

# Councillors are summoned to Meet in the Village Hall at 7pm on Monday April 8th 2024

*Nigel Ashton, Gordano Valley Ward Cllr attends when possible*

Members of the public will not be able to participate in the meeting but may talk with Councillors before or after it.

**Don Hill - Clerk**

## Agenda & Agenda Notes

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

*Before each meeting Clerk & Chair will Exchange back up disks*

- 1 **APOLOGIES**
- 2 **DECLARATIONS OF INTEREST** (Dispensations apply to Cllrs re the setting of the precept, and to Village Hall matters)
- 3 **LAST MEETING MINUTES + MATTERS ARISING**  
Jan 8th 2023 minutes to be agreed and signed (there was no February meeting).
- 4 **PLANNING** *(The NSC website has full details. Applications notified on the meeting day will also be considered)*  
**New:**  
**Decisions Due: 23/P/0648/FUH** Taggart Cabin.
- 5 **PARISH MATTERS**
  - i. **Street Light:** Awaiting new costings.
  - ii. **Traffic Speed Issues:** The proposal is that a SID be purchased by the Parish Council to collect traffic movement data along the three roads in the parish. The objective is to use the data data as evidence in developing a case that NSC Highways agree to and implement.  
Actions needed to progress this plan:
    - a. SpeedWatch team involvement needs to be invited.
    - b. Six locations need to be established by this Council and agreed with NSC.
    - c. Management of the SID and its data will need to be confirmed.
    - d. A Funding plan needs to be established - PC capital, grants, fund raising.
    - e. A purchase date needs to be set in order to drive these actions.
    - f. Details of a police grant need be studied - the application window is very tight.
    - g. Appropriate insurance to be arranged upon purchase.
    - h. Decide if and when to trigger consult involvement.
  - iii. **Walton Bay Transport Update**
  - iv. **NSC Proposed Car Parking Charges**
  - v. **NSC Proposed 3 Week Waste Collection Cycle**
  - vi. **Website:** VisionITC went live on April 2nd.
  - vii. **Footpaths: Plumtree to Common stiles:** The two kissing gates due to be installed.
  - viii. **Walton Bay Entry Signs:** These are now in place.

- ix. **Village Notice Board:** replacement door perspex being sourced by Cllrs Flower and Cannell.
- x. **Government Issued Portrait of the King:** Delivery due during May.
- xi. **Parish Maintenance:** Should we employ a contractor to carry out a specified scheme of work for the parish to keep highways and street furniture in a good and welcoming condition?
- xii. **NSC General Maintenance in hand with with Area Officer:**
  - a. **Walton St Open Section of Brook:**
    - Damaged retaining wall repair by NSC.
    - Open section of brook cleared... but not *one inch* of the bank, which is the riparian responsibility of the Miles Estate/Tenant Farmer.
    - Detached gabion causing blockage in bed of brook. Reported to NSC.

## 6 COUNCILLORS REPORTS

### 7 FINANCE

- i. **2023-24 accounts:** Year End accounts for 2023-24 to be approved for sending the internal auditor.
- ii. **Cheques: 839** VisionICT Balance of Website set up cost - £918.00. **840** WalG Village Hall for Hall hire April 2024 to March 2025 for 11 PC meetings and 1 Annual Parish Meeting - £108.00

### 8 DATE OF THE NEXT MEETINGS

**There will be three meetings held on May 13th 2024:**

**At 7pm** will be The **Annual** and **Ordinary** Meetings of the Council.

**At 8pm** will be **The Annual Parish Meeting**. This is **a meeting of residents of the Parish**, not of the Parish Council. All residents of the Parish are welcome to attend and contribute.

## Minutes of the Council Meeting Held on Monday 11th March 2024

Meetings are held at 7.00pm at the Village Hall unless stated otherwise - Nigel Ashton, Gordano Valley Ward Cllr, attends when possible

*We have a vacancy for a Councillor - contact the Clerk or a Councillor, in the first instance, to apply*

**Present:** Cllrs Brian Cannell (Chair), Rachel Dickinson, Claire Flower.

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

**Public Attendance:** 2

### 010/24 APOLOGIES

Cllrs Dave Wherrett, Nigel Ashton (NSC)

### 011/24 DECLARATIONS OF INTEREST (Dispensations apply to Cllrs re setting of the precept, and Village Hall matters)

None

### 012/24 LAST MEETING MINUTES & Matters Arising

The February meeting was cancelled due to illness. The minutes of the January 8th meeting were agreed and signed. There were no matters arising.

### 013/24 PLANNING (The NSC website has full details. Applications notified on the meeting day will also be considered)

**Decisions Due:** 23/P/0648/FUH Taggart Cabin.

### 014/24 PARISH MATTERS

i. **Street Light:** Awaiting new costings.

ii. **B3124 Clevedon Road Safety:** A Consultant's quote for an analysis of works needed to improve the B3124 was discussed. For the quote to be accepted the cost must be seen to form part of a responsible strategy for achieving results. Working with the consultants and persuading NSC to consider their recommendations as the basis for improvement work will rely on a solid base of traffic movement data that will need to be gathered via a Speed Indicator Device (SID) per iii below. **The Clerk will so inform the consultants.**

iii. **Speed Issues:** The proposal is that a SID be purchased by the Parish Council to collect traffic movement data along the B3124, along the Coast road between Cross Tree and the Parish Boundary at the footpath beside Squires Cottage, and down Moor Lane to the Parish Boundary at the bottom of Harley Hill. The objective of this data collection is for it to be used as evidence in developing a case that NSC Highways will take seriously enough to agree to and implement.

*Standing orders were suspended to enable public attendees to comment.*

Concern was expressed re the NSC stipulation 6, which states that **'The sign will only be in one location for a maximum of 2 weeks and will not return to that same location for 3 months.'**

It was suggested that if the key traffic problem is along the B3124 through The Village, then surely that is where the SID should be located for much longer periods than two weeks every three months. This was not a contentious point, but given the NSC regulations, it was pointed out that the initial purpose of the SID will be to collect traffic movement data as the basis - with SpeedWatch data as well - for approaching NSC with a highway strategy for the B3124 but also for the two other roads. To keep the SID in use full time will need 6 locations where it can be placed. The SID data may lead to the conclusion that a fixed Vehicle Activated System (VAS) will be needed on the B3124, notwithstanding the acknowledged problem that once drivers 'get used' to a fixed system they tend to ignore it. A VAS will involve two fixed machines, one at each entry to The Village along the B3124. This will

come at a significantly higher level of cost than the single SID, and may have to be funded,,again, from fund-raising and grants as well as from the Parish Council precept.

*Standing orders were reinstated.*

No action plan was established at this meeting. *(The Clerk will draft one for consideration by Members before the next meeting.)*

- iv. **Walton Bay Transport Update:** All Aboard The Bus group are becoming a CIC (Community Interest Group), to apply for NSC/Government funds to run a bus via an outside supplier.
- v. **Website:** VisionITC goes live on April 2nd. Invoice for £918 balance falls due by April 30th.
- vi. **Footpaths:** Winter die back has meant that the path between the church and the golf course has been deemed clear enough not to be prioritised yet for attention by NSC's limited resources. **Plumtree to Common stiles:** The one by the B3124 is ok and will stay. The other two, will be replaced by metal kissing gates.
- vii. **Walton Bay Entry Signs:** These are paid for, and the signs are on order by NSC.
- viii. **Village Notice Board:** replacement door perspex being sourced by Cllrs Flower and Cannell.
- ix. **Free Government Issued Portrait of HM King Charles 3rd:** The Village has agreed to hang the picture. **Clerk to order.**
- x. **NSC General Maintenance in hand with with Area Officer:**
  - a. **The 20mph sign** Realigned. (The horse sign at the Clevedon end of the B3124 is out of alignment) - **the Clerk will check and report as needed).**
  - b. **Walton St Open Section of Brook:** Damaged retaining wall repair by NSC.
  - c. **Walton Street:** Need to clear open section of brook. Work chased.
  - d. **Walton Street:** Failed repair to channel opposite Chapel - repair has been done.

#### 015/24 GOVERNANCE

**2024-25 Document Review:** Governance Documents were updated by the Clerk and circulated prior to the meeting so that they could be reviewed by Members. The Clerk pointed to various updates and additions within the circulated documents, which were noted. The documents were ratified as approved by the meeting. A reference to creating a possible Vexatious Behaviour costs provision was raised. This was never carried forward into the Accounts. *(via a post-meeting check, the Clerk confirms that it was not included within the Governance file ratified at this meeting).*

#### 016/24 COUNCILLORS REPORTS

##### Cllr Dickinson

**Parish Maintenance: Litter Picking:** some Stirling voluntary litter-picking work has been done over the years by a resident. This has, and is being, hugely appreciated by everyone.

**Parish Maintenance: Village Gates:** With a repositioning of the long-fought-for speed limits along the B3124 being demanded as a condition of us being able to install Village Gates, that ambition remains on hold. However, a bulb planting scheme would provide an attractive and noticeable feature to signal to drivers that they are entering a built-up area. It was suggested that this would need to be a year-round planting scheme to achieve the required effect.

These two points raise the question of the Parish employing a contractor to carry out a specified scheme of work throughout the parish to keep our highways and street furniture in a good and welcoming condition.

#### 017/24 FINANCE

- i. **2023-24 accounts:** to date were reviewed and noted.
- ii. **2024-25 Budget:** Precept request acknowledged by NSC.
- iii. **Cheques: 838** HMRC re PAYE for Jan/Feb/March £143.40 approved and signed.
- iv. **Clerk's pay:** standing order increase authorisation completed, and signed post the meeting.

#### 018/24 DATE OF THE NEXT MEETING - April 8th 2024.

**The meeting closed at 8.20pm**

## WALTON-IN-GORDANO PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2023 - 31st March 2024 (Precept £6321.00)

DATE	ITEM	BANK (run via deposit account)				GENERAL FUND EXPENSE ANALYSIS											OPERATING FUNDS				
		CH	IN	OUT	BALANCE	Stmnt	NOTES	Clerk	Clk/Clfr	Hall	Public	Ins/Subs	Parish	Other	Web	TOTALS	VAT	Election	Capital	General	Total Op
-2024									Exp	Hire	Light	Audit	Maint	Costs	site			Pro	Prov	Fund	Funds
Apr 1	<b>Funds Bought Forward</b>				<b>13,615.94</b>													<b>2277.24</b>	<b>5400.00</b>	<b>5938.70</b>	<b>13615.94</b>
	Less bal on Treasurer's a/c				500.00															500.00	500.00
	<b>OPERATING BAL B/F</b>				<b>13,115.94</b>	Mar	<b>Agrees</b>											<b>2,277.24</b>	<b>5,400.00</b>	<b>5,438.70</b>	<b>13115.94</b>
Apr 3	ALCA Sub	830		79.95	13,035.99	Apr					79.95									79.95	
	EDF Public Light	DD		34.09	13,001.90	Apr					34.09									34.09	1.62
	Hall Hire - Year Apr 23-Mar 24	831		108.00	12,893.90	Apr				108.00										108.00	
	Clerks Pay & Expenses	SO		217.40	12,676.50	Apr		191.20	26.20											217.40	
	NSC 1st half precept	BACS	3160.50		15,837.00	Apr												75.00	500.00	2,585.50	
	Interest Earned			8.35	15,845.35	Apr	<b>Agrees</b>													8.35	
May 15	Zurich Insurance	826		260.13	15,585.22	May						260.13								260.13	
	Clerks Pay & Expenses	SO		217.40	15,367.82	May		191.20	26.20											217.40	
	Phillip Smith re Internal Audit	827		50.00	15,317.82	May						50.00								50.00	
	Interest Earned			8.94	15,326.76	May	<b>Agrees</b>													8.94	
Jun 12	Clerks Pay & Expenses			217.40	15,109.36	June		191.20	26.20											217.40	
	LCN re Business Hosting	828		119.97	14,989.39	June	<b>Via DH</b>								119.97					119.97	19.99
	HMRC re PAYE apr/May/Jun	829		143.40	14,845.99	June		143.40												143.40	
	Interest Earned			9.88	14,855.87	June	<b>Agrees</b>													9.88	
Jul 10	EDF Public Light	DD		49.77	14,806.10	Jul					49.77									49.77	2.37
	Clerks Pay & Expenses	SO		217.40	14,588.70	Jul		191.20	26.20											217.40	
	Interest Earned			10.15	14,598.85	Jul	<b>Agrees</b>													10.15	
Aug 1	Clerks Pay & Expenses			217.40	14,381.45	Aug		191.20	26.20											217.40	
	Interest Earned			10.84	14,392.29	Aug	<b>Agrees</b>													10.84	
Sep 11	Clerks Pay & Expenses			217.40	14,174.89	Sep		191.20	26.20											217.40	
	HMRC re PAYE Jul/Aug/Sep	832		143.40	14,031.49	Sep		143.40												143.40	
	Tr from Election Pro to General Fund				14,031.49	-														92.00	92.00
	NSC re May 2023 Election	833		92.00	13,939.49	Sep								92.00						92.00	
	Interest Earned			14.04	13,953.53	Sep														14.04	
	2nd Half Precept		3160.50		17,114.03	Sep												75.00	500.00	2,585.50	
	ICO Annual Fee	DD		35.00	17,079.03	Sep	<b>Agrees</b>				35.00									35.00	
	D Hill re LCN re Web Domain	834		34.79	17,044.24	Oct	<b>Via DH</b>								34.79					34.79	5.80
Oct 9	Clerks Pay & Expenses	SO		217.40	16,826.84	Oct		191.20	26.20											217.40	
	Interest Earned			15.82	16,842.66	Oct														15.82	2.48
	EDF Public Light	DD		52.03	16,790.63	Oct	<b>Agrees</b>				52.03									52.03	0.24
	EDF Public Light - £57.11 taken	DD		5.08	16,785.55	Nov	<b>To 30/9/23</b>				5.08									5.08	
Nov 13	Clerks Pay & Expenses			217.40	16,568.15	Nov		191.20	26.20											217.40	
	VisionICT deposit re new Website	835		102.00	16,466.15	Nov									102.00					102.00	
	Interest Earned			18.60	16,484.75	Nov	<b>Agrees</b>													18.60	
Dec 8	HMRC re PAYE Oct/Nov/Dec	836		143.40	16,341.35	Dec		143.40												143.40	
	Clerks Pay & Expenses	SO		217.40	16,123.95	Dec		191.20	26.20											217.40	
	Interest Earned			18.89	16,142.84	Dec	<b>Agrees</b>													18.89	
Jan 8	West Mercia Energy Oct 23	DD		18.95	16,123.89	Jan					18.95									18.95	0.90
	West Mercia Energy Nov 23	DD		19.25	16,104.64	Jan					19.25									19.25	0.92
	Clerks Pay & Expenses	SO		217.40	15,887.24	Jan		191.20	26.20											217.40	
	Interest Earned			16.74	15,903.98	Jan	<b>Agrees</b>													16.74	
	West Mercia Energy Dec 23	DD		19.74	15,884.24	Feb					19.74									19.74	0.94
	NSC re Walton Bay Entry Signs	837		655.00	15,229.24	Feb							655.00							655.00	0.00
Feb 12	Clerks Pay & Expenses			217.40	15,011.84	Feb		191.20	26.20											217.40	
	Interest Earned	DD		17.60	15,029.44	Feb	<b>Agrees</b>													17.60	0.97
	West Mercia Energy Jan 24			20.30	15,009.14						20.30									20.30	
Mar 11	Clerks Pay & Expenses	SO		217.40	14,791.74			191.20	26.20											217.40	
	West Mercia Energy Feb 24	DD		18.57	14,773.17						18.57									18.57	

