

Councillors are summoned to The Annual and Ordinary Meetings of the Parish Council in the Village Hall at 7pm on Monday May 13th 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 the it.

Don Hill - Clerk

Agenda & Agenda Notes

Before each meeting Clerk & Chair will Exchange back up disks

ANNUAL MEETING OF THE COUNCIL

- 1 APOLOGIES
- 2 ELECTION OF CHAIR & VICE CHAIR & ASSOCIATED PAPERWORK
- 3 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES
- 4 AGREEMENT TO RE-CONFIRM RECENTLY APPROVED GOVERNANCE FRAMEWORK
- 5 CHAIRMAN'S REPORT *(to be presented via the Annual Parish' Meeting at 8pm).*

ORDINARY MEETING OF THE COUNCIL

- 1 APOLOGIES
- 2 DECLARATIONS OF INTEREST & DISPENSATIONS
(Dispensations apply to resident Cllrs re the setting of the precept, and to all Cllrs relating to Village Hall matters)
- 3 LAST MEETING MINUTES + MATTERS ARISING
Minutes of the meeting held on April 8th 2024 to be agreed and signed.
- 4 GOVERNANCE
The Annual Governance Statement, being Section 1 of the Annual Governance and Accountability Return (AGAR) 2023-2024 to be approved and signed.
- 5 PLANNING *(The NSC website has full details. Applications notified on the meeting day will also be considered)*
New:
Approved: 23/P/0648/FUH Taggart Cabin.
- 56 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. **Cllr Flower has agreed to be the lead on this project.**
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 Consultations: Proposed Car Parking Charges / Proposed 3 Weekly Waste Collection**
The Clerk relayed the observations at April Minute 028/24 iv and v to the NSC Cllr Leads of each consultation as the online response was framed for individual resident use.
- v. **Footpaths: Plumtree to Common stiles:** The two kissing gates due to be installed.
- vi. **Village Notice Board:** Perspex will have to be purchased. Cllrs Flower and Cannell handling.
- vii. **Government Issued Portrait of the King:** Delivered to the Village Hall.
- viii. **Parish Maintenance:** The appointment of 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 was thought to be sound. A timetable and a precise scheme will need to be prepared, against which quotations from contractors insured to do work on the highway can be approached for quotes. The costs can then be put into the next budget under the Parish Maintenance head. A project lead will be needed to steer the establishment actions and to oversee the resultant contract.
- ix. **The B3124:** National speed limit sign on the Village Hall side of the road awaiting repair.
- x. **Speed Limit Repeater Signs:** These signs are no longer a legal requirement, so their being kept visible is a matter of affordability rather than legality.
- xi. **Walton St Open Section of Brook:**
- a. **Retaining Wall:** Repair is the responsibility of NSC Structures, who appear to have given the work a low priority.
 - b. **The bank:** Gabion in brook awaiting removal. Riparian responsibility for bank seems to lie with NSC as the bank was shored not up by the Miles Estate, so must have been by NSC as part of its necessary highway work.

6 COUNCILLORS REPORTS

7 FINANCE

- i. **2024-25 Accounts:** for review and approval.
- ii. **2023-24 Accounts:**
 - c) Approval of Certificate of Exemption – AGAR 2023/24 Form 2
 - d) Review of 2023-24 internal auditor's report.
 - e) AGAR Section 1 – Annual Governance Statement 2023/24: see agenda item 4 above
 - f) Approval of AGAR Section 2 – Accounting Statements 2023/24
 - g) Approval of the 2022-2023 Bank Reconciliation.
 - h) External Auditors Conflict of Interest Form
- ix. **Cheques: 843 P Smith re internal audit £50.00. ALCA re April cheque lost in post? £84.92.**

8 DATE OF THE NEXT MEETING

Monday June 10th at 7pm in the Village

Minutes of the Council Meeting Held on Monday 8th April 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, Dave Wherrett

In Attendance: Don Hill (Clerk)

Public Attendance: 1

019/24 APOLOGIES

Cllrs Claire Flower, Nigel Ashton (NSC)

020/24 DECLARATIONS OF INTEREST (Dispensations apply to Cllrs re setting of the precept, and Village Hall matters)

None

021/24 LAST MEETING MINUTES & Matters Arising

The minutes of the March 11th meeting were agreed and signed.

022/24 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.

023/24 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. **Cllr Flower has agreed to be the lead on this project.**

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:** Cllr Wherrett reported:

All Aboard The Bus is now formally constituted and is assembling a bid to WestLocal to provide the transport everyone needs in the Gordano Valley area to connect them to the two most local towns, Clevedon and Portishead.

We have held meetings with potential bus suppliers and both the Town Councils, with one of our representatives doing a good presentation to Portishead Town Council expressing the need and requesting support. There may be some start-up funding available from this source.

WESTlink is still in its pilot phase of course, and as it is modified to provide a more effective service its success or failure does provide a backdrop to the way All About The Bus progresses its cause.

iv. **NSC Proposed Car Parking Charges:** Members pointed out that there are plenty of places where there is free car parking provision for shoppers and these places may well benefit from the imposition of car parking charges at the expense of the North Somerset towns. Blue badge holders are more likely to resort to kerbside parking in non-chargeable places unless concessionary parking places are provided.

v. **NSC Proposed 3 Weekly Waste Collection Cycle:** Whilst this may prove a minimal imposition on small and single households, it may well be a strain for larger households, even if they do adopt more rigorous recycling regimes. There may be issues with flies and vermin and a distinct possibility of increased fly-tipping.

It was suggested that individuals should respond to these two consultations to ensure their views count. **The Clerk will relay the Council's observations at iv and v above to NSC.**

vi. **Website:** The new VisionITC site 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. They are positioned lower than usual because the two possible siting places required there to be good visibility for vehicles entering and leaving the adjacent accesses.

ix. **Village Notice Board:** there is no available replacement door perspex, so it will have to be purchased. Cllrs Flower and Cannell are handling.

x. **Government Issued Portrait of the King:** Delivery due during May.

xi. **Parish Maintenance:** The appointment of 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 was thought to be sound. A timetable and a precise scheme will need to be prepared, against which quotations from contractors insured to do work on the highway can be approached for quotes. The costs can then be put into the next budget under the Parish Maintenance head. A project lead will be needed to steer the establishment actions and to oversee the resultant contract.

xii. **Walton St Open Section of Brook:**

a. Damaged retaining wall repair: The initial damage was caused by a car; however, the topping stones are now loose over an extended length of the wall. Repair is the responsibility of NSC Structures, who appear to have given the work a low priority.

b. The base of the open section of brook is now cleared. The bank has been presumed to be the riparian responsibility of the Miles Estate/Tenant Farmer. NSC are responsible for clearing the base of the brook because they built the wall that secures the highway - which wall they are responsible for keeping in good repair. Evidence at c. Below indicates that the bank has been shored up by gabion's. It is likely that whoever did this work will have the riparian responsibility for keeping the bank cut back and in good order - and of removing the obstruction at c. **Clerk to establish who did the work on the bank - The Miles Estate of NSC.**

c. Detached gabion causing blockage in bed of brook. Reported to NSC.

024/24 COUNCILLORS REPORTS
Cllr Dickinson

- a. **The B3124:** The national speed limit sign on the Village Hall side of the road, leaving the the Village towards Clevedon has come off its pole. **Clerk will report to NSC.**
- b. **Speed Limit Repeater Signs:** An increasing number of these are are becoming too faded to see properly, both within the Parish and throughout the NSC district. NSC are suspected not to have the budget to replace all the faded signs. As visible repeater signs at specified distances within a speed zone are a legal requirement, does their non-visibility provide a legal defence for speeding drivers to avoid prosecution? If so, does this put a legal imperative on NSC to get such signs replaced as a matter of urgent priority? **Clerk will ask the questions of NSC.**
- c. **The Village Hall:** The AGM was held recently. Hall bookings have not recovered to pre-pandemic levels and the Committee plans a survey within the Parish to see if the lack of a car park is a significant reason. The need for a car park has always been a pressing issue (the need was minuted in this Council's minutes as far back as 1973), but with increasing traffic through the Village it is becoming an essential element in ensuring the longer term future of the Hall... and, indeed, of the Church. Whilst there are still regulatory hurdles to be overcome, progress is being made, albeit slowly.

025/24 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. **341** Association of Local Councils (ALCA) Annual subscription. **342** Zurich Insurance re annual premium.

The payments due were authorised and the cheques duly signed.

026/24 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 there 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.

The meeting closed a 8.25pm

