

Flax Bourton Parish Council

Minutes of the Parish Council Meeting

Held on **Tuesday 11th April 2023** commencing at **7.30pm** in the School Hall at Flax Bourton Primary School.

Those present were noted as Councillors: Andersson, Coombs and Walker.

Also present Mrs C Melton, Parish Clerk.

001⁽²³⁾ **Apologies and Reasons for Absence**

Apologies were received from Cllr Moss (holiday) and Cllr Crawford (unwell).

002⁽²³⁾ **Declarations of interests from members regarding the agenda**

Declaration of non-pecuniary interest as Trustee of the Flax Bourton Hub Charitable Incorporated Organisation (CIO) by Cllr Coombs.

003⁽²³⁾ **Public Forum Session**

No members of the public were present.

004⁽²³⁾ **Minutes for Approval**

It was resolved to approve the minutes of the Parish Council Meeting held on 13th March 2023.

005⁽²³⁾ **Finance and Personnel**

- a) **It was resolved** to ratify the payments made since last meeting totalling **£1149.61**
- b) **Wet pour surface quotes** – After extensive discussion, **it was agreed** to opt for the most cost-effective option provided by Contractor B to repair the existing wet pour surfaces. The options to replace the surfaces were prohibitively expensive
- c) **Lengthsman/verge maintenance quotes** – After extensive discussion, **it was agreed** that Cllr Andersson would undertake further research before a final decision is made
- d) **Internal Audit** – The Internal Audit scheme for small councils is being facilitated by ALCA and **it was agreed** that Flax Bourton Parish Council would take part again this year
- e) **Update on the Annual Governance & Accountability Return 2022-2023** – The Clerk reported that AGAR documents are being prepared ready for approval at the next meeting
- f) **It was resolved** to approve the monthly accounts statement and new invoices totalling **£1741.57** for online payment.

006⁽²³⁾ **Policies and Procedures**

The Clerk reported that the Draft Grievance Policy was not ready to be reviewed. The Draft Disciplinary Procedure was circulated prior to the meeting and those Councillors present were happy with the draft. After discussion, **it was agreed** to defer consideration of the Grievance Policy and Disciplinary Procedure to the next meeting when all Councillors are present.

007⁽²³⁾ **Planning**

As agreed at the meeting on 13th March (163⁽²²⁾ b)) an extension was requested and agreed with North Somerset Council Planning for application 23/P/0463/FUL. The application was duly considered this evening and **it was resolved** to respond as follows:

- a) **23/P/0463/FUL – HM Coroner Public Mortuary Court House, BS48 1UL** – Single storey side extension to existing mortuary facility to replace/remove the temporary containerised accommodation and canopies – Neutral.

008⁽²³⁾ **North Somerset Council Local Plan 2038**

Prior to the meeting, Cllr Moss emailed to report that there is no update until after the Local Elections.

009⁽²³⁾ **Flooding**

Cllr Coombs provided an update. There is a team currently on site clearing the two main blockages which should take most of the water which runs off the hill side away from the road. Cllr Walker

raised that there also still seems to be a clear water leak and no source appears to have been found. Cllr Coombs expressed disappointment that no further investigation has been carried out. Cllr Coombs has raised the matter of Stancombe Quarry clearing gullies with the temporary Quarry Manager. The Manager raised this with a senior member of staff and was told that this would not be an option. Cllr Coombs has now raised this with a more senior member of staff at Stancombe and requested that this matter be considered again. Cllr Andersson noted that when the Google Group is operating, it will be a useful avenue for involving residents in such matters. It was noted that the heavy rain today was causing lots of flooding on both the Main Road and Station Road. Bourton Coombe may also be affected.

010⁽²³⁾ **Place & Movement Framework plus Active Travel Action Plans**

Cllr Coombs noted that it is likely that a new Council at North Somerset, following the elections, is likely to take a fresh look at this.

011⁽²³⁾ **Communications**

Breakthrough Communications have sent through changes to the wording on the flyers. **It was agreed** that Cllr Andersson will contact Breakthrough to clarify details. Cllr Andersson will also look into the best way to distribute the flyers once printed.

012⁽²³⁾ **Flax Bourton Hub**

Cllr Coombs provided an update. Fuel costs have had an impact on profits. The update to the electrics is being carried out. No further update on the proposed acoustics project. The Hub have discussed a possible event to mark the King's Coronation.

013⁽²³⁾ **Quarterly Playground Inspection**

The Quarterly Playground Inspection report for the Farleigh Green Play area, carried out by GB Sport, was **received and noted**.

014⁽²³⁾ **Assets of Community Value**

Cllr Andersson raised that, again, the Google Group would be a good starting point for asking residents their opinion about possible Assets of Community Value. **It was agreed** to keep this item on the Agenda for future discussion.

015⁽²³⁾ **Highways**

- a) **Proposed revision of 30mph limit** – Cllr Coombs reported that a new plan from North Somerset Highways had been circulated to all prior to the meeting. There now needs to be a site visit to go through the plans. This appears to be positive progress but Highways are stretched currently due to the bus lane project
- b) **Vehicle Activated Signs (VAS)** – Cllr Coombs reported that no decision has been received yet from Highways although it had been indicated that we should hear by the end of March. Elan City, the preferred contractor, have sent through literature which indicates that their prices have been lowered which is positive
- c) **Pavements and Footpaths** – It was noted that the pavements are still in a bad condition as a result of flooding and quarry silt. A resident copied the Parish Council in to a complaint to North Somerset Council and Tarmac regarding the poor state of bus stops and pavements. The Clerk has acknowledged this email and will also follow up with North Somerset Council
- d) **Public Rights of Way** – Cllr Andersson updated that she has undertaken Health Walk Leader training and the next stage will be to go on walks with existing groups. The contact at North Somerset Council has suggested possibly forming a joint group with Long Ashton and Backwell. Cllr Andersson will continue to progress this
- e) **Stancombe Lane waste bin** – The Clerk reported that the status on the North Somerset Council website for the report of the overflowing bin is still showing as “work instructed”. Clerk to follow up.

016⁽²³⁾ **Quarry (Tarmac)**

Previously covered (items 009 015 c)).

- 017⁽²³⁾ **Local Council Elections**
Notice of uncontested election has been posted on the website, Facebook and noticeboards. Two vacancies on the Parish Council so now in a position to co-opt. The Clerk will put together a co-option notice for display on the website, Facebook and noticeboards. Also the Google Group when it is available.
- 018⁽²³⁾ **Annual Parish Meeting of Residents**
It was agreed to follow the same format as last year – Annual Residents Meeting will be at 7.00pm on Monday 15th May followed at 7.30pm by the Annual Meeting of the Parish Council.
- 019⁽²³⁾ **Noticeboards**
Cllr Coombs reported that the Hub have started to refurbish the noticeboard and have asked if the Parish Council could reimburse the cost of materials. A review of the noticeboards had already been discussed by the Parish Council and research was underway. After discussion, it was agreed that Cllr Andersson would contact the Hub to discuss progress and the best way forward. It was further agreed in principle to reimburse the Hub once receipts are received.
- 020⁽²³⁾ **Coronation**
The Clerk updated that an email was sent to Flax Bourton Primary School following the last meeting to confirm that £500.00 had been allocated by the Parish Council for a solar water feature/fountain. The Clerk will ask for an update once the term starts.
- 021⁽²³⁾ **Clerk's Report**
Noted.
- 022⁽²³⁾ **Date of the Next Meeting**
It was noted that the **Annual Residents Meeting** will be held on **Monday 15th May 2023 at 7.00pm** in the **School Hall at Flax Bourton Primary School** followed afterwards by the **Annual Meeting of the Parish Council**. at **7.30pm**.

Meeting ended 21:20

Chair Date.....

Clerk and Responsible Financial Officer