

## TICKENHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 12<sup>th</sup> January 2017 at 6.30 p.m.  
in the Committee Room at the Village Hall

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### ACTION/BY

PRESENT: Cllr Bruce Ralfs in the chair, Cllrs John Banks, Jane Brock, Ranjit Chuhan, Alan Hooley, Pam Trenchard and Mike Woodey.

In attendance: Vena Prater (Clerk)

#### 01/17 APOLOGIES

Apologies for absence were received from Cllrs David Franks, Ann Loader and Mike Perrott

02/17 MINUTES of the meeting held on 8<sup>th</sup> December 2016, copies of which had been circulated, were approved and signed as a correct record.

#### 03/17 MATTERS ARISING FROM THE MINUTES

(i) Parish Recycling Scheme: On behalf of Cllr Loader, the Clerk presented a paper showing the requirements for each level and what the Council had achieved so far. One activity remained in order to achieve the Bronze Level: two representatives were required to accompany a North Somerset Council (NSC) Officer to look at residents' recycling and note any trends. Cllr Loader had indicated that she would be willing to do this and Cllr Chuhan volunteered to accompany her. Cllr Loader would follow up with NSC so that this Level could be completed as soon as possible.

AL/ASAP

Ten activities were required for the Silver Level of which two had been agreed and two were not yet available via NSC. The Council believed the remaining six were attainable and would be progressed as soon as possible.

AL/ASAP

The Gold Level was some way off but it was hoped to achieve this before the Scheme closed in July. It was not known whether the Scheme would be extended.

Arising from the discussion Cllr Brock said she believed that the money set aside for the Recycling Scheme could have been better spent in improving the normal waste services. She felt strongly that the service provided by NSC was sub-standard particularly with regard to the restrictions on vehicles using the recycling depots, making it impossible for those with larger vehicles and trailers to use the facilities. There was general agreement that the waste collection service could be improved: collection times were erratic, some items were dropped by the roadside and left, bins were left in the middle of gateways. It was **AGREED**

- that the Clerk would convey these concerns to NSC.

Clerk/20.01.17

(ii) Violets Booklet: The Clerk reported that all booklets had been distributed; she had orders for a further eight and more might be needed to send to libraries. After discussion it was **AGREED**

- that a note be included in the parish magazine requesting final orders and asking whether any books not needed might be returned. Depending on the result, it might be necessary to order a re-run.

Clerk/20.01.17

(iii) School: The Clerk had not received a response from the school regarding the omissions policy for 2017 and it was assumed that no changes were proposed.

Persistent absence from meetings: It was noted that if a member failed throughout six consecutive months to attend any meeting of the council or of its committees he/she ceased automatically to be a member of the council unless either he/she had a statutory excuse or failure to attend was due to a reason approved by the council. Attendance at a meeting of another body as a representative of the council counted towards attendance.

04/17

#### HIGHWAYS AND FOOTPATHS

(i) Dog Bin, Moor Lane: Cllr Hooley reported that a resident had provided a waste bin at Moor Lane. It was **AGREED**

- that a letter of thanks be sent.

Clerk/20.01.17

(ii) Incidents No incidents were reported..

(iii) Parking and Signage, Church Lane: Cllr Trenchard was concerned for the safety of pedestrians in the area around the church, particularly as some drivers had been seen to be disrespectful and abusive. After discussion it was **AGREED**

- that NSC be consulted regarding possible signage which might improve safety. Clerk/20.01.17

(iv) Stiles on footpaths along the river bank: Cllr Banks spoke about an insecure gate on a path south of Stone Edge Batch but it transpired that this was not on a public footpath. Arising from this, Cllr Brock said that NSC had intimated that they could provide volunteer labour to erect seven gates along the river bank from Moor Lane towards Clevedon. Four gates were already available and NSC would welcome a contribution of £300 from the Parish Council for the remaining three. It was **AGREED**

- that a contribution of £300 be approved and included in the 2017/18 budget. Clerk/20.01.17

(v) Sign, Cadbury Camp Lane West: The Clerk would arrange for a sign near the motorway bridge to be cleared of vegetation.

Clerk/20.01.17

(vi) Church Lane: Cllr Trenchard drew attention to the state of the road opposite the church where an un-made strip on the south side was used for parking. After discussion it was **AGREED**

- that the Clerk contact NSC to enquire whether anything could be done to improve the surface.

Clerk/20.01.17

(vii) Grass Verge near Garden Park: It was hoped that the verge that had been damaged by a parked lorry would recover in due course.

(viii) Footpath, Golden Acres Nursery: The Clerk would ask NSC whether the gate at the top of the footpath could be cleared of vegetation.

Clerk/20.01.17

(ix) Hill Lane/Cadbury Camp Lane: The Council noted with regret an incident which had occurred at Cadbury Camp Lane. In answer to a question the Clerk said that the new signage at the bottom of Hill Lane was to be installed at the end of January. She had also requested a sign stating No Access to Cadbury Camp Lane. It was noted that incorrect GPS information could be reported online.

[www.gps.gov](http://www.gps.gov)

(x) Parking near Barrow Court: It was noted that some residents had put portable barriers on that part of the highway used for parking.

05/17

#### PLANNING MATTERS

(i) New applications:

No new applications had been received.

(ii) Updates

16/P/2532/LDE: 147 Clevedon Road: Erection of boundary fence. Withdrawn.

(iii) Enforcement

57 Clevedon Road: Non-compliance with planning permission was being investigated.

(iv) Proposed developments in Nailsea

Cllr Trenchard spoke of her concern that the developments in Nailsea, if approved, would have a serious adverse effect on traffic movements over the Causeway, Washing Pound Lane and through Tickenham village. There appeared to be no traffic assessment by the developer despite the NSC Core Strategy stating the local infrastructure must be sufficient to accommodate the demands of any

development. Cllr Hooley believed that the Parish Council should press for the bypass from the Long Ashton bypass to the M5 J20 - a proposal which had been mooted many years ago but never been implemented. Cllr Brock commented that houses, which were urgently needed, would be built long before a bypass could be built. It was agreed that traffic would inevitably find its way through the village. After discussion it was **AGREED**

- that the Chairman contact the chairmen of neighbouring councils to discuss the possibility of a collective approach to NSC to lobby for a route from the Long Ashton bypass to the M5 J20 to be provided as a priority.

BR/20.01.17

06/17 FINANCIAL MATTERS

(i) Payments:

The following were approved for payment:

Clerk's salary December	£221.23
Clerk's expenses December	£10.75
HMRC December	£55.20
North Somerset Council (dog bin)	£28.80
AED Locator (defibrillator maintenance)	£315.00
Cllr Alan Hooley (reimbursement for signs for dog bin)	£14.93
North Somerset Council (replacement of stiles with gates)	£1,895.00
Ian Trenchard (car park and overgrowth by kissing gate)	£40.00

Clerk/16.01.17

(ii) Electronic invoices and payments

No guidance had been available from the bank regarding security for electronic payments but the Clerk had consulted a neighbouring council about acceptable procedures. After discussion it was proposed by the Chairman, seconded by Cllr Mike Woodey and **AGREED**

- that the introduction of electronic payments be approved;
- that each invoice be approved for payment by two authorised signatories;
- that a schedule of invoices be submitted to each meeting;
- that a copy of bank statements showing approved payments be available for inspection at each meeting.

Clerk/20.01.17

(ii) Draft Budget 2017-2018

The Clerk presented the draft budget, copies of which had been previously circulated, and took councillors through each item. It was noted that the balance of the Jean Burrows bequest had been transferred to the Parish Council account. From the Jean Burrows fund there were two outstanding grants: the balance of the car park grant (£3,294) and the balance of the grant to the Woodland Project (£450) Any further refund of VAT would be used towards the cost of replacing stiles with gates, as previously approved. It was **AGREED**

- that the budget be approved subject to the inclusion of £300 for gates, as agreed in minute no. 04/17(iv) above;
- that Cllr Hooley speak to Mr Adrian Brooks regarding use of the outstanding Woodland Project grant.

Clerk/14.01.17

AH/31.01.17

07/17 MAJOR EMERGENCY PLAN

Cllr Chuhan and the Clerk would be meeting the NSC Resilience Officer on 18<sup>th</sup> January to go through the proposed plan. Following that, more detail could be included and the working group finalise the plan for presentation to the Council.

08/17 VILLAGE HALL REPORT

The Management Committee would be meeting on 25<sup>th</sup> January 2017.

09/17 VILLAGE FIELD REPORT

Cllr Hooley read the content of a sign to be erected near the entrance to the sports area. With minor amendments, the wording was approved. Cllr Hooley reported that Mr Adrian Brooks had agreed to help with the provision of the frame for the

boules court and a contractor would be quoting for the small amount of levelling work required. Five people had expressed interest in walking football.

10/17 CORRESPONDENCE

Tickenham School newsletters  
Avon & Somerset Police & Crime Commissioner's newsletter  
Bristol Airport newsletter

11/17 ANY OTHER BUSINESS

(i) Future meetings

9<sup>th</sup> February: It was noted that Sarah Friend (Community Connect) would attend the February meeting to talk about her work.

13<sup>th</sup> April: The MEP would be launched at the Annual Parish Meeting. Following several requests it was also hoped to arrange some further defibrillator training. The Clerk had contacted the South West Ambulance service to see if they could attend.

(ii) Wi-Fi

Cllr Banks suggested that the availability of Wi-Fi at the Village Hall would be beneficial: it would enhance the facilities and might justify higher letting fees. It was **AGREED**

- to recommend the idea to the Hall Management Committee with the suggestion that user groups might be willing to help towards costs; PT/25.01.17
- that £250 be included in the 2017-2018 budget as a donation to the Hall Committee towards the first year's running costs. Clerk/20.01.17

12/17 DATES AND TIMES OF MEETINGS 2017

The second Thursday in the month at 6.30 p.m. as follows:

February 9; March 9; April 13 (Annual Parish Meeting); May 11 (Annual Meeting of the Parish Council); June 8; July 13; [August 10]; September 14; October 12; November 9; December 14