** circulated with the meeting papers, reviewed and noted.

**Cheques:** 797 HMRC Jan/Feb/Mar £112.50

**029/21 DATE OF NEXT MEETING:** via Microsoft Teams, on Monday April 12th 2021 at 6pm.

**The meeting closed at 7.05pm**