

BLEADON PARISH COUNCIL

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Parish Clerk:
Bruce Poole
Cert HE Local Policy



Prior to the meeting commencing Mr A Mackenzie addressed the Parish Council in respect to Planning Application **07/0765** which was the demolition of existing buildings and erection of 22 No industrial units at Purn Farm Industrial Estate Accommodation Road Bleadon. The Councillors asked a number of questions.

Minutes of the Annual Meeting of Bleadon Parish Council that was held in the **Coronation Hall Coronation Road Bleadon** on **Monday 14th May 2007** that commenced at **7.30 pm** when the following business was transacted.

PRESENT Mrs P J Skelley (Chairman) together with Mesdames P Robinson and M E Sheppard Messrs J Harvey-Bennett R House C Morris M Perry K Pyke together with the clerk Mr B Poole.

In addition there were five members of the public present together with District Councillor Ian Peddlesden and Parish Council Liaison Officer Mrs Clare Issacs

The Chairman then read the following statement:-

“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race gender age sexual orientation marital status and any disability) Crime & Disorder Health & Safety and Human Rights”

193.1 To elect a Chairman

There being only one nomination Councillor Mrs Penny Skelley was duly proposed and elected unanimously as chairman

193.2 To receive a Statutory Declaration of Office

The Statutory Declaration was made and duly signed

193.3 To receive Statutory Declarations of Office from the newly elected Councillors

The Statutory Declaration was made by all Councillors other than Councillor Ray Hicks and duly signed.

Resolved that Councillor Ray Hicks be allowed to make the Statutory Declaration at the next Parish Council Meeting

193.4 To receive any apologies for non attendance

Councillor Ray Hicks - illness

193.5 To receive entries to the Members Register of Interests

Members were advised that a blank copy of the register entry had been included in the New Councillor Pack for their completion. They were also reminded that it should be completed and returned to the clerk no later than the date of the next Parish Council Meeting on the 11th June.

193.6**To receive any declarations of interest**

Ref	Councillor	Type	Relationship
193.24.2	Mrs M Sheppard	Personal	Known to the applicant (07/0853)
193.26.1	C Morris	Personal	Council Representative Coronation Hall
193.26.1	K Pyke	Personal	Council Representative Coronation Hall
193.26.2	K Pyke	Personal	Council Representative Youth Club

193.7**To elect a Vice Chairman**

There being only one nomination Councillor Mrs Penny Robinson was duly proposed and unanimously elected as Vice Chairman

193.8**To Elect the following Committees****(a) Planning**

Chairman – Councillor Mrs M Sheppard
 Vice Chairman – Councillor Mr M Perry
 Supported by all of the Parish Council

(b) Open Spaces

Chairman – Councillor Mrs P Robinson
 Playground Councillor Mr K Pyke

(c) Footpaths and Bridleways...

Brief Holder – Councillor Mr R House

(d) Finance & Personnel

Chairman – Councillor Mrs P Skelley
 supported by Councillors Mrs P Robinson and Mr C Morris

Personnel Brief Holder – Councillor Mr K Pyke

(e) Roads & Transport

Brief Holder – Councillor J Harvey-Bennett

193.9**To propose Representatives to the following Village Organisations****(a) Coronation Hall**

Councillors C Morris and K Pyke

(b) Youth Club

Councillor Mr K Pyke

(c) Guides & Brownies

Councillor Mr K Pyke

(d) ALCA

Councillor R Hicks

193.10 To re-adopt Standing Orders and Financial Regulations

Resolved that the Standing Orders and Financial Regulations be re-adopted

193.11 To approve the Council's Asset Register

The clerk tabled an up to date version

Resolved that the Council's Asset Register be re-adopted

193.12 To approve the Council's Bank Mandate

Resolved that the signatories on the Council's Bank Accounts should be any two from the following Parish Council Members - Mesdames Robinson Sheppard and Skelley together with Messrs Harvey-Bennett Hicks House Morris Perry Pyke and that the Responsible Financial Officer (RFO) Mr B Poole Parish Council Clerk be permitted to make contact with the Bank and to authorised transfers between the two accounts on the Parish Councils behalf

193.13 To receive the Parish Council's Financial Statement for the year ending 31st March 2007

(a) To approve the Annual Accounts for the year ending 31st March 2007

Resolved that the Annual Accounts for the year ending 31st March be approved

(b) To approve the Annual Governance Statement

Resolved that the Annual Governance Statement be approved

(c) To review the effectiveness of the internal audit

The Parish Council acknowledged that they were currently satisfied with the effectiveness of the internal audit and

Resolved that the Finance Committee would re-examine the effectiveness of the internal audit to see if any improvements could be made.

193.14 To re-appoint the Clerk as the Council's Responsible Financial Officer

Resolved that the clerk Mr B Poole be re-appointed the Council's Financial Officer

193.15 To re-affirm acceptance of The Audit and Account Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564)

Resolved to re-affirm acceptance of The Audit and Account Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564)

193.16 To re-affirm the Council's Publication Scheme and confirm the Parish Council's Qualified Persons under Section 36 of The Freedom of Information Act 2000

Resolved to re-affirm the Council's Publication Scheme and that the Parish Clerk Mr B Poole be re-appointed as the Parish Council's Qualified Person

193.17 To Resolve to formally adopt with immediate effect the mandatory Model Code of Conduct as is applicable to Parish Councils of 2007 with specific inclusion of paragraph 12 (2) – "Effect of prejudicial interest on participation"

Resolved that this matter be deferred to a later Parish Council Meeting

193.18 To confirm the appointment of Mr Graham Rogers as the Council's Internal Auditor

Resolved that Mr Graham Rogers be re-appointed as the Council's Internal Auditor

193.19 To review Allotment Rents and Magazine Advertising Charges

Resolved that all allotment holders be notified in September 07 that an allotment plot would increase from £12.50 pa to £15.00 pa effective from September 08 and that they also be advised that future years may include a charge for water usage.

Resolved that the Magazine Advertising would increase with effect from the 2007 July issue to the following sums - Full Page £120H/100A – Half Page £80H/60A – Third Page £60H/50A

193.20 Issues Arising from the Annual Parish Meeting – 2nd April 2007

None

193.21 To receive and approve the Minutes of the Parish Council Meeting held on Monday 12th March 2007

Resolved that the Minutes of the Parish Council held on Monday 12th March 2007 that had been duly circulated be taken as read approved as being a correct record and signed as such by the Chairman

193.22 Matters Arising

For the purpose of report only

- (1) Matters raised by members of the public at the previous council meeting

None

- (2) Bus Terminus BP

Deferred to a later Parish Council Meeting

- (3) Dog Bins BP

Reported as now being installed

- (4) 24 Coronation Road – 2nd Access BP

The Clerk gave a brief report on the progress to date in respect to this matter

- (5) Grit Bins JHB

Resolved that the subject matter be removed from the agenda

- (6) Hole – Churchyard approach BP

It was noted that the Village Ranger had carried out a temporary repair and that the clerk had written to the PCC advising them of their repairing responsibility in this matter

- (7) Bollards – The Veale BP

Councillor Mrs Penny Robinson indicated that she thought North Somerset were confirming the completion of a different set of reflective bollards than the ones that she thought needed replacing. Clerk to follow up this matter.

- (8) Galvanised Shed BP

Noted that this matter was still being investigated by North Somerset Enforcement

- (9) Pot Holes – North Somerset BP

It was noted that some remedial works had taken place within the village and that markings had been set out in Accommodation Road for presumably future remedial repair work.

Councillor Keith Pyke reported to the meeting the issues surrounding the future of this bus service. Debate then ensued and it was

Resolved that the Parish Council should draw to the attention of the Bus Company and North Somerset that the suggested alterations would result in a poorer service to the village by not providing a service when it was most needed i.e. School and work times

The Chairman suggested that it would be appropriate to suspend Standing Orders in order members of the public present could participate in the debate. A number of comments and questions were raised at this time.

Thereafter the Chairman restored Standing Orders and resumed the meeting

(11) Schools Admissions Code of Practice

BP

The Council agreed that they would now wait to see if there were any developments either from North Somerset District Council and/or Somerset County Council in respect to a joint admissions policy

(12) Parish Council – Schedule of Meetings 07/08 – Coronation Hall Management Committee BP

The Clerk confirmed that the appropriate bookings had been relayed to the Coronation Hall Booking Officer

193.23**Finance**

(1)*	SB Fencing Contractors	Additional Fencing	160.00	28.00
(2)*	Bleadon Post Office	Broadband Rental 2006 Balance	90.50	15.83
(3)*	Maxwell House Printers	Issue No 72	610.00	
(4)*	Allianz Cornhill Insurance	Renewal Papers 2007/08	729.00	
(5)*	Bruce Poole & Company	Postage – March 2007	24.64	
(6)*	ALCA	Annual Subscription	219.41	
(7)*	Clerks & Councils	Annual Subscription	9.50	
(8)*	Mr J Hurcombe	Travel & Expenses	40.61	
(9)*	Staff	Salaries & Expenses - March 2007	1138.39	
(10)	Community Action	Conference Fees (2)	30.00	
(11)	Southern Electric	Lighting Maintenance Charges	15.65	2.74
(12)	BT	Broadband – 01/04/07 to 30/06/07	20.42	3.57
(14)	EDF Energy	Street Lighting – 01/01/07 to 31/03/07	21.06	1.05
(15)	NALC	DISExtra Subscription 2007/08	90.00	15.75
(16)	Connaught	Emptying of Litter Bins	3.80	.67
(17)	Staff	Salaries & Expenses – April 2007	886.36	
(18)	Coronation Halls	Hall Rental	98.00	
(19)	North Somerset	Installation of Dog Bins	321.53	56.27
(20)	B Poole & Company	Postage – April 2007	8.16	
(21)	Staples	Stationery	95.27	16.67
(22)	SWLCA	Quality Council Seminar – 12/06/07	15.00	
(23)	Sanders	Planting	387.39	67.79
(24)	Prompt Cabins	Supply of Planters and Arbours	357.44	62.56
(25)	NALC	Bournemouth Conference – Oct (1/4)	76.33	14.03
(26)	Mr J Hurcombe	Expenses – May	22.28	
(27)	Zurich Municipal	LCAS Subscription	85.00	14.88
(28)	Sage	Instant Payroll	84.26	14.75
(29)	Staples	Stationery	137.89	24.13

Resolved that those accounts marked with an asterisk that were paid under delegated powers be re-affirmed and that the others listed be paid

(1) To receive an update on the following considered applications**193.24****Planning Committee Report**

06/1971 – 27/09/06

Re-building and Re-roofing of building and use thereof as a single dwelling
Conker Cottage Purn Farm Bridgwater Road Bleadon

06/1972 – 27/09/06

Use of site for the stationing of residential caravan
Caravan adjacent to Conker Cottage Purn Farm Bridgwater Road Bleadon

06/2821 – 15/01/2007

Construction of a level riding arena (42 x 22m)
Grattons Farm 15 Canada Coombe Bleadon

07/0198 – Refused 20/03/07

Outline planning application for the erection of a bungalow with associated garage and 3 No parking spaces
Land off Bridgwater Road Bleadon

07/0228 – Approved 23/03/07

Erection of a single storey rear extension
Purn House Farm Purn Way Bleadon

07/0329 - Approved

Erection of a two storey dwelling with detached single storey live and work B1 Office Unit and modification of vehicular access.
24 Coronation Road Bleadon

07/0568 – Approved 04/05/07

Erection of a single storey rear extension and retention of patio
Purn House Farm Purn Way Bleadon

(2) To consider and respond to the following planning applications

07/0617 – Approved 01/05/07

Change of use from agriculture to three croquet lawns with car park erection of three shelters a fence and landscaping
Land off Purn Way Bleadon

07/0765 – 17/05/07

Demolition of existing buildings and erection of 22 No industrial units
Purn Farm Industrial Estate Accommodation Road Bleadon

- The proposal will result in additional turning movements at the sub standard junction of Accommodation Road with Bridgwater Road (A371) to the detriment of highway safety.
- The visibility from the proposed access to Accommodation Road is considered to be sub standard and the traffic movements to and from the classified road will as a result be detrimental to safety on the highway
- The site is located outside the settlement boundary and is poorly located in terms of access to public transport. The development is therefore highly reliant on car borne journeys leading to additional car journeys

07/0853 – 25/05/07

Change of use from agricultural to include equestrian and erection of 4 wooden stables
Bridleway Roman Road Bleadon BS24 0AD

07/0864 – Approved 05/04/07

Felling of 54 Trees including Silver Birch Ash Cherry Poplar – 5 Day Notice
Land opposite The Woodhouse Roman Road Bleadon BS24 0AB

07/0962 – Target Date 0/06/07

Erection of a two storey side and rear extension
12 Coronation Road Bleadon

193.25

Open Spaces Committee Report

(1) Allotments

Councillor Mrs M Sheppard confirmed that she now had a waiting list and that she had asked the clerk to write to the occupant of upper eight to see if she wished to continue occupying that plot

- (2) Churchyard
- (3) Footpaths & Bridleways
- (4) Roads & Transport

Nothing to report

- (5) Children's Playground

It was reported that it was in good condition and well used

- (6) Newsletter

It was confirmed that the copy date for the next publication was the 19th May

193.26

Reports

- (1) Coronation Hall

Noted that the dishwasher had now been installed and the cleaning schedule had been recently revised

- (2) Youth Club – Brownies/Guides

The Youth Club appeared now to meeting almost every week day night

- (3) ALCA

No report

- (4) District Councillor

District Councillor Peddlesden informed the meeting as to what positions both he and District Councillor Elfan Ap Rees may well occupy in the new administration

- (5) Village Beat Officer

No report

- (6) The Village Plan

It was noted that a steering committee meeting date was yet to be organised

- (7) The Clerk

- (a) Minute Archival

Mr Poole asked the Council to consider what steps it might make to archive the Parish Council Minutes. It was agreed to place this subject matter on a subsequent meeting date.

- (b) Mr Poole indicated that he was undertaking a Heritage Module and suggested that the Parish Council might consider producing a Calendar for 2008 based on a collection of old photographs. The Council agreed that the clerk should proceed to explore potential costs

193.27

Correspondence

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|------|--------------------|---------------------------------|----|
| (1)* | North Somerset PPI | Patient Forum Volunteers wanted | NB |
| (2)* | North Somerset | SAC 21/03/07 Minutes & Agenda | MS |

- | | | | |
|------|-------------|--|----|
| (3)* | Mrs G Payne | Collection of Water – Bus Terminus | BP |
| (4)* | Mr Baker | Proposed Croquet Club – Planning Application | C |

It was noted what action the Parish Clerk had taken in these two matters

- | | | | |
|------|----------------|---|---|
| (5)* | NALC | DisExtra Issue 653 – 26/03/07 | C |
| (6)* | North Somerset | Standards Committee – Minutes and Agenda 28/03/07 | C |
| (7)* | North Somerset | Health & Overview Scrutiny Panel – 28/03/07 | C |

(8)*	CPRE	North District Newsletter Annual Report2005/6	C C
(9)*	ICO	Data Protection Renewal confirmation	BP
		Noted	
(10)*	CPRE	“Calor Village of the Year”	PS
(11)*	Audit Commission	Appointment of External Auditor	BP
(12)*	Mr C Butler	Private Members Bill – Tranquillity Bill	C
		The Clerk’s response was noted	
(13)*	Quartet	Grant - £1500	BP
(14)*	North Somerset	Partnership – Stakeholders Event Report	C
(15)*	North Somerset	Library Service Poster	NB
(16)*	Mazars	Notice of Audit – 31 st March 2007	BP
		Noted	
(17)*	Rural Communities	Annual Conference 2007 – 28/06/07	BP
(18)	North Somerset	Local Access Forum – 10/04/07	C
(19)	North Somerset	Streetscene Information Sheet	C
(20)	NALC	DISExtra – Issue 654 09/04/07	C
(21)	ALCA	Newsletter & Briefing Leaflets	C
(22)	Local Councils	Update – Issue 90 April 2007	C
(23)	North Somerset	Statement of Persons Nominated	C
(24)	North Somerset	Adopted North Somerset Replacement Local Plan	C
(25)	Marshalls	Donation – Newsletter - £200.00	BP
(26)	North Somerset	SAC Minutes & Agenda – 18/04/07	MS
(27)	North Somerset	Payment of Precept – 1 st Payment - £17,000	BP
(28)	North Somerset	Parish Council Election	
		Noted	
		Statement of Persons Nominated	NB
		Result of Un-Contested Election	NB
(29)	Shirley Campbell	Council’s Published Accounts	BP
(30)	CPRE	Brief Update	C
(31)	CLG	The Local Authorities (Model Code of Conduct) Order 2007	BP
(32)	HMR&C	Tax Deduction Book 2007-08	BP
(33)	ALCA	Newsletter – Volume 5 Issue 5 May 2007-05-03	C
		Code of Conduct Leaflet	C
		Councillors Training Days	C
		Websites	C
		Parochial Fees Order 2007	C
(34)	North Somerset	Life Magazine – Issue 30 April 2007	C
(35)	North Somerset	Parish Plan Toolkit	
(36)	North Somerset	“Have fun playing rounders”	NB
(37)	NALC	DISExtra Issue 656 – 07/05/07	C
(38)	Cllr C Morris	Coronation Hall – Custodial Trusteeship	CM
		Both Councillor Morris and the clerk advised the meeting of the discussions to date.	
(39)	Mr Baker	“Croquet Club” Planning Permission	BP
		Mr Baker’s responses were noted	

Additional items received after circulation of the agenda for information purposes

(40)	North Somerset	Consultations on Street Trading Consents	BP
(41)	North Somerset	New Model Code of Conduct	C
(42)	North Somerset	Life Magazine	C
(43)	North Somerset	New Model Code of Conduct	BP
(44)	North Somerset	Unauthorised Works – Purn House Farm Purn Way	BP

It was agreed to have a site meeting in order to discuss Mrs Cheeks concerns

193.28

Other Business referred to the Clerk

- (1) To note the posting of the Notice of Appointment of Date for the Exercise of Elector's Rights

Noted

- (2) To resolve to accept the recommendations of the Personnel/Finance Committee in respect to the Salary Review 2007 and the amended Contract of Employment

Resolved to accept the recommendations of the Personnel and Finance Committee in respect to the 2007 Salary Review 2007 and the amended Contract of Employment

- (3) To resolve that the clerk makes future payments of PAYE & NI by way of E-Banking

Resolved that the clerk be allowed to make future payments of PAYE & NI by way of E-Banking

193.29

Date of next Meeting

Parish Council Meeting 11th June 2007 commencing at 7.30 pm.