

## **TICKENHAM PARISH COUNCIL**

Minutes of the meeting held on Thursday 13<sup>th</sup> September 2018 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, Ranjit Chuhan, David Franks, Ann Loader and Pam Trenchard. One member of the public.  
In attendance: Vena Prater (Clerk)

94/18 **APOLOGIES FOR ABSENCE**

All councillors were present.

95/18 **MINUTES** of the meeting held on 12<sup>th</sup> July 2018, copies of which had been circulated, were approved and signed as a correct record

96/18 **MEMBERSHIP**

The Clerk reported that Mrs Rachel Maby had accepted the Council's invitation to become a cop-opted member. She would complete the necessary formalities at the meeting on 11<sup>th</sup> October. Interest had been expressed from another member of the public, who was attending this meeting as an observer.

97/18 **MATTERS ARISING FROM THE MINUTES** (as itemised on the agenda)

(i) **BUS SERVICES**

No further report was available.

(ii) **SPEEDWATCH**

Cllr Trenchard reported that one other person had joined the volunteers. The new camera and hi-viz jackets had been received.

(iii) **SUPERFAST BROADBAND:** The Clerk reported that Cllr Nigel Ashton would be attending the meeting of the Connecting Devon and Somerset Board on 11<sup>th</sup> October and report back to the Parish Council in due course.

98/18 **HIGHWAYS AND FOOTPATHS**

(a) **HIGHWAYS:**

(i) **Stone Edge Batch Junction and Road Surface:** The Clerk had circulated a notice indicating that the works had been delayed. A new start date was awaited.

(ii) **Tickenham Hill:** The Clerk was asked to report to North Somerset Council (NSC) that signage was obscured by overhanging brambles which also obstructed the view for people wanting to cross the road. Clerk/25.09..18

(iii) **Incidents:** No incidents were reported.

(iv) **Pavements:** The Clerk was asked to place a note in the parish magazine reminding residents to cut back any shrubs overhanging pavements. Clerk/20.09.18

(b) **FOOTPATHS**

Cllr Mike Perrott reported as follows:

(i) **Stiles:** It was noted that several stiles along the river bank at the east end of the village required attention: the Clerk would follow up with NSC. Clerk/25.09.18

(ii) **Locked gate:** The issue of a locked gate had been resolved.

(iii) **Barrow Court:** No further evidence of the footpath being used by cyclists had been seen.

(iv) **Footpath from Moor Lane towards Clevedon:** It had been noticed that new gates had appeared, apparently provided by the Woodspring Ramblers. The Clerk was asked to contact NSC as no prior notice of the work had been received. Clerk/25.09.18

99/18 **LOCAL PLAN 2036**

Following discussions with NSC officers, the Council considered how it might respond to the Local Plan 2036 which included the possibility of releasing some Green Belt land to enable appropriate small scale development if villages so wished.

After discussions it was AGREED

- that an article be included in the October issue of the parish magazine and on the Council website inviting views from parishioners, the closing date to be Monday 15<sup>th</sup> October 2018;
- that a special meeting be held on Wednesday 24<sup>th</sup> October 2018 at 2.30 p.m. in the Village Hall Committee Room to consider the villagers' views and draft a response to NSC.

100/18 **PLANNING MATTERS**

(a) **NEW APPLICATIONS:**

Clerk/20.07.18

18/P/3673/TPO: Lime Ridge, Cadbury Camp Lane: Tree works - no objections had been raised by email consultation.

18/P/3870/FUH: 31 Clevedon Road: Replace existing swimming pool cabin with single storey residential annexe. After careful consideration the Council agreed to object to the proposal on the grounds of its being back land development within the Green Belt. There voted three in favour of the proposal and four against.

18/P/4074/FUH: Knightswood, Tickenham Hill: Loft conversion, rear extension, construction of larger garage. No objections were raised.

(b) **UP-DATES** on decisions

The schedule of up-dates previously circulated by the Clerk was noted. The Council's comment on the height of the new boundary wall at The Tree House, Tickenham Hill, had been noted by the planning officer. As this was not part of the current application it had not been considered in the decision process. If the wall were higher than 1M and adjacent to the highway planning permission would be required and if not sought enforcement action could be taken.

101/18 **FINANCIAL MATTERS**

Clerk/25.09.18

(a) **PAYMENTS:** The following were approved for payment

Clerk's salary July	£227.78
HMRC July	£57.00
Clerk's expenses July	£9.40
Clerk's Salary August	£227.98
HMRC August	£56.80
Clerk's expenses August (incl. flags for school)	£33.75
North Somerset Council (dog bin)	£28.80
S E Harris (tree works)	£360.00
Campaign to Protect of Rural England (subscription)	
£36.00	
Southern Electricity (telephone box)	£20.00
Tickenham PCC (churchyard maintenance)	£600.00
Tickenham PCC (contribution towards magazine)	£200.00
Playdale (final instalment for swing + matting)	£1,099.12
Play UK (safety matting for swing)	£288.00
Green Thumb (second treatment to games area)	£130.00
J W Triggon & Sons (hedge cutting)	£60.00
Ian Trenchard (field work)	£110.00
Ian Trenchard (clearing overgrowth on pavements)	£200.00

(b) **EXTERNAL AUDIT**

The Clerk reported that the external auditors (PKF Littlejohn) had queried the Council's decision in favour of an external audit, which would cost £240 of the Council's limited income. It appeared that there was no other level of review available from the external auditors. Therefore the Clerk suggested that an

external inspection could be carried out by a firm of local chartered accountants who would inspect all documentation similar to that required for the full external audit. Together with the existing internal inspection this would achieve the transparency that the Council required. The Clerk had located a company (David Seabright & Co) who were experienced in local council work and who would carry out the inspection at a cost of £100 plus VAT.

It was AGREED –

Clerk/25.09.18

- that the Council should certify itself as exempt from a limited assurance review;
- that the Clerk be instructed to accept the quotation of £100 plus VAT from David Seabright & Co to carry out an annual inspection of the Council's accounts.

102/18 **VILLAGE HALL**

There had been no meeting of the Hall Committee since the last Council meeting.

103/18 **VILLAGE FIELD**

(a) Report:

It was noted that many compliments on the maintenance of the Field had been received following both the Field Day and the Flower Show.

The Clerk reported that the Field Committee had agreed with the Council that car boot sales should not be permitted on the field and the Village Market co-ordinator had been informed accordingly.

The arboriculturalist had reported dead wood in the sweet chestnut, oak and ash trees at the top of the field. The Clerk would arrange for S E Harris to carry out necessary works.

Clerk/25.09.18

A donation towards the cost of the safety matting for the new swing had been received from the Field Committee.

(b) The terms and conditions for booking the Field had been previously circulated. With two amendments the conditions were approved. A copy is attached to the minutes.

Clerk/25.09.18

104/18 **CAR PARK**

Following a site meeting with Capstan Contractors a quotation had been received for providing three gates to screen the areas around the sheds, minor treatment to the car park surface and weed killing, in the sum of £1,725.00 plus VAT. After discussion it was AGREED

- that the quotation be accepted.

Clerk/25.09.18

105/18 **WW1 ARMISTICE COMMEMORATION**

Cllr Franks and the Clerk had met with church representatives to draw up a form of service for the Remembrance Service on 11<sup>th</sup> November.

106/18 **GARDENS OPEN DAY**

Cllr Banks reported on a very encouraging meeting with residents interested in holding a Tickenham Gardens Open day in 2019. A budget had been drawn up including the following: Minibus £150; Booklets £100; Signage £100; Advertising £50; Stationery/meeting costs £50; Contingency sum £50. Total £500. It was hoped that some expenses would be offset by income and that it would be possible to make a donation to a chosen charity.

The Council AGREED

- to make an initial grant of £250 and that a further £250 be available if required.

107/18 **TOUR OF BRITAIN, 4<sup>TH</sup> SEPTEMBER 2018**

The Tour of Britain passing through the village had been a great success and the provision of barriers and flags for the schoolchildren had been much appreciated.

108/018 **CORRESPONDENCE**

Tickenham School newsletters.

Avon & Somerset Police newsletter

Countryside Voice

National Grid – It was agreed that the offer from National Grid to attend the next meeting of the Council to provide an up-date on progress be accepted.

Clerk/25.09.18

109/18 **DATES AND TIMES OF MEETINGS 2018**

Thursdays at 6.30 p.m. as follows: 11<sup>th</sup> October, 8th November, 13<sup>th</sup> December.

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