

FLAX BOURTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD
AT THE VILLAGE HALL, FLAX BOURTON
MONDAY 14th May 2018

Meeting Commenced: 7.30pm

Meeting Concluded: 9pm

PRESENT: Councillors: Mrs Moss, Mrs Ellis (Vice Chair), Lillington, Burton and Walker.
Clerk: Sarah Jezard.

APOLOGIES: Councillor Higgins and Councillor Mrs Buckley.

IN ATTENDANCE: 1 member of the public present.

Issue raised on the speed of the traffic at the start of Flax Bourton.

A member of the public expressed concern about the speed of the traffic near Charlton Nursery in Flax Bourton and reported there had been 2 accidents nearby in 2 weeks. These are believed to have been reported to the Police. It was suggested some drivers exceed the speed limit in this part of the village and that more road signs are required and possibly a central crossing point. It was requested this be addressed as a more formal issue. Clerk agreed to discuss the issues with the Highways Department at North Somerset, with a view to holding a meeting at the nursery with NSC to discuss further. There is a concern the speed limit goes quickly from 50mph to 30mph but it is believed the proposal is to stagger this and introduce a 40mph limit. Clerk agreed to check this with NSC. Councillor Moss advised the nursery did have a highways assessment when planning permission was originally applied for and suggested the nursery looked back at the highways assessment and subsequent recommendations.

Member of the public also highlighted that the bus shelter is overgrown and requires cleaning. This will be raised with from NSC.

1. To elect the Chair and Vice Chair of the Parish Council and sign the Declarations of Acceptance of Office.

Councillor Mrs Moss was re-elected as Chair. Proposed by Councillor Lillington and seconded by Councillor Walker. Vote taken and all in favour. Councillor Mrs Moss stated to the Council that she would remain in the position of Chairman for one more year but then she would stand down. The Council agreed it was important to put a succession plan in place.

Councillor Mrs Ellis was re-elected as Vice-Chair. Proposed by Councillor Mrs Moss and seconded by Councillor Lillington. Vote taken and all in favour.

2. To note any apologies for absence.

Councillors Higgins and Mrs Buckley.

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

None stated.

4. To approve and sign the minutes of the monthly meeting of the Parish Council held on Monday 9th April 2018.

It was resolved to approve and sign the minutes of Monday 9th April 2018. Proposed by Councillor Moss; seconded by Councillor Lillington; Vote taken and all in favour.

5. Financial reports:

5.1. To agree renewal of the insurance policy.

It was agreed to renew the Council's insurance with Zurich after obtaining 3 other quotes. Zurich was the most competitive quote. The annual cost is £1,261.61. Proposed by Councillor Jane Moss; seconded by Councillor Walker. Vote taken and all in favour.

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

All three reports were taken en bloc and it was resolved to approve the cashbook and budgetary control reports for May 2018 and the bank reconciliation reports for April. Expenditure of £1,727.28 for May was approved.

Flax Bourton Youth Group May	568.75	0.00	568.75
GB Sport and Leisure	120.00	20.00	100.00
Bin it Dog Waste Solutions	105.82	17.64	88.18
CPRE Membership	36.00	0.00	36.00
Clerk's salary	737.46	0.00	737.46
Village Orderly Salary	133.61	0.00	133.61
Clerk reimbursement- travel	17.60	0.00	17.60
Clerk reimbursement- stamps	8.04	0.00	8.04
TOTAL	1,727.28	37.64	1,689.64

Proposed by Councillor Mrs Moss and seconded by Councillor Mrs Ellis; Vote taken and all in favour.

It was noted the VAT reclaim needs to be completed for both 2016/2017 and 2017/2018.

6. To review the asset register

The asset register was reviewed and the Council agreed it reflected the existing assets owned by the Council.

7. To adopt the updated Risk Management Schedule

It was resolved to adopt the updated Risk Management Schedule.

8. To approve the updated Standing Orders

It was resolved to approve the updated Standing Orders.

9. Annual return

9.1. To consider and approve the Annual Governance Statement

Proposed by Councillor Mrs Moss and seconded by Councillor Walker. Vote taken and all in favour.

9.2. To consider and approve the Accounting Statements

Proposed by Councillor Mrs Moss and seconded by Councillor Mrs Ellis. Vote taken and all in favour.

9.3. To consider the internal work during the year.

Council acknowledged the report produced by the Internal Auditor.

10. Planning, Licensing and Development

Flax Bourton	18/P/2767/FUL	Rose Cottage Post Office Lane Flax Bourton Bristol North Somerset BS48 3QE	Council agreed 'no objection' to this application
Flax Bourton	18/P/2768/LBC	Rose Cottage Post Office Lane Flax Bourton Bristol North Somerset BS48 3QE	Council agreed 'no objection' to this application
Flax Bourton	18/P/2842/FUH	3 Post Office Lane Flax Bourton BS48 3PZ	Council agreed 'no objection' to this application

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

Clerk to respond to Thrings Solicitors regarding the lease and Robin Castle regarding the land survey.

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

GDPR plan underway. On track to deliver new privacy policy and consent email to all contacts prior to 25.5.18. Complete data audit and plan to be delivered over the coming months.

13. Open Forum – An opportunity to propose any items for the next agenda, including any relevant issues raised by the public.

The June meeting will focus on the following;

- JSP update
- Local Plan update
- Neighbourhood plan
- Bristol Airport Consultation

It was agreed to send out a flyer to all residents re: the June meeting as there are important planning issues discussed.

Clerk to speak to Roger Key from Key Transport Consultants re: his availability to advise the Council on the above issues if required and to understand how Thrings Advisers could assist if required.

14. The next meeting of Flax Bourton Parish Council is on Monday 11th June 2018 at 7.30pm at Flax Bourton Village Hall.

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

Signed Dated

DRAFT