

TICKENHAM PARISH COUNCIL

Minutes of the meeting held on Thursday 8th June 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, Ann Loader, Pam Trenchard and Mike Woodey.
In attendance: Vena Prater (Clerk)

John Rose (Tickenham Neighbourhood Watch) and Nick Gough (representing various community groups in Portishead) had been unable to attend the meeting due to illness and had asked if they might attend the July meeting: Agreed:

60/17 **APOLOGIES**

Apologies for absence were received from Cllrs Alan Hooley and Mike Perrott.

61/17 **MINUTES** of the meeting held on 11th May 2017, copies of which had been circulated, were approved and signed as a correct record.

62/17 **MATTERS ARISING FROM THE MINUTES**

(a) **Toddler Equipment:** Cllr Trenchard expressed surprise that the Council had approved a contribution of £900 towards play equipment for toddlers when there were so few very young children in Tickenham. The Chairman said that at the last meeting more information about the proposal had been available and it had been reported that there were approximately 18 toddlers in the village. Based on this information the Council had approved the funding.

(b) **Parish Recycling Scheme:** To date Cllr Loader had received no response from North Somerset Council (NSC) concerning completion of the first stage of the Scheme. The Council had completed all but the inspection of waste, which could not be done without NSC's input. Cllr Loader would follow up.

AL/20.06.17

(c) **Defibrillator Training:** The Clerk reported that in the event of a power cut, the defibrillator would continue to operate on its back-up battery for 8 hours after which time the defibrillator would be disconnected from the South West Ambulance Service.

(d) **Annual Parish Meeting:** The Clerk had investigated possibilities: Easter fell earlier in 2018, meaning that the normal meeting date of 12th April would be possible. However the Hall was not available on 12th or 19th April. The Officers proposed that the meeting be held at Tickenham School, with the possibility of a guided tour for those attending. A reply from the school was awaited.

63/17 **HIGHWAYS AND FOOTPATHS**

(a) **HIGHWAYS:**

(i) **Tickenham Hill/B3130/Jacklands - Speed Working Group:** Notes of the meeting with David Bailey (NSC Highways Engineer) had been circulated together with an annotated map showing the proposals. Cllr Banks said it was hoped to share the costs between Tickenham Parish Council, Wraxall & Failand Parish Council and Nailsea Town Council but inevitably the largest proportion would fall to Tickenham for the scheme requirements in the Tickenham area. David Bailey had estimated that the scheme would cost in the region of £20,000: he had explained that each road sign would cost £250; vehicle activated signs £5,000 each, traffic Order £3,000.

The first step would be to carry out traffic surveys – two on Tickenham Hill and two on the B3130 at a total cost of £640. When the results were known David Bailey would draw up a preliminary report on what might be possible.

Cllr Franks said he would prefer a 30mph limit from Stone Edge Batch to join the 30mph limit in Nailsea and asked that the annotated map be amended accordingly. The Council agreed that although this was the preferred option, the results of the traffic surveys may not support a 30 mph limit. The Council would urge NSC to consider a 30 mph limit on this section of the B3130.

It was **AGREED**

- that expenditure of £640 for four traffic surveys be approved. Clerk/08.06.17

(ii) Signage: Cllr Hooley had cut back vegetation blocking a sign opposite the Village Hall. The Clerk had reported a further overgrown sign near 220 Clevedon Road to NSC.

(iii) Bus Stop relocation, Washing Pound Lane: Relocation of the bus stop had been completed. The Clerk had reported the missing “Church” sign.

(iv) Water Leaks: Three leaks were reported near Mill Lane. Clerk/09.06.17

(v) Overgrown pavement: Cllr Trenchard reported that a grass bank at 64 Clevedon Road was encroaching onto the pavement, making it very narrow. Clerk/09.06.17

(vi) Hill Lane: It was noted that a sign indicating that the road would be closed had appeared at the bottom of Hill Lane. The Clerk would make enquiries of NSC. Clerk/09.06.17

(b) **FOOTPATHS:**

Bridge at Rear of 240 Clevedon Road: The contribution of £50 offered by the Council had been accepted and non-slip strips would be installed as soon as possible.

(c) **INCIDENTS:** No incidents were reported.

64/17

PLANNING MATTERS

(a) **NEW APPLICATIONS**

17/1257P/F: Wood Smoke, Cadbury Camp Lane: Single storey extension and refurbishments. No objections were raised. Clerk/12.06.17

(b) **UP-DATES:**

Fence at 147 Clevedon Road: Ward councillor Nigel Ashton had taken up this matter with the residents who had agreed to paint the fence. The Parish Council welcomed the gesture but were disappointed that nothing more was being done to improve visibility for the neighbour.

16/P/2767/F: Birchwood, Cadbury Camp Lane: Erection of detached garage. Approved by NSC.

16/P/2769/F: Tree House, Tickenham Hill: Two storey side extension. Application withdrawn.

Golden Acres, Clevedon Road: The Clerk had circulated correspondence between a developer and Cllr Nigel Ashton in which the developer proposed to submit a planning application for two storey dwellings which they perceived to be a better option than the chalet bungalows already approved.

The Clerk was asked to respond reinforcing the Council’s views previously expressed, i.e. that two storey houses were inappropriate for this site. Clerk would request that, as normal procedure, the Parish Council was consulted on any new application. Clerk/09.06.17

(c) **ENFORCEMENT**

Land at Stone Edge Bath: The outcome of the judicial review was awaited.

3 Jacklands Cottages: An enforcement Order had been issued.

Luggards Cross Farm: Residential caravans sited on land were being investigated.

65/17

PLANNING AND INFRASTRUCTURE ISSUES

It was noted that the meeting with neighbouring councils and NSC officers would take place on 3rd July 2017 from 12.00 – 2.00 p.m. at the Town Hall, Weston super Mare.

66/17

FINANCIAL MATTERS

(a) **Payments:** The following were approved:

Clerk's salary May	£223.37
Clerk's expenses May	£9.32
HMRC May	£55.80
North Somerset Council (dog bin collection)	£14.40
North Somerset Council (footpath gates)	£600.00
AED Locator (paediatric pads)	£146.88
Jim Sykes (internal audit)	£50.00
Avon Local Councils Association (playground course)	£30.00
Somerset Playing Fields Association	£15.00
Adroit Printers (Emergency Plan leaflets)	£36.00
Ian Trenchard (car park maintenance)	£80.00

(b) **Annual Accounts for the year ended 31st March 2017**

The Annual Accounts had been previously circulated and the Chairman and Vice-Chairman had inspected the supporting documents. It was **AGREED** - that the Annual Accounts as presented be approved.

(c) **Internal and External Audit**

The Annual Accounts and Annual Return had been inspected by the internal auditor and the Annual Return documents had been completed. A copy of the Annual Return Accounting Statement had been circulated. The Chairman was authorised to sign the Annual Return for submission to the external auditor. BR/Clerk/08.06.17

(d) **Funding for Tickenham Hill/B3130/Jacklands Speed Project**

Following earlier discussion, the question of funding the speed limit project was raised. It was noted that if all the funding could be provided (currently estimated at approximately £20,000) it was almost certain that the scheme could be included in the NSC 2018/19 programme of works. Although it was hoped that the three parishes involved would contribute to the costs, Tickenham Parish Council would need to find the largest proportion. Discussion ensued and it was suggested that when the results of the traffic survey were known discussions should be held with Cllr Nigel Ashton and the three councils involved should collectively lobby NSC for financial input.

Cllr Woodey suggested that NSC might raise funds by re-introducing speed cameras, as some other local authorities had already done.

(e) **Tickenham Church Grant**

The Clerk reported that the Parochial Church Council (PCC) had agreed to proceed with works to the west window and door arch and to defer the works to the tower and pinnacles to a later date. The PCC had sufficient money to fund the window and door arch works and the remainder would be ring-fenced for the tower works. It was hoped that those who had given donations (including the Parish Council) would be content with this decision. After a full discussion it was **AGREED**

- that the grant of £7,000 from the Jean Burrows Fund. which had already been paid, be confirmed;
- that the grant of £3,000 from Parish Council funds be ring-fenced until such time as it was required by the PCC for work to the tower.

67/17

INSURANCE

(a) **Combined Cover – Parish Council/Village Hall**

The Clerk had discussed the possibility of combined insurance cover with the Village Hall treasurer, David Ellison, who would look into options when the Hall insurance was due for renewal in the autumn.

(b) **Organised games on the Field**

Following the introduction of weekly rounders games on the Field the question of liability and insurance cover had been raised. As the games were organised independently of the Parish Council, the Council's insurance would not cover the activities. The Clerk had consulted the Council's insurance agents who advised that the preferred option would be for the organiser to take out public liability insurance. They advised that a 'disclaimer' would not necessarily hold up in court and the organiser might be found to be legally liable for any incidents that occurred as a result of the activities. After a lengthy discussion it was **AGREED**

- that the Clerk would write to the organiser pointing out that, whilst not in any way wishing to discourage organised and regular games, such activities were not covered by the Parish Council's insurance;
- organisers of any such activities on the Field should be encouraged to take out their own insurance cover.

Clerk/12.06.17

(c) **Car Park**

The Clerk confirmed that the Council's public liability insurance covered the car park and the insurance agents had advised that no further cover was necessary.

68/17 **MAJOR EMERGENCY PLAN**

Cllr John Banks reported that questionnaires had been sent to every household and were slowly being returned. Data collected would be stored in accordance with Data Protection regulations and used only by team leaders and members as necessary for the operation of the Plan. More work would be undertaken on communication, both through the village website and SMS Gateway.

JB/asap

Cllr Woodey had attended the Rest Centre and Welfare workshop: he stressed the importance of being well prepared, with plans of the buildings to be used and an appropriate number of team volunteers to cover all the tasks.

69/17 **VILLAGE HALL REPORT**

Cllr Trenchard confirmed that the Hall Management Committee had declined to provide Wi-Fi. Cllr Banks commented that so far as the Emergency Plan was concerned, this was not so important if SMS Gateway via the 4G signal could be used. The Bookings Secretary had reported a 5% increase in lettings over last year. The importance of liaison between Brown Rock Farm and the Hall was stressed following problems with car parking due to a clash of activities.

70/17 **VILLAGE FIELD REPORT**

It was understood that there had been difficulties with levels for the boules courts but they were expected to be ready for use shortly. .

The profusion of ticks in the countryside was mentioned and the Clerk was asked to include an appropriate item in the parish magazine.

Clerk/20.06.17

71/17 **CAR PARK**

(a) **Maintenance**

The Clerk reported that an estimate for weed killing in the car park had been accepted in the sum of £40.

(b) **Refurbishment**

The resurfacing work to the west side of the Hall would take place during the school summer holidays. The Clerk confirmed that the documentation required under Construction (Design and Management) Regulations 2015 was being prepared by Mr Paul Loader who had previously been appointed as Principal Designer for these works.

72/17 **CORRESPONDENCE**

The following were noted:
Tickenham School: newsletters

73/17 **ANY OTHER BUSINESS**

(a) **Merchant Navy Day**

The Chairman said that he wished to fly the Red Ensign flag on Merchant Navy Day, 3rd September 2017, using the Parish Council's flag pole at the Village Hall. The flag would be purchased at the Chairman's own expense. He hoped that some of the school children might be involved in raising the flag. Approved.

(b) **Licensing**

It was noted that an alcohol licence had been granted to the Carriages café at Garden Park but the Council had not been notified of an application.

74/17 **DATES AND TIMES OF MEETINGS 2017**

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