

**FLAX BOURTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD**  
**AT THE VILLAGE HALL, FLAX BOURTON**  
**MONDAY 11<sup>th</sup> SEPTEMBER 2017**

Meeting Commenced: 7.30pm

Meeting Concluded: 8.59pm

**PRESENT:** Councillors: Mrs Moss (Chair), Mrs Ellis, Mrs Buckley, Lillington, Higgins and Phillips. Clerk: Sarah Jezard.

**IN ATTENDANCE:** 5 members of the public present.

**1. To note any apologies for absence**

No apologies.

**2. To receive Councillors' declarations of interest in items on the agenda and to consider any written applications for dispensations.**

None declared.

**3. To approve and sign the minutes of the monthly meeting of the Parish Council held on Monday 10<sup>th</sup> July 2017 and the extraordinary meeting held on Tuesday 15<sup>th</sup> August 2017.**

It was resolved to approve and sign the minutes of Monday 10<sup>th</sup> July 2017. Proposed by Councillor Higgins and seconded by Councillor Mrs Ellis; vote taken and all in favour.

It was resolved to approve and sign the minutes of Tuesday 15<sup>th</sup> August 2017. Proposed by Councillor Mrs Moss and seconded by Councillor Lillington; vote taken and all in favour.

**4. Councillor update and recruitment**

It was noted that Mike Windo, Vice Chairman of Flax Bourton Parish Council has resigned from his post after 10 years. Councillor Mrs Moss thanked Mike for his hard work and commitment during his 10 years of service on the Council.

Councillor Mrs Ellis stated she would like to stand for the position of Vice Chair and was co-opted in by the council. Proposed by Councillor Mrs Moss and seconded by Councillor Mrs Buckley; vote taken and all in favour.

Councillor Lillington expressed an interest in representing the council on the Stancombe Quarry Fund and this was supported by the Council.

## 5. To sign the NatWest Bank Forms to make the Clerk a signatory on the account and remove previous Clerk

It was resolved that 'the authorised signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and current mandate will continue as amended.'

The NatWest bank forms were subsequently signed.

## 6. Financial reports

### 6.1. To approve the monthly expenditure, budgetary control and bank reconciliation reports.

All three reports were taken en bloc. Councillors reviewed the planned monthly expenditure for August 2017 and September 2017, detailed as follows;

#### August

Flax Bourton Youth Group July	568.75	0.00	568.75
Councillor reimbursement	30.50	0.00	30.50
HMRC PAYE Quarterly Payment –July	251.40	0.00	251.40
Clerk reimbursement – Stationary	3.80	0.00	3.80
Clerk reimbursement – Postage	7.80	0.00	7.80
Bin It Dog Bins	105.82	17.64	88.18
GB Sport and Leisure – Monthly Play Area Inspection	26.40	4.40	22.00
Siserone – Website Hosting	252.00	42.00	210.00
Playdale Playgrounds	296.20	0.00	296.20
Clerk reimbursement - printing	11.00	0.00	11.00
Clerk reimbursement –printer cartridge	19.99	0.00	19.99
Staff salaries July 2017	845.96	0.00	845.96
<b>TOTAL</b>	<b>2,419.62</b>	<b>64.04</b>	<b>2,355.58</b>

#### September

Flax Bourton Youth Group July	568.75	0.00	568.75
Bin-It Dog Bins	105.82	17.64	88.18
Annual Playground Inspection	79.20	13.20	66.00
Defibrillator Heartsafe Monitoring	117.60	19.60	98.00
Clerk reimbursement – Printing	9.00	0.00	9.00
Staff salaries August 2017	880.11	0.00	880.11

<b>TOTAL</b>	<b>1,760.48</b>	<b>50.44</b>	<b>1,710.04</b>
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It was resolved to approve expenditure £2,419.62 for August 2017 and £1,760.48 for September 2017 and the budgetary control and bank reconciliation reports for both months. Proposed by Councillor Mrs Moss and seconded by Councillor Mrs Ellis; vote taken and all in favour.

## **7. Planning, Licensing and Development**

### **Planning Appeal re: additional dwelling at Morgan Place, Farleigh Green**

After discussion and listening to the concerns of residents, and a review of the Appellant's statement, Councillors resolved to write to the Planning Inspectorate (Appeals) to reinforce the comments submitted last November recommending refusal.

### **Application 17/P/1676/F - Extension to two properties at The Sumachs, Old Weston Road.**

Comments "No objections" already submitted, ratified by Councillors.

### **Application 17/P/1745/F Additional two plots at The Sumachs and Peel House, Old Weston Road.**

Agreed as being outside existing Local Plan policy and councillors resolved to submit the following comments "This is an existing site of four detached properties and the addition of a further two plots might be acceptable as "infill" within a settlement boundary. But this site is outside the village settlement boundary and in the Green Belt and we see no reason to step outside the Local Plan policy and recommend refusal."

### **Local Development Plan and Core Strategy**

Councillor Higgins updated councillors on the latest action by NSC to submit a further 821 units on 22 sites for residential development – following the Planning Inspector's instruction last May. None is in Flax Bourton but there are two Green Belt sites which will be monitored for outcome.

## **8. To discuss progress with the Parish Council's lease of Designated Community Land (DCL) adjoining the school from North Somerset Council.**

A meeting has been arranged with the Highways Officer on Friday 29<sup>th</sup> September 2017 to discuss the parking issues and speed limit on Station Road.

There has been no further progress on the lease of the DCL and the purchase of the freehold has not yet been completed.

The Trustees of the Wraxall Estate haven't yet come back with a decision on the lease of the remainder of the DCL to the Parish Council. However, it has been confirmed that if the lease does go ahead, it should be on the basis that there must be a break clause should Network Rail wish to resurrect their flood pond scheme.

## **9. To update on playground inspections and agree required repairs.**

### **9.1. Annual inspection report**

The annual inspection report has been received and all risks highlighted are low.

It was noted that the weekly play inspections by NSC that were believed to have stopped have in fact been taking place but reports have not been distributed. NSC has agreed not to charge for these.

However, the Council agreed that the lack of communication in respect of these inspections had been very poor and that they no longer wish for NSC to continue with these regular inspections given the important safety aspect and the breach of contract that has taken place. GB Sport will continue with the weekly inspections from now on.

### **9.2. Proposed repairs and costs**

Given the uncertainty of the inspections, it was agreed that the Clerk will review the annual inspection report and recent weekly reports to ensure there is a good understanding of required repairs and quotes will be obtained.

## **10. To agree the proposed next steps on the website refresh**

It was agreed that the chosen provider for the website refresh will be Siserone and work on this would commence as a priority.

## **11. Battle's Over – A Nation's Tribute**

A discussion took place about the Parish Council's involvement in the planned commemoration of the end of World War 1. Councillor Mrs Buckley will speak to Flax Bourton school to see if they are interested in supporting this activity and report back at the next meeting.

## **12. Civil Parking Enforcement (CPE) and traffic waiting restrictions.**

Following a request from Pill and Easton in Gordano Parish Council, it was agreed that FBPC will support their request to call upon the Highway Authority to carry out a review of the waiting restrictions across all the Parish areas with a view to making a Traffic Regulation Order covering the whole district. Clerk will write to Pill and Easton in Gordano Parish Council to confirm FBPC's support.

**13. To receive an update on the progress of actions from previous meetings**

- Parish Liaison Officer – the Clerk confirmed that there is currently a vacancy for a Parish Liaison Officer for Flax Bourton. Rhiannon Jones and Gregg Brake have been confirmed as the main contacts at NSC and how parishes are supported is currently under review.
- Cleaning of bus shelters – NSC has confirmed the bus shelters will be cleaned over the next 6 months and that they will try to prioritise Flax Bourton.
- Earth encroachment on pavement on A370 – positive meeting held with Gregg Brake of NSC on 9/9/17. Reached a resolution for the pathway to be cleared to at least 1m to allow access for wheelchairs and pushchairs. Date to be confirmed.

**14. Open Forum**

- Councillor Lillington reported that the grass in front of the noticeboard on Station Road has still not been cut. Clerk will speak to Chris Hazzard to arrange.

**15. The next meeting of Flax Bourton Parish Council is on Monday 9<sup>th</sup> October 2017 at 7.30pm at Flax Bourton Parish Hall.**

There being no further business, the Chair closed the meeting.

Signed ..... Dated .....