

FLAX BOURTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD
AT THE VILLAGE HALL, FLAX BOURTON
MONDAY 16th September 2019, 7.30pm

PRESENT: Councillors: Geoff Coombs (Vice Chair), Suzanne Ellis, Chris Walker and Nick Baillie
Clerk: Joanna van Tonder

APOLOGIES: Jane Moss (holiday), Alison Crawford (holiday) and Sam Munnion (work)

IN ATTENDANCE: There were 4 members of the public present

1. To note any apologies for absence.

Noted, as above.

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

None declared.

3. To approve and sign the minutes of the Parish Council meeting held on Monday 8th July 2019.

It was resolved to approve the minutes of the Parish Council meeting held on Monday, 8th July 2019. Proposed by Nick Baillie and seconded by Suzanne Ellis. Vote taken and all in favour.

Geoff Coombs opened the floor for Public questions and comments

Public Questions

- The Parish Council was asked to provide an update on the status of rural **broadband** expansion into Flax Bourton.

Geoff Coombs reminded the meeting of the history behind the awarding of the government funding to Gigaclear, and Truespeed's efforts to provide competition through the region. It was understood that, in areas where Truespeed were making ground, Gigaclear were opting to leave them out of their planned roll-out.

4. Clerk's resignation and recruitment of a successor

a. To note the resignation of the Clerk since the last meeting and ratify the decision taken to appoint a locum Clerk

Members noted that Sarah Jezzard had resigned as Clerk to the Parish Council following the previous meeting; her employment terminating on 31 July 2019.

The decision to appoint Joanna van Tonder as Locum Clerk for the short-term, having been taken via e-mail, was ratified.

b. To consider the appointment of a new Clerk

Members confirmed the decision taken via e-mail to offer the position of Clerk to LR following an interview held with her the previous week. The Council was expecting an answer from Ms R within the next few days.

Members agreed that, should Ms R refuse the offer, the recruitment process would be reinstated.

5. Communications received since the last meeting

a. Update on Station yard enforcement action

Geoff Coombs invited a resident, present at the meeting, to address the Council with his concerns regarding activity taking place on the Network Rail work site near the old station.

The Council were advised that shipping containers had been delivered to the site approximately eight weeks ago. A static caravan, believed to be occupied by three individuals, had also arrived and was being serviced by a portaloos and generator. The resident reported that North Somerset Council had issued an enforcement notice to remove all residential elements on the site within six weeks. Planning permission would be required for certain aspects of usage of the site.

Members heard how the heavy vehicle traffic was affecting the quality of life for residents along the narrow lane.

Geoff thanked the resident for his report and advised that, while this was a matter for NSC's Enforcement Team, the Parish Council would continue to monitor.

b. Speed limit on Parsons Mead and Bourton Mead

The Clerk read from a resident's e-mail received where concern was raised regarding the speed limit along Parsons and Bourton Meads. With Station Road having been changed to a 20mph zone, it was believed the Meads would be 20mph as well. The resident requested the Parish Council raise awareness of this reduced speed limit as well as consider providing better signage.

Once it could be established that the two Meads were in fact 20mph, it was agreed to request North Somerset Council review the adequacy of the current signage.

Action: Clerk to establish speed limit on Parsons and Bourton Meads

Action: Clerk to submit a piece for publication in the village magazine

c. Village Agent report on suggestions for Flax Bourton, raised at Cream Tea

The Clerk reported she had received an update from Lyndsay Newman, WERN Village Agent, on the recently held Cream Tea event. A number of suggestions had been made by participants for activities in Flax Bourton. Amongst these, was the provision of a Men's Shed possibly in the vicinity of the old Youth Club. Additionally, one youngster asked if it would be possible to have a Table Tennis table such as the one on Barrow Gurney Village Green.

It was agreed to give these due consideration at a later date.

6. Planning, Licensing and Development

a. Planning Applications received:

i. 19/P/1976/FUH – 20 Old Weston Road, Flax Bourton

It was agreed the Council would submit a comment of *no objection*.

ii. The Clerk advised that a planning application had been received that morning, being 19/P/2196/LDP – The Poor House, Station Road, F/Bourton.

Action: Clerk to circulate for comment

b. North Somerset Local Plan 2036

It was noted the NS Local Plan 2036 would, in all likelihood, be revised in light of the recent developments around the JSP.

c. West of England Joint Spatial Plan

Members were reminded the JSP, the integrated West of England plan covering the period to 2036, went to public enquiry where Flax Bourton had the opportunity to speak at the hearings. The Inspectors' findings and rejection of the plan in its current form were discussed.

Members noted North Somerset Council were looking to join the West of England Combined Authority.

7. Financial reports and budget

a. To note the completion of the Limited Assurance Review for 2018/19 and to receive the External Auditor's report

Members noted the previously circulated report received following the completion of the Limited Assurance Review covering financial year ending 31 March 2019.

b. To consider a change of bankers from Natwest to the Co-Operative Bank

Following a discussion regarding the difficulties experienced in amending signatories on the Council's Natwest account, it was agreed to change banks.

In light of the possible appointment of a new Clerk, it was agreed to allow the new Clerk, once appointed, to recommend a bank that met the needs of the Parish Council.

c. To consider the reallocation of the unspent Youth Club budget

Members were reminded that, as a result of the closure of the Youth Club, £3,981.25 of unspent budget was available to reallocate. It was agreed not to reassign the funds available and allow the £3,981.25 to return to General Reserves.

d. To note the receipt of an HMRC PAYE late submission penalty notice

The Clerk advised that a £100 late submission penalty notice had been issued by HMRC for failure to submit returns for May / June by the deadline. The Clerk reported she would be appealing the penalty.

Clerk's Note: The appeal was upheld and no penalty payable.

e. To approve the monthly expenditure, budgetary control reports and bank reconciliation reports for August

All three reports were taken en bloc and it was resolved to approve the cash book and budgetary control reports for August 2019 and the bank reconciliation reports for July 2019.

The Clerk reported that staff salaries of £887.93 had been paid in August.

Expenditure of £1,712.61 for September 2019 was approved, detailed below.

	Total	VAT	Nett
Staff salaries	772.59		772.59
GB Sport and Leisure	306.00	51.00	255.00
Greenways Grounds Maintenance	240.00		240.00
N/Somerset Council – election costs	45.00		45.00
PKF Littlejohn – audit fees	240.00	40.00	200.00
Clerk's expenses reimbursed	55.27		55.27
Chair's travel expenses reimbursed	53.75		53.75
TOTAL	1,712.61	91.00	1,621.61

Proposed by Chris Walker and seconded by Nick Baillie. Vote taken and all in favour.

8. Farleigh Green Play Area

a. To review the findings of the weekly play inspection

Members noted the ball bearings on the roundabout were reportedly worn, making it difficult to rotate. Previously, minor repairs were undertaken resulting in only a temporary fix. Members discussed the possibility of replacing the roundabout as opposed to simply replacing the bearings.

Action: Clerk to seek advice and obtain quotes for further discussion

b. To consider the options regarding the play area surface remedial works

Members discussed and considered the options presented in the quote provided by Greenfields for works to remedy the play area surface shrinkage around the equipment.

Nick Baillie proposed, Chris Walker seconded, and it was agreed to proceed with the option to grass over the exposed areas at a cost of £298.

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

Members discussed the report and proposals, previous circulated with the agenda, provided by Jane Moss.

Chris Walker proposed, Nick Baillie seconded and it was agreed to proceed with option 3 of the proposal, being that FBPC would pursue reaching an agreement with Network Rail and North Somerset Council with revised heads of terms (as outlined in the report) and an undertaking from Network Rail to cover all the Council's professional fees incurred to date.

10. To report on progress with the speed limit and traffic calming measures on the A370

Geoff Coombs reported North Somerset Council were looking to undertake a traffic study that the Parish Council would be required to contribute towards financially. There was no further progress to report on.

11. To discuss the impact of dust on pollution within the village

It was noted that a letter to Neil Hoddinott, Stancombe Quarry Manager, advising of the impact of the dust had yet to be acknowledged. It was agreed to raise the issue at the next liaison meeting in October.

12. Project roles and responsibilities

Geoff Coombs advised that areas of responsibility had been allocated.

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

The Clerk advised she had been unable to locate the Actions Arising worksheet normally produced for this item on the agenda.

The Council was asked if the Cricket Club was responsible for the cutting of their hedges along the A370 footway and, if so, whether this had been completed. Geoff Coombs advised hedge cutting should only take place after 1 September.

Action: Clerk to contact Cricket Club to ensure hedges are cut

14. Open forum

Members were reminded of, and confirmed their attendance at, various upcoming meetings.

15. The next meeting of Flax Bourton Parish Council will be on Monday 14th October 2019 at 7:30pm.

Meeting Concluded: 8:58pm

Signed Dated