

TICKENHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 11th December 2014 at 7.30 p.m.
at the Village Hall Committee Room

PRESENT: Cllr Bruce Ralfs in the chair, Cllrs John Banks, David Franks, Alan Hooley, Ann Loader, Mike Perrott. Pam Trenchard, Roger Triggol and Mike Woodey.
In attendance: Vena Prater (Clerk)

111/14 APOLOGIES for absence were received from Cllrs Matthew Bracey, Jane Brock,

112/14 MINUTES of the meeting held on 13th November 2014, copies of which had been circulated, were approved and signed as a correct record subject to the following:
Min. no. 103/14 (a) to readacknowledging ownership of the land and the path.
Min. no. 109/14 Cllr John Banks wished to record that he had stressed that if any improvements to the car park were to be made, it was essential that adequate work be carried out to alleviate the current drainage problem.
The minutes were amended accordingly.

113/14 MATTERS ARISING FROM THE MINUTES

(a) Telephone Kiosks

The Clerk would continue to seek a response from K2 Connect regarding maintenance.

(b) Defibrillator

The Clerk reported that the AED engineer would be in touch with Cllr Bracey regarding an LAN connection to the WiFi at Clifton Specialist Cars.

114/14 HIGHWAYS MATTERS

(a) Stone Edge Batch signage: Cllr David Franks understood that options were still being considered by the NSC Highways Engineer. The Clerk reported that Cllr Nigel Ashton was suggesting a reinforcing bollard to protect the wall and the occupants of the property and if that went ahead, directional signs could be included. It was noted that a small speed-activated sign had been attached to an existing post on the approach to the junction from Tickenham Hill.

(b) School parking: Following a complaint from a resident about the chains which the school placed outside to prevent parking in the lay-by, the Clerk had made enquiries about ownership of that land. NSC had confirmed that the lay-by was school property and not highway. It was hoped that the school would restrict putting up the chains to peak school times. Cllr Perrott said that ownership of the entire school land was complicated with various parts owned by different parties.

Cllr Pam Trenchard commented that parents were still parking inconsiderately at the entrance into Barrow Court.

(c) Path from 239 Clevedon Road towards the golf course: Cllr Perrott would be photographing the utilities covers in this area.

115/14 PLANNING MATTERS

(a) New Applications

14/P/2405/LUP: The Poplars, Old Lane: Certificate of Lawful Development re annexe to east side of dwelling. The Council made the following observations:

How does the proposal compare with the original consent and any conditions imposed at that time?

The proposed structure would double the size of buildings on the site: it was noted, however, that the proposal would not be visible from the highway;

It was considered that the proposal could constitute additional residential accommodation.

Overall the Council considered that the proposal represented a disproportionate increase in the development of the site.

14/P/2415/F: Lindum Lodge, Orchard Avenue: First floor side extension. No objections were raised.

14/P/2470/F: 107 Clevedon Road: Single storey rear extension, raised & covered decking area and extension to front of existing double garage. Provided that the window on the side elevation did not impinge on neighbours' rights, no objections were raised.

14/P/2538/F: 203 Clevedon Road: First floor rear extension. No objections were raised.

14/P/2582/F: Rowan Lodge, Tickenham Hill: Erection of summer house. No objections were raised.

(b) Up-Dates

13/P/2142/F: Little Duck Lodge, Church Lane: Side extension. Approved

Landside, Stone Edge Batch: The appeal had been dismissed by the Secretary of State and the occupant had been awarded twelve months in which to find alternative accommodation. Other conditions regarding the return of the site to its former state had also been imposed.

(c) Enforcement cases: The only change to the list of enforcement cases was the decision of the Secretary of State regarding 'Landside', as above.

Furze, Stone Edge Batch: Council was reminded that a condition of planning permission was that the original dwelling should be demolished within three months of occupation of the new dwelling. The Clerk was asked to follow up with the Enforcement Officer.

116/14 FINANCIAL MATTERS

(a) The following were approved for payment:

Clerk's salary November	£174.82
Clerk's expenses November	£9.70
HMRC November	£43.60
NSC (dog bin)	£9.60
SLCC subscription	£77.00
Somerset Playing Fields Association subscription	£15.00

(b) Model Financial Regulations

A suggested model prepared by Cllr David Franks had been circulated. After detailed consideration, amendments appropriate to this council were made and the document was approved and adopted as the Financial Regulations for Tickenham Parish Council. A copy of the approved document is attached to these minutes.

(c) VAT

Further to advice given at a NALC financial training day, the Clerk had spoken to the SLCC Regional Adviser concerning reclaiming VAT on invoices paid by the Council from funds contributed by the Field Committee. The advice received was that so long as the committee was clearly set up as a committee of the parish council, legally constituted under the council's powers and the council determined the committee membership, VAT could be claimed on the total purchase costs.

The Clerk had also consulted the HMRC website and ascertained that so long as conditions the same as those appertaining to the Field Committee could be applied to the Village Hall Management Committee, the Council could reclaim VAT on repairs and purchases for the Village Hall. The Clerk would look further into the establishment of the Hall Management Committee and report to the next meeting.

(d) National Salary Award

The Chairman reported that a national salary award for local authority staff had been agreed. After discussion and in view of the Clerk's increased workload it was agreed that her hourly rate of pay be increased to £10.261 and that her working hours be increased from five to six per week, both with effect from 1st January 2015.

117/14 VILLAGE FIELD

- (a) Signage: Cllr Alan Hooley had received advice from both NSC and the Somerset Playing Fields Association regarding appropriate wording for a sign for the children's play area. NSC had provided a copy of their signage and it was agreed that this wording should be used and that NSC be asked if they would be willing to be the telephone reference point. Cllr Hooley would follow up.
- (b) Maintenance: It was agreed that this matter be allowed to lie on the table.
- (c) Bookings: Cllr Hooley, Mr Paul Loader and the Clerk had met to consider how best to handle field bookings in the light of an expected increase in numbers. It was recommended that the Clerk would continue to receive bookings for a further year; she would liaise with the Hall booking clerk regarding shared facilities and where necessary Hall bookings would take priority, e.g. toilets and car parking; the Hall Committee would need to decide whether there would be a charge for, for example, use of the toilets. The Clerk would amend the booking terms and conditions and produce a Field booking form up-dated with appropriate questions regarding usage. The recommendation was approved.
- (d) Car Park: Arising from the above discussion, the Chairman reported that he had met with Mr Paul Loader and a representative from NSC to consider possible improvements to the Hall rear car park drainage. Mr Loader had emphasised that if improvements to the car park were carried out, the surface would be a natural permeable material. Currently consideration was being given to a series of herring-bone drains to soakaways in the field. The NSC representative had given advice and stressed that water must not be allowed to flow onto the highway. Although nothing adverse was anticipated, she also advised seeking advice from the Planning Department. Noted.
- (e) AGM: In answer to a question, Cllr Hooley said that for a variety of reasons it had not been possible to hold the AGM at the designated time but the meeting would be arranged as soon as possible.

118/14 JEAN BURROWS FUND

- (a) Seats at Barrow Court: Cllr Hooley reported that two seats would be ordered in the New Year and it was hoped they would be in place by the spring. It was agreed that a plaque be affixed to each with the following wording, "In memory of Jean Burrows who loved Tickenham". The Clerk would find out appropriate dates to be included.
- (b) Grant for Children's Play Equipment: The Clerk reported that the costs of the seat around the tree and the picnic tables had been included in the grant application for the play equipment. This meant that the outstanding grant of £872.44 could be applied to those purchases. Noted

119/14 CORRESPONDENCE

The following were noted:

School newsletters

Lidl UK – A number of residents had received a letter stating that Lidl UK had purchased the former petrol filling station and this together with changes in-store meant that their car parking provision would increase by 51 spaces and the store area would decrease by 114 sq m from that formerly proposed.

120/14 ANY OTHER BUSINESS

School Governors: Cllr Mike Perrott reported that when the school became part of the multi-academy trust the governing structure would change and he now felt it appropriate to stand down from the governing body.

Moor End Spout: The Clerk was asked to contact the Environment Agency regarding the subsidence of a river bank between Jacklands and Moor End Spout.

121/14 DATES OF MEETINGS

2015: 8th January (*budget*), 12th February, 12th March, 9th April (*Annual Parish Meeting and Jean Burrows decisions*), 14th May (*Annual Parish Council Meeting – election of officers*), 11th June, 9th July, [13th August], 10th September, 8th October, 12th November, 10th December.