

## TICKENHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 14<sup>th</sup> May 2015 at 7.30 p.m.  
at the Village Hall Committee Room

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PRESENT: Cllr Bruce Ralfs in the chair, Cllrs John Banks, David Franks, Alan Hooley, Ann Loader and Pam Trenchard.

In attendance: Vena Prater (Clerk)

### 43/15 APOLOGIES AND MEMBERSHIP

Apologies for absence were received from Cllrs Jane Brock, Ranjit Chuhan, Mike Perrott and Mike Woodey.

The Chairman welcomed councillors following the recent elections. Two former councillors (Roger Triggol and Matthew Bracey) had stood down and one new councillor (Ranjit Chuhan) had been elected, leaving one vacancy. The Clerk advised that the Council had 35 days in which to co-opt a new councillor, after which the vacancy would have to be advertised and if necessary an election held. After discussion it was agreed that the matter be considered again at the next meeting.

### 44/15 ELECTION OF OFFICERS AND REPRESENTATIVES

(a) Chairman: It was proposed by Cllr David Franks, seconded by Cllr Pam Trenchard and agreed that Cllr Bruce Ralfs be appointed chairman for the ensuing year. Cllr Ralfs took the chair.

(b) Vice Chairman: It was proposed by Cllr Bruce Ralfs and agreed that Cllr Mike Perrott be appointed vice-chairman for the ensuing year.

(c) Village Hall Management Committee: It was agreed that Cllr John Banks be appointed as the Council's representative for the ensuing year.

(d) Village Field Management Committee: It was agreed that Cllr Alan Hooley be appointed to represent the Council for the ensuing year.

(e) Association of Local Councils: Representatives would be appointed as and when required.

45/15 MINUTES of the meeting held on 9<sup>th</sup> April 2015, copies of which had been circulated, were approved and signed as a correct record.

### 46/15 MATTERS ARISING FROM THE MINUTES

#### Telephone Kiosks

One quotation had been received in the sum of £1,380 plus materials. It was agreed to defer a decision until the third quotation was received.

#### Village Hall: asbestos management plan

The Clerk had been informed that the Management Committee Chairman was not aware of a management plan. Based on the structure of the building and the known history Councillors believed that there was no asbestos in the hall: Cllr Banks stressed the importance of a survey – even if to show that there was no asbestos in the building. Cllr Banks would raise the issue with the Management Committee to ensure that legal requirements had been met.

### 47/15 HIGHWAYS AND FOOTPATHS

Baye Steep: The Clerk had received a request for a dog bin at Baye Steep but North Somerset Council were unable to make collections 'off the beaten track'. Cllr Hooley agreed to provide 'bin it signs'. The Clerk would include another note in the magazine reminding people that dog poo bags can be placed in any waste bin.

Parish Walks: Dates of parish walks were noted: Wednesday 20<sup>th</sup> May, Tuesday 16<sup>th</sup> June, Tuesday 14<sup>th</sup> July, Wednesday 19<sup>th</sup> August, Wednesday 9<sup>th</sup> September. Cllr Holley would

also lead a special torchlight walk on Saturday 17<sup>th</sup> October in aid of the church west window appeal. Cllr Hooley was warmly thanked for organising and leading the walks. The Clerk would prepare posters.

Golden Acres: There had been no response from the owner concerning the blocked footpath or the overhanging shrubs.

Incidents: There had been a motor cycle accident near Orchard Avenue resulting in personal injury.

A car had driven into the hedge near the golf course: the police had been called but the occupants had run off.

Cllr Loader had encountered schoolchildren burning their books near the Land Yeo below Stone Edge Batch.

It was noted that the former Roundtrees Garden Centre site was being used to burn tree cuttings, causing large amounts of smoke near the road.

Miscellaneous:

It appeared that an archaeological search was taking place on land in Church Lane prior to the work by National Grid.

Various traffic counters were in place, particularly Church Lane.

It was noted that NSC were unable to maintain old county boundary indicators or finger posts: any maintenance would have to be carried out by a volunteer.

#### 48/15 PLANNING MATTERS

##### (a) New Applications

15/P/0809/LUP: Lindum Lodge, Orchard Avenue: Certificate of Lawful Development: erection of two garages to west elevation with balcony above. No objections were raised.

15/P/0836/F: Willow Cottage, 11 Stone Edge Batch: Erection of two storey side extension. No objections were raised.

15/P/0960/F: 239 Clevedon Road: Erection of single storey rear extension and first floor extension over existing garage. This application replaced a previous similar application in 2014, for which approval had been given. No objections were raised.

##### (b) Up-Dates

No updates had been received.

##### (c) Correspondence from resident

Correspondence from a resident concerned about the possible development of brown field sites in the village was noted.

##### (d) Enforcement Cases

The Clerk reported on enforcement cases, notably compliance with conditions relating to the development at Furze, Stone Edge Batch (demolition of dwelling and external lighting.)

#### 49/15 FINANCIAL MATTERS

(a) The following were approved for payment:

Clerk's salary April	£213.55
Clerk's expenses April	£10.20
HMRC	£53.20
Local Councils Review	£17.00
Came & Co (Broker Network Ltd) – insurance	£373.82
North Somerset Council (dog bin)	£28.80

The new sports equipment (min. 53/15) and seats would be added to the insurance cover.

#### 50/15 AUDIT and ACCOUNTABILITY : TRANSPARENCY CODE

The Transparency Code for Smaller Authorities issued by the Department for Communities and Local Government had been previously circulated. Probably the most immediate of the regulations was the requirement to publish details of items of expenditure over £100, end of year accounts, annual governance statement, internal audit report, councillor

responsibilities, public land and building assets, minutes, agenda and meeting papers. The suggested and preferred method of publication was via a website. The Clerk had been in touch with the Council's website designer, Mark Crocker, who was now more readily available to assist with uploading and had offered training if required. The Clerk would continue to liaise with Mr Crocker.

#### 51/15 MANAGEMENT OF COUNCIL ASSETS

Following an initial discussion at the previous meeting, a paper prepared by Cllr David Franks concerning management of the car park had been circulated. It was suggested that responsibility for the management of the hall and ancillary buildings would remain with the Management Committee and that maintenance of the surrounding car park would be the responsibility of the Parish Council. It was noted that the cost of new external lighting was being met by the Hall Management Committee (with a contribution from Neighbourhood Watch) and would be maintained by them. This would exclude any cabling and standard lighting that might be provided at some future date.

After discussion it was agreed that the Parish Council accept responsibility for the management of the car parks at the Village Hall, subject to the agreement of the Village Hall Management Committee.

A second paper setting out proposals for the refurbishment of the car parks had been circulated. A copy of the paper is attached to the minute book. After discussion it was agreed (i) that the report be noted; (ii) that Paul Loader be appointed as designer and 'Principal Designer' for the purposes of the Construction (Design and Management) Regulations 2015 and that the report be referred to the Village Hall Management committee for information.

#### 52/15 JEAN BURROWS FUND

Gates to replace stiles: It was noted that there were many stiles on footpaths in the village and unless the permission of the various landowners could be obtained, replacement of stiles on an ad hoc basis would not achieve the desired result of accessibility. After discussion it was agreed that it would be sensible to concentrate on making one short walk accessible rather than replacing some stiles on a longer walk: Moor Lane towards the church was suggested. It was agreed to ask Cllr Mike Perrot to investigate the practicalities.

#### 53/15 VILLAGE FIELD

Cllr Alan Hooley reported that the circular seat was now complete, although at an extra cost of £100 from the grant balance. It was agreed that a waste bin be provided.

Cllr Hooley also reported that a very generous donation had been received from a resident to provide sports equipment in memory of her late husband. This would include goal posts, mini tennis net, wind break and mobile cricket cage. The equipment would be secured with flexible chains and locks. The Council acknowledged this generous donation with thanks and a letter would be sent to the donor on behalf of the Council.

With regard to fencing, it was now possible that fencing would be required on only the west, south and part of the east sides of the levelled area. A quotation of approximately £10,000 had been received.

#### 54/15 CORRESPONDENCE

School newsletters. Other information had been circulated by email.

#### 55/15 DATES OF MEETINGS

2015: 11<sup>th</sup> June, 9<sup>th</sup> July, [13<sup>th</sup> August], 10<sup>th</sup> September, 8<sup>th</sup> October, 12<sup>th</sup> November, 10<sup>th</sup> December.