

## **Councillors are Summoned to Meeting in the Village Hall at 7pm on Monday February 10th 2025**

*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**  
Meeting minutes of January 13th to be agreed and signed.
- 4 PLANNING** *(The NSC website has full details. Applications notified on the meeting day will also be considered)*  
**New: 25/P/0187/LDP Old School House Skylights** *(for information)*. **25/P/0188/FUH Old School House Extension.**  
**Approved: 24/P/2484/MMA: Sea View Farm, Walton Bay:** reduction in size of extension.
- 5 PARISH MATTERS**
  - i. Street Light:** Pole in place; awaiting light fittings.
  - ii. Traffic Speed Issues:** Progress is being made on this complex issue, albeit slowly.
  - iii. Village Notice Board:**
    - Chemical cleaners will be used to clean the perspex surface.
    - Could the Church use the Parish notice boards in addition to their own at the Church?
  - iv. Parish Maintenance:** We have a local contact who may be prepared to carry out needed work on an ad hoc basis. We await progress.
  - v. Walton Brook retaining wall repair : Gabion in brook :** Despite causing flooding, these problems still await attention from NSC.
  - vi. Walton Bay Bus Stop erosion:** No feedback from NSC. **Cllr Cannell to discuss the possible taping off of the seat with the Social Club.**
  - vii. B3124 Speed Limit Signage From Clevedon:** Overgrowth to be cleared. **Cllr Flower.**
  - viii. 2026 Centenary Village Fete:** Possible Parish Council involvement/contribution to this particular - Centenary - event.
  - ix. NSC Waste Collection Plans:** Seminar update from Cllr Cannell.
- 6 GOVERNANCE**  
Review and Approval of Governance documents for the financial year 2025-26. These documents have been pre-circulated to Members for their scrutiny.
- 7 COUNCILLORS REPORTS**
- 8 FINANCE**
  - i. 2024-25 Accounts to date:** to be reviewed and noted against the bank statements.
  - ii. Payments to Authorise:** none
  - iii. 2025-26 Budget:** NSC notified of the precept request.
- 9 DATE OF NEXT MEETING:** Monday March 10th 2025 at 7pm in the Village Hall.

## Minutes of the Meeting Held on Monday 13th January 2025

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

**There was no meeting in December 2024**

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

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

**Public Attendance:** 1

**Off meeting discussion:** The possibility of the Church being able to put notices in the Parish Council notice boards (in addition to those in their own board) was raised. **Clerk was asked to put the matter on the February meeting agenda.**

### 001/25 APOLOGIES

Ward Cllr Ashton

### 002/25 DECLARATIONS OF INTEREST (Dispensations apply to Cllrs re the setting of the precept, and to Village Hall matters)

None

### 003/25 LAST MEETING MINUTES + MATTERS ARISING

Meeting minutes of the November 11th were agreed and signed.

### 004/25 PLANNING (The NSC website has full details. Applications notified on the meeting day will also be considered)

**New: 24/P/2484/MMA:** Sea View Farm, Walton Bay: reduction in size of extension at 23/P/0673/FUH. Considered by Members via email. No objections - comments passed to NSC planning. Ratified.

### 005/25 PARISH MATTERS

- i. **Street Light:** Pole in place; awaiting light fittings.
- ii. **Traffic Speed Issues:** Progress is being made on this complex issue, albeit slowly.
- iii. **Village Notice Board:** Chemical cleaners will be used to clean the perspex surface.
- iv. **Parish Maintenance:** Risk Assessments as required by our insurance company were reviewed, agreed and signed by the Chair and the Clerk. It was noted that these assessments will, as with all the Governance documents, be subject to ongoing and annual review to ensure their fitness for purpose. See Minute 006/35 below.
- v. **Walton Brook retaining wall repair : Gabion in brook :** Cllr Cannell reported Walton Brook as flooding from Myrtle Cottage and the open section in Walton Street. This flooding ran across the B3124 and down Moor Lane; reminiscent of the situation before the massive engineering works completed in 2010 that have, until now, resolved the flooding issue. As stated in previous minutes, NSC seem to be impervious to the results that their failure of basic maintenance are effecting. Cllr Ashton has been asked to put pressure on NSC Structures to get the gabion removed and the wall repaired: with the current crisis in communications at NSC this task may, or may not, prove effective.
- vi. **Walton Bay Bus Stop erosion:** No feedback from NSC yet re NSC or BT investigations. See comments at v. above. Cllr Wherrett is concerned that weather conditions may have

increased the danger at pavement level: particularly in respect of the people using the seat. Cllr Cannell undertook to discuss the possible taping off of the seat with the Social Club.

- vii. **B3124 Speed Limit Signage From Clevedon:** Overgrowth to be cleared. **Cllr Flower.**

**006/25 GOVERNANCE**

Approval and signature of Parish Maintenance and SID Operation Risk Assessments. These will future proof the Council in the context of our insurance company requirements per Minute 005/25iv above.

**007/25 COUNCILLORS REPORTS**

**Cllr Wherrett:**

- i. **Bus Issues:** there is no specific progress to report, but the bus pressure group at Walton Bay is working energetically across a range of financial opportunities to gain a bus service between Portishead and Clevedon that will include the Coast Road through Walton Bay and the Clevedon Road/Norton's Wood Lane route via Clapton-in-Gordano.
- ii. **Bus Stop at Walton Bay:** Comments re this topic have been posted at Minute 005/25vi above.

**Cllr Dickinson:**

**Village Hall:** 008/25 iii below explains the increase in hire charges. Cllr Dickinson was happy to report an increase in hirings. She also reported that the Hall Committee of Management are seeking new volunteers to join their Committee.

**Cllr Flower:**

**Potholes in Walton Street:** These continue to appear. They will be picked up by our NSC area officer when they reach the circumference and depth that NSC deem appropriate for their attention. Given the national pothole crisis, repairs are likely to slow in happening.

**008/25 FINANCE**

- i. **2024-25 Accounts to date:** were reviewed and noted against the bank statements.
- ii. **Payments to Authorise:** none
- iii. **Hall Hire:** to increase after very many years from £6 per hr to £8 per hr. Therefore annual payment for 1.5 hrs goes from  $9 \times 12 = £108$  per yr to  $12 \times 12 = £144$  per year as included in the draft budget. Noted.
- iv. **2025-26 Budget:**
- (a) The draft, which had been developed by Members since November, was reviewed in detail, finalised and the precept set.
- (b) Our bank plans to change the basis of its community banking offer. This will include the introduction of a monthly bank charge for account management of some £5 per month. This charge will come from the 'Other Costs' budget and will be isolated as a separate cost heading once the details are known and the change is made.
- (c) Cllr Cannell reported that since April the clerk has been unable to drive due to eye sight issues, and in the absence of affordable and reliable taxi services, he has had to rely on lifts to attend meetings. Cllr Cannell has been acting as 'taxi' for much of this period, at no cost to the Clerk or the Council. A long term solution would be to adopt the HMRC provision of .45p per mile for the 30 mile fetch and return trip (£13.50 per meeting) to ensure the Clerk's presence at meetings. If agreed, this charge would apply from April 1st 2025 within the 'Other Costs' budget head, and would be payable to any Member who provided the service (their may be occasions when the Clerk can enjoy the services of personal friends at no cost to the Council). The meeting unanimously agreed to this as an attachment to the Other Costs element of the 2025-26 budget.
- (d) The budget was agreed as attached. **Clerk to notify NSC of the precept request.**

**009/25 DATE OF NEXT MEETING:** Monday February 10th 2025 at 7pm in the Village Hall.

**The meeting closed at 8.25pm**

## WALTON-IN-GORDANO PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2024 - 31st March 2025 (Precept £7542.00)

DATE	BANK (run via deposit account)					GENERAL FUND EXPENSE ANALYSIS											OPERATING FUNDS				
	ITEM	CH	IN	OUT	BALANCE	Stmnt	NOTES	Clerk	Clk/Clr Exp	Hall Hire	Public Light	Ins/Subs Audit	Parish Maint	Other Costs	Web site	TOTALS	VAT	Election Pro	Capital Prov	General Fund	Total Op Funds
2024					15,165.05													2335.24	6400.00	6429.81	15165.05
-2025					500.00															500.00	500.00
Apr 1	Funds Bought Forward				20.30																0.00
	Less bal on Treasurer's a/c																				
	Less prior year WME for Jan 24																				
	OPERATING BAL B/F				14,665.05	Mar												2,335.24	6,400.00	5,929.81	14665.05
Apr 3	Vision ICT Bal of Web Set Up	839		918.00	13,747.05	Apr									918.00	918.00	153.00			918.00	
	Hall Hire - Year Apr 24-Mar 25	840		108.00	13,639.05	Apr			108.00							108.00				108.00	
	ALCA Sub 2024-25 lost in post	841		0.00	13,639.05											0.00				0.00	
	Clerks Pay & Expenses	SO		230.80	13,408.25	Apr		204.60	26.20							230.80				230.80	
	WME Public Light - Feb 24	DD		18.57	13,389.68	Apr					18.57					18.57	0.88			18.57	
	NSC 1st half precept	BACS	3771.00		17,160.68	Apr										0.00		500.00	3,271.00		
	Zurich Insurance	842		226.33	16,934.35	Apr						226.33				226.33				226.33	
	Interest Earned		15.23		16,949.58	Apr	Agrees									0.00				15.23	
May 13	Clerks Pay & Expenses	SO		230.80	16,718.78	May		204.60	26.20							230.80				230.80	
	March WME Taken July 2nd			0.00	16,718.78	-										0.00				0.00	
	P Smith re Internal Audit	843		50.00	16,668.78	May						50.00				50.00				50.00	
	Interest Earned		18.60		16,687.38	May	Agrees									0.00				18.60	
	ALCA Sub 2024-25 Ch 841 lost in post	844		84.92	16,602.46	Jun						84.92				84.92				84.92	
Jun 10	Clerks Pay & Expenses			230.80	16,371.66	Jun		204.60	26.20							230.80				230.80	
	Interest Earned		19.08		16,390.74	Jun										0.00				19.08	
	HMRC PAYE Apr/May/June	845		153.40	16,237.34	Jun	Agrees	153.40								153.40				153.40	
Jul 8	WME Public Light - Mar 24	DD		14.56	16,222.78	Jul					14.56					14.56	0.69			14.56	
	WME Public Light - Apr 24	DD		15.88	16,206.90	Jul					15.88					15.88	2.65			15.88	
	WME Public Light - May 24	DD		15.96	16,190.94	Jul					15.96					15.96	2.66			15.96	
	Clerks Pay & Expenses	SO		230.80	15,960.14	Jul		204.60	26.20							230.80				230.80	
	Interest Earned		16.90		15,977.04	Jul	Agrees									0.00				16.90	
	NSC re New Street Light	846		2458.65	13,518.39	Aug							2,458.65			2,458.65				2,458.65	
	NSC re New Street Light	-			13,518.39	Aug										0.00		2,400.00		2,400.00	
					13,518.39	Aug										0.00				0.00	
Aug 1	Clerks Pay & Expenses			230.80	13,287.59	Aug		204.60	26.20							230.80				230.80	
	WME Public Light - Jun 24			15.06	13,272.53	Aug					15.06					15.06				15.06	
	Interest Earned		15.12		13,287.65	Aug	Agrees									0.00				15.12	
					13,287.65	-										0.00				0.00	
Sept 9	ICO Annual Fee			35.00	13,252.65	Sep						35.00				35.00				35.00	
	Clerks Pay & Expenses			230.80	13,021.85	Sep		204.60	26.20							230.80				230.80	
	NSC 2nd half precept		3771.00		16,792.85	Sep										0.00		500.00	3,271.00		
	Interest Earned		11.73		16,804.58	Sep										0.00				11.73	
	WME Public Light - Jul 24			15.50	16,789.08	Sep	Agrees				15.50					15.50				15.50	
	HMRC PAYE Jul/Aug/Sep	DD		153.40	16,635.68	Oct		153.40								153.40				153.40	
					16,635.68	-										0.00				0.00	
Oct 14	Clerks Pay & Expenses			230.80	16,404.88	Oct		204.60	26.20							230.80				230.80	
	WME Public Light - Aug 24			15.58	16,389.30	Oct					15.58					15.58				15.58	
	Interest Earned		13.84		16,403.14	Oct	Agrees									0.00				13.84	
					16,403.14	-										0.00				0.00	
Nov 11	Clerks Pay & Expenses			230.80	16,172.34	Nov		204.60	26.20							230.80				230.80	
	WME Public Light - Sep 24			15.62	16,156.72	Nov					15.62					15.62				15.62	
	Interest Earned		14.92		16,171.64	Nov	Agrees									0.00				14.92	
					16,171.64	-										0.00				0.00	
Dec 9	Clerks Pay & Expenses			230.80	15,940.84	Dec		204.60	26.20							230.80				230.80	
	WME Public Light - Oct 24			16.36	15,924.48	Dec					16.36					16.36				16.36	
	Interest Earned		12.43		15,936.91	Dec	Agrees									0.00				12.43	
Jan 13	Clerks Pay & Expenses			230.80	15,706.11			204.60	26.20							230.80				230.80	

