

TICKENHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 11th May 2017 at 6.30 p.m.
in the Village Hall Committee Room

ACTION/BY

PRESENT: Cllr Bruce Ralfs in the chair, Cllrs John Banks, Jane Brock, Ranjit Chuhan, David Franks, Alan Hooley, Ann Loader and Mike Woodey.
In attendance: Cllr David Robinson (Wraxall & Failand Parish Council) and Vena Prater (Clerk)

49/17 APOLOGIES

Apologies for absence were received from Cllrs Pam Trenchard and Mike Perrott.

50/17 ELECTION OF OFFICERS AND REPRESENTATIVES

The following appointments were made for the ensuing year:

- (i) Chairman: It was unanimously **AGREED**
 - that Cllr Bruce Ralfs be appointed as chairman. Cllr Ralfs took the chair.
- (ii) Vice Chairman: It was unanimously **AGREED**
 - that Cllr John Banks be appointed as vice-chairman.
- (iii) Village Hall Management Committee: Subject to her agreement, it was unanimously **AGREED**
 - that Cllr Pam Trenchard be appointed to represent the Council.
- (iv) Village Field Management Committee: It was unanimously **AGREED**
 - that Cllr Alan Hooley be appointed to represent the Council.
- (v) Avon Local Councils Association: Representatives would be appointed as required.

51/17 MINUTES of the meeting held on 13th April 2017, copies of which had been circulated, were approved and signed as a correct record subject to the correction of typographical errors in minutes nos. 41/17 (b) and 43/17 (c)

52/17 MATTERS ARISING FROM THE MINUTES

(a) Parish Recycling Scheme: No further contact had been received from North Somerset Council (NSC): Cllr Loader would make enquiries so that residents could be informed of the position.

AL/08.06.17

(b) Defibrillator Training: The Clerk reported that the training had been very successful despite a low attendance. It was noted that the existing pads were not suitable for children and the Council **AGREED**

- to purchase paediatric pads at a cost of approximately £125.00

It was also noted that the existing adult pads were life-limited until December 2017 when they should be replaced. The Clerk would enquire what the position would be on the use of the defibrillator should there be a power cut.

Clerk/13.05.17

(c) Annual Parish Meeting: It was recognised that the ordinary parish council meeting held immediately before the Annual Parish Meeting was often cut short so that the parish meeting could begin at the appointed time: this often curtailed discussion and led to items being deferred. After discussion and consideration of various options it was **AGREED**

- that in future the Annual Parish Meeting would be held at 6.30 p.m. with the ordinary Council meeting immediately following and every effort would be made to avoid other events and holiday times.

The Council also considered how to encourage better attendance but it was felt that a keynote speaker and/or refreshments would not necessarily attract a higher attendance and no action was recommended.

53/17 HIGHWAYS AND FOOTPATHS

(a) HIGHWAYS:

(i) B3130/Jacklands: This matter would be considered by Nailsea Town Council at their meeting on 17th May 2017.

(ii) Tickenham Hill: The Clerk had circulated correspondence from Mr David Bailey (NSC) concerning the options for reducing the speed limit on Tickenham Hill (B3128) He suggested that a 50mph limit might be possible from West Hill in Wraxall, extending down to Stone Edge Batch and eastwards to pick up the 30mph limit just over the Tickenham/Nailsea border. Any lower limit, if approved, would require traffic calming measures.

The meeting was suspended to allow Cllr David Robinson to speak and reconvened thereafter.

After discussion it was **AGREED**

- to set up a working group to look at options and produce a paper for consideration prior to meeting with neighbouring councils. The working group would comprise Cllrs Ann Loader, Mike Woodey, Bruce Ralfs, David Franks and John Banks (convenor)

JB/asap

As Nailsea Town Council had already been consulted about the Jacklands area, the Clerk would notify them of the new situation.

Clerk/13.05.17

(iii) Signage: Cllr Hooley offered to cut back vegetation blocking a sign opposite the Village Hall.

AH

(iv) Bus Stop relocation, Washing Pound Lane: The Clerk would enquire why the works had stopped.

Clerk/13.05.17

(b) FOOTPATHS:

(v) Bridge at Rear of 240 Clevedon Road: The lower rail had been repaired but the upper rail was also broken and would be replaced.

The slippery bridge at this location could be treated by NSC with non-slip strips at a cost of £150. It was **AGREED**

- that a contribution of £50 be offered towards costs.

Clerk/13.05.17

(c) SCHEDULE OF ACTIONS

The Clerk had circulated a schedule showing work requested, completed or outstanding. It was **AGREED**

- that the schedule be circulated each month for information

Clerk/13.05.17

(d) INCIDENTS: A vehicle had lost control by the speed camera: no known injuries.

A car and cyclist had collided on the B3130 causing damage to power lines: believed to have resulted in injury and closing the B3130 for several hours..

A car had driven into a wall at Stone Edge Barn – the third incident since the new signage had been in place: no known injury.

54/17 PLANNING MATTERS

(a) NEW APPLICATIONS:

No new applications had been received.

(b) UP-DATES:

17/P/0096/F: Jacklands Fishing Lakes: Replacement of mobile home and prep/café area with log cabin dwelling and new prep/café/farm shop. Approved by NSC.

17/P/0241/F: 201 Clevedon Road: Front extension and garage to the west side. Approved by NSC.

Fence at 147 Clevedon Road: NSC had responded saying that the fence did require planning permission but the owners declined to submit an application. Government advice was that enforcement action should not be taken to regularise

breaches of planning control: the test applied was would planning permission have been granted if an application had been submitted? After site visits, including assessment of visibility from No. 149, it had been concluded that the impact on visibility had not been affected by the new fence. Overall it was considered that any harm caused was insufficient to warrant enforcement action.

(c) PLANNING AND TRANSPORT ISSUES

It was noted that the meeting planned for 25th April 2017 had been postponed due to the General Election purdah regulations. The Clerk would arrange another date following the end of the regulations.

Clerk/asap

55/17 FINANCIAL MATTERS

(a) Payments: The following were approved:

Clerk's salary April	£223.37
Clerk's expenses April	£9.32
HMRC April	£55.80
North Somerset Council (dog bin collection)	£14.40
Adrian Brooks (part grant)	£124.90
Woodspring Resource Centre (booklets)	£65.00
Came & Co (insurance premium)	£440.03
Mark Stevens (defibrillator training)	£50.00
S E Harris (tree works)	£540.00

(b) Insurance Cover: In response to a question raised, the Clerk was asked to liaise with the Village Hall treasurer to see if joint insurance (hall/parish council) were practicable and financially beneficial to all parties

Clerk/13.05.17

Cllr Hooley would check whether organised games (e.g. the new weekly rounders games) were covered by the existing policy.

AH/asap

The Clerk would check whether any adjustment needed to be made now that the Council had taken over responsibility for the car park.

Clerk/13.05.17

(c) External Audit:

(i) Governance Statement: The Clerk had previously circulated a Governance and Accountability Statement required for the external audit. The Council considered each statement and confirmed that it had met all the requirements.

(ii) Reserves: The Council considered its level of reserves and determined that they were adequate but not excessive. Reserves totalled £22,400.46 earmarked as follows:

Car park refurbishment	£4,000	(part already approved)
Grants (church/woodland project)	£3,450	(already approved)
Contingency for field	£5,000	
Contingency for hall	£5,000	
Legal fees	£2,000	
General reserve	£2,950.46	

(iii) Risk Assessment: The Clerk had previously circulated a Financial and General Risk Assessment for consideration. It was **AGREED**

- that item 5 of the financial element be amended to read 'Ensuring proper expenditure as authorised in the Financial Regulations'

Clerk/13.05.17

56/17 COMMUNITY RESILIENCE PLAN

Cllr John Banks reported, saying that it was important that as many as possible of Council members were involved. Volunteers were being recruited so that there were sufficient to implement the plan when required. Communication with residents was vital and it was hoped to circulate a form requesting contact details for every household: this would be stored under the Data Protection Act. It is intended to set up SMS Gateway, for use during emergencies - an electronic method of sending messages to both mobile and landline telephones.

Cllr Banks was thanked for his report and agreed to circulate the draft residents' form for comment.

JB/asap

It was **AGREED**

- that expenditure of approximately £150 be approved towards communication costs.

57/17 VILLAGE HALL REPORT

In the absence of Cllr Trenchard the Clerk reported that due to concerns about mis-use and costs the Hall Committee had not supported the provision of WiFi. It was noted that the use of "tethered" Smart phones would supply WiFi to lap top computers during the use of the Village Hall as an Operations Centre.

58/17 VILLAGE FIELD REPORT

(a) General: Cllr Hooley reported that work for the boules pitches was progressing despite problems with levels. Weekly rounders had started. Cllr Hooley had attended a meeting organised by Avon Local Councils Association: he was now authorised to inspect children's play areas.

(b) Toddler equipment

The Field Committee had been surprised and disappointed that the Council had chosen not to contribute towards equipment for toddlers. Cllr Hooley said that there were a number of children for whom the present equipment was not suitable, particularly siblings of children attending the school. After further consideration it was **AGREED**

- to contribute £900 towards the cost of a suitable toddler swing.

58/17 CORRESPONDENCE

The following was noted:

Tickenham School: newsletters

59/17 DATES AND TIMES OF MEETINGS 2017

The second Thursday in the month at 6.30 p.m. as follows: June 8; July 13; [August 10]; September 14; October 12; November 9; December 14.

The meeting on 8th June will take place in the Hall as the Committee Room will be in use.