

# LONG ASHTON PARISH COUNCIL

## COUNCIL MEETING

19:30, 15<sup>th</sup> May 2017, Jubilee Pavilion

Present:-

Chairman – Mr A Wilkinson  
Ms J Booth  
Mr C Cave  
Ms G Collins  
Dr P Jackson  
Mr D Johnson  
Ms L Lansley  
Mr B Lee  
Mrs B Mackwood  
Mr S McQuillan  
Mr N Moorcroft  
Mrs J Pullin  
Mr I Scoones  
Mr R Sterland  
Mr J Thomas  
Miss M Uppington

Absent:-

Ms S Hardingham  
Mr M E Harris  
Ms S Hughes  
Mr A Johnson

In attendance - The Clerk, Dr JE Turp and Mrs V Lacey (minutes), Mr M Riggall NS Liaison Officer, from 21:12, NS Cllr Kate Stowey and one member of the public until 21:50.

C17.64 - Election of Chairman/Signing the Declaration of Acceptance of Office of Chairman

It was proposed by Cllr Moorcroft and seconded by Cllr Cave that Cllr Wilkinson be appointed Chairman of the Council. There were no other nominations. This was unanimously agreed and Cllr Wilkinson duly accepted the Office of Chairman and signed the Declaration of Acceptance of Office witnessed by the Clerk.

C17.65 - Election of Vice Chairman

It was proposed by Cllr Moorcroft and seconded by Cllr Cave that Cllr Sterland be appointed Vice Chairman of the Council. There were no other nominations. This was agreed and Cllr Sterland duly accepted the Office of Vice Chairman.

C17.66 - Apologies for absence

Apologies for absence were received from Cllrs Hardingham and Harris.

C17.67 - Declarations of Interests and Grant of Dispensations

Interests to be declared during the meeting and no dispensations had been requested. It was noted that it was resolved at the 2015 annual meeting to grant a dispensation to all councillors appointed to other bodies by the Parish Council, until the next Parish Council election, to speak and vote on issues relating to these bodies.

C17.68 - Exclusion of the press and public

There were no matters necessitating the exclusion of the press and public.

C17.69 - To be RESOLVED: - that the Chairman and Vice-Chairman will serve as Ex-Officio members on all committees.

It was RESOLVED that the Chairman and Vice-Chairman will serve as Ex-Officio members of all committees. Proposed by Cllr Moorcroft, seconded by Cllr Mrs Mackwood. All in favour.

#### C17.70 - Election of Planning Committee

It was RESOLVED to elect the following Members to serve on the Committee for the ensuing year.

Ms J Booth	Mr C Cave	Ms G Collins	Ms S Hardingham
Mr M Harris	Ms S Hughes	Mr A Johnson	Mr D Johnson
Mrs B Mackwood	Mr N Moorcroft	Mrs J Pullin	Mr I Scoones
Mr J Thomas	Miss M Uppington		

The Committee's Terms of Reference were reviewed and it was RESOLVED to adopt them unchanged.

It was RESOLVED to confirm that the Committee has delegated powers to deal with matters relating to its responsibilities.

It was RESOLVED that the Clerk be given delegated powers to deal with planning applications mid-month after inviting comment from Councillors on the Planning Committee.

#### C17.71 - Election of the Highways and Burial Ground Committee

It was RESOLVED to elect the following Members to serve on the Committee for the ensuing year.

Mr C Cave	Ms G Collins	Ms S Hardingham	Mr M Harris
Ms S Hughes	Dr P Jackson	Mr A Johnson	Ms L Lansley
Mrs B Mackwood	Mr S McQuillan	Mr N Moorcroft	Mrs J Pullin
Mr I Scoones	Mr J Thomas	Miss M Uppington	

The Committee's Terms of Reference were reviewed and it was RESOLVED to adopt them unchanged. Proposed by Cllr Moorcroft, seconded by Cllr Cave.

It was RESOLVED to confirm that the Committee has delegated powers to deal with matters relating to its responsibilities.

#### C17.72 - Election of Finance and General Purposes Committee

The Terms of Reference of the Committee were reviewed and following an alteration to confirm that four members are nominated at the Annual Council Meeting it was RESOLVED to adopt them.

It was RESOLVED to confirm that the Finance & General Purposes Committee has delegated powers to deal with matters relating to its responsibilities, and that its membership will be the Chairman and Vice Chairman of the Council, the Chairman and Vice Chairman of each committee, North Somerset Councillors if they are also a Parish Councillor and one LACA member if he or she is also a Parish Councillor plus up to three other Councillors. The last four persons shall be nominated at the Annual Council Meeting. It was RESOLVED to appoint Cllr Mrs Pullin as the LACA member, and Cllrs Hardingham, Harris and Jackson as the other nominated members of the Committee.

#### C17.73 - Membership of working groups confirmed as

- a) Website Committee - Cllrs Booth, Collins, Harris and the Clerk with Cllr Wilkinson to help as necessary.
- b) Newsletter Group - Cllrs Lansley, Miss Uppington and the Clerk.
- c) Parish Recycling Scheme Working Group - Cllrs Hardingham, Lansley, McQuillan and Sterland.
- d) Village Enhancement Scheme Working group - Cllrs Booth, Hardingham, D Johnson, Lansley, McQuillan, Mrs Pullin, Sterland and Thomas.
- e) Superfast Broadband Working Group - Cllrs Moorcroft and Wilkinson.
- f) LULA working group - Cllrs Cave, A Johnson and Thomas.
- g) Parish Council Office working group - Cllrs Hardingham, Mrs Pullin and Wilkinson.
- h) Public Art working group - Cllrs Booth, Hardingham, Lansley and Sterland.
- i) Scout HQ working group - Cllrs Cave, Jackson, Moorcroft and Mrs Pullin.

#### C17.74 - Parochial Charity

The Parish Council nominates two Trustees of the Parochial Charities. It was noted that the terms of office of Cllrs Moorcroft and Mrs Pullin continue until 2019.

#### C17.75 – Avon Wildlife Trust Membership and representation

It was proposed by Cllr D Johnson that the Council continues its membership of the Wildlife Trust, and that Cllr Sterland should be the Council's representative, with Cllr Lansley providing support as necessary. Seconded by Cllr Cave and unanimously agreed.

#### C17.76 - Avon Local Councils Association

a) It was RESOLVED to continue with membership of ALCA. Proposed by Cllr Cave, seconded by Cllr Miss Uppington. All in favour.

b) It was RESOLVED to continue the subscription to LCR for 22 copies. Proposed by Cllr Moorcroft, seconded by Cllr Cave. All in favour.

c) It was RESOLVED that Cllrs Moorcroft and Scoones will be the Parish Council's representatives.

#### C17.77 - Long Ashton Churchyard Trust Representatives

It was noted that the terms of office of Cllrs Cave and Mrs Pullin are still current.

#### C17.78 - Membership of other groups

It was RESOLVED to continue membership of

(a) CPRE (Campaign for the Protection of Rural England). Proposed by Cllr Cave, seconded by Cllr Miss Uppington. All in favour.

(b) Voluntary Action North Somerset. Proposed by Cllr Jackson, seconded by Cllr Cave. All in favour.

(c) Parish Councils Airport Association. Proposed by Cllr Scoones, seconded by Cllr Moorcroft. All in favour.

(d) Society of Local Council Clerks (for the clerk and assistant clerk). Proposed by Cllr Miss Uppington and Scoones. All in favour.

#### C17.79 - To RESOLVE to continue membership of Zurich Insurance's Local Council Advisory Service

It was RESOLVED to continue for another year. Proposed by Cllr Cave, seconded by Cllr Miss Uppington. All in favour.

#### C17.80 - Long Ashton Community Association Management Committee Trustee Appointments

The Parish Council nominates two trustees of LACA and approves other nominations. The terms of office of Cllrs Booth and Mrs Pullin continue to December 2019.

#### C17.81 - Nomination to Other Bodies / Sub Committees

a) Parish Councils Airport Association - Cllrs Moorcroft and Scoones.

b) Youth Club Management Committee - Cllrs Hardingham and Jackson.

c) Long Ashton Children's and Young People's Network - Cllrs Cave, Hardingham and Jackson.

d) Long Ashton Crime & Disorder Representatives (Local Action Team) - Cllrs Cave, Moorcroft and Scoones.

e) Durnford Liaison - Cllrs Cave, Scoones and Miss Uppington with Cllr D Johnson providing support as necessary.

f) Welcome LA - Cllr Lansley.

g) Community Resilience Liaison - Cllrs Cave and Mackwood.

h) Long Ashton Children Centre - Cllr Mrs Pullin.

i) Patient Participation Group - Cllrs Moorcroft and Wilkinson.

#### C17.82 - To RESOLVE that payments may be made by variable direct debit for items such as telephone, broadband, information commission, pension payments and similar items.

RESOLVED. Proposed by Cllr Moorcroft, seconded by Cllr Sterland. All in favour.

C17.83 - To RESOLVE that salaries can be paid by standing order.  
RESOLVED. Proposed by Cllr Mrs Mackwood, seconded by Cllr Cave. All in favour.

C17.84 - Chairman's remarks

Cllr Wilkinson noted that issues between councillors should be addressed in the first instance by a conversation between the parties and that he or Cllr Sterland could act as a mediator. The issue should only be raised at a council meeting as last resort. Personal issues should not be raised at a meeting.

C17.85 - Parish Council Minutes

The minutes of the Long Ashton Parish Council held on the 20<sup>th</sup> March, previously circulated, were confirmed as a correct record and signed by the Chairman.

C17.86 - Matters arising for information.

a) C17.35c - Projector in the Jubilee Pavilion. Ongoing.

b) C17.53 - Parish Council discussion. Deborah White from the Avon Local Councils' Association has agreed to facilitate a session for councillors on Monday 10<sup>th</sup> July. It was suggested that every councillor complete a questionnaire to be sent to Ms White before the session, to give her an idea of issues which may need discussion. Councillors should let the Clerk know if they would like any other specific issues raised.

c) C17.55 - Tree Council Grants. The PC was unable to provide a detailed plan for tree planting in time for the grants deadline. It was suggested that one should be developed ready for future grant applications.

C17.87 - Planning Committee Report

The report of the Planning Committee of the meeting held on 10<sup>th</sup> April was adopted. Proposed by Cllr Miss Uppington, seconded by Cllr Cave. All in favour.

C17.88 - Highways and Burial Ground Committee Report

The report of the Highways & Burial Ground Committee of the meeting held on 27<sup>th</sup> March was adopted, subject to any alterations by the committee. Proposed by Cllr Mrs Mackwood, seconded by Cllr Cave. All in favour.

C17.89 - Finance & General Purposes Committee

a. The report of the Finance & General Purposes Committee of the meeting held on 18<sup>th</sup> April was adopted.

b. It was RESOLVED to adopt Standing Orders as recommended by F&GP 18/4/17. Proposed by Cllr Wilkinson, seconded by Cllr Mrs Mackwood. All in favour.

c. It was RESOLVED to adopt Financial Regulations as recommended by F&GP 18/4/17. Proposed by Cllr Wilkinson, seconded by Cllr Cave. All in favour.

d. It was RESOLVED to adopt the three year budget. Proposed by Cllr Wilkinson, seconded by Cllr Miss Uppington. It was noted that the three year budget is a forward planning tool and will be reviewed on a rolling basis.

It was RESOLVED to agree the Action Plan. Proposed by Cllr Wilkinson, seconded by Cllr Sterland. All in favour.

e. Village Picnic. It is unlikely that the PC will have a presence at the village picnic on 25<sup>th</sup> June, as there were insufficient Cllrs available to run a stall. Councillors should let the Clerk know if they are available that day by 29<sup>th</sup> May.

C17.90 - Long Ashton Community Association

a. Cllr Mrs Pullin gave the following report:

Recent Theatre productions have been poorly attended with the exception of those by Living Spit, which are very popular. It is being considered whether to stop running these and maybe try theme-led events incorporating food and drink instead. A musical evening with different bands is being put together.

A trustee has compiled a questionnaire to try to find out what residents and users know about and want from the Centre. This should be ready to be included in the June Parish Newsletter. The long awaited Graffiti project by the Youth Club on the Club Room wall facing the playground will start on 18<sup>th</sup> May. The seventh annual Village Picnic will be held from noon on Sunday 25<sup>th</sup> June. The main event will be fun runs for all ages. There will be the usual bouncy castles, hot dog and beer stalls and music. The chosen garden designer has met some users including café staff and the café gardening group and will provide a questionnaire for wider distribution.

A useful meeting with a Junior Football Club representative highlighted pitch drainage and compaction problems, which would necessitate extra work to put right. A request for a further half size pitch to be located near the mound will be considered. Further meetings will be held.

A grant application had been sent to Low Carbon Gordano for LED lighting for the Pavilion. £1,745 has been received from the Co-op's charitable scheme, almost exactly the amount of the Spinner play item we had nominated.

To free up the overworked Manager for more pro-active work, as mentioned in my last report, the recently engaged assistant is now employed for an extra morning on a one year contract, which will be reviewed. Hire charges have been increased on average by 5% and, after discussion, trustees agreed that staff will receive a pay increase of 1.5%. It was agreed that all financial item requests from the Parish Council will, in future, be directed straight to the Treasurer or Manager. The AGM will now take place at 7pm on Tuesday 18<sup>th</sup> July in the Pavilion.

b. To consider further financial information from LACA and to agree to release the retained £1,000. There were no additional information available and it was therefore agreed that LACA's treasurer will be invited to the next F&GP meeting to provide the required information including how rates for the main user groups are changing. If the figures are satisfactory F&GP will then recommend the release of the retained £1,000 to the next full council meeting.

c. Feedback from meeting with LACA trustees and Dick Whittington. The meeting discussed the reasons behind the proposed new constitution of LACA as a Charitable Incorporated Organisation (CIO). At present LACA trustees have a liability which would be removed if LACA was reconstituted as a CIO. Due diligence will have to be carried out before any transfer of the lease of the PC's buildings to the new CIO, to ensure security of the PC's assets. There are some aspects of the model constitution that the PC would like amended, this might not be straight forward but will be discussed further.

d. To discuss and RESOLVE to approve incorporation of LACA as a CIO (Charitable Incorporated Organisation) and its new constitution subject to alterations to be agreed. The PC agrees in principle with the incorporation of LACA as a CIO and its new constitution subject to alterations to be agreed.

e. To RESOLVE to approve the transfer of the lease of the community centre to the new CIO with associated legal costs. It was agreed that F&GP will look at the lease in more depth before the transfer is agreed. It was RESOLVED that an initial sum of up to £1,000 could be spent on legal costs for the transfer. Proposed by Cllr Moorcroft, seconded by Cllr Mrs Mackwood. All in favour.

f. Arrangements for "tour" of community centre. Some councillors are interested in a briefing about the community centre, and a summary of how the complex has grown. New councillors will also be invited to the briefing.

#### C17.91 - Community Safety - Local Action Team

Cllr Cave gave the following report:

The PACT meeting on 12<sup>th</sup> April was well attended. I would like to encourage councillors to come along - the meetings give an important flavour of residents' concerns. The village's beat officer, Martin Faithfull, was there, as was the Police Community Support and Community Response Officers. In terms of crime statistics - most of the burglaries were bikes from sheds; there have been parking violations in Leigh Woods, with one car being towed away. Fly-tipping is also an issue, and although Portishead tip is open on the days that Backwell is closed, extended opening hours at Backwell tip are being considered. Additionally, there's a problem with the layout at Backwell - in that if someone drives into a recycling bay, they cannot then get out because of the queuing traffic behind them. I've had one or two emails from residents about parking enforcement, suggesting that it's a money-making exercise. It's worth noting that North Somerset Council (NSC) does parking enforcement because the police were not able to. Volksfest is soon and there are various issues with the organiser's communications; there's a meeting on Wednesday to resolve these. The new Vehicle Activated Speed Sign battery has lasted for two months - much longer than the original.

#### C17.92 - Youth Provision

Cllr Jackson gave the following reports:

Cllrs Hardingham and Jackson and the Clerk attended a Youth Strategy and Best Practice Conference organised by Voluntary Action North Somerset (VANS) on 4<sup>th</sup> May, bringing together Parish and Town Councils and youth providers to discuss youth provision and delivery in North Somerset. VANS had organised the conference to facilitate a discussion on youth work as its contract to support Children and Young People's Networks ended in 2016.

The conference was attended by a number of councils providing youth clubs in various locations which use an informal approach to education different from that employed by sports clubs and uniformed groups which require a greater discipline and regular commitment, with the choice of programme being influenced by the young people. Measuring outcomes is seen as difficult and will often be unique to the individual young people, and their communities. There was recognition that it is as much about the individual concerned and what they get out of it as the numbers of young people engaged. With the cuts in youth services and budgets, it is increasingly difficult for young people's voices to be heard. The need is therefore as strong as ever for youth work professionals to engage, given issues around young people's mental health and challenges that young people face with social media.

#### Youth Club

Wednesday evenings continue to be focused around the older age group as more of a drop in session. The junior session on Thursday evenings continues to be very well supported with numbers regularly in the 20s, and up to 26, in these sessions. For the Monday sessions we're currently promoting this for school years 7 to 9, and will review it around the end of May. As part of the graffiti project, the artist will work with the juniors on Thursday 18<sup>th</sup> May to paint the wall at the end of the Club Room. The latest Youth Club accounts are available, and these reflect the 12 months to the end of March 2017.

#### Children and Young People's Network

Further to the consultation with young people, an outline sketch of the skate park layout is being drawn up to support further discussions with stakeholders. We are preparing to launch the Youth Grants; the current focus is on preparing the eligibility criteria for young people's organisations. The list of young people's organisations within the Parish has also been updated.

C17.93 - ALCA NS Group - There was nothing to report.

#### C17.94 - Parish Councils Airport Association

a. Report – the PCAA meeting is next week.

b. To consider and agree response to letter from PCAA re transport options on the A38

Cllr Scoones gave the following report:

I hope that you have all read the letter from the PCAA. It's very concerned that NSC is putting £200,000 of public money towards a transport study; the fact that the airport is putting in £450,000 seems to show that this money coming from the public purse will benefit a private company. We were promised when the South Bristol Link Road came, that there'd be better access to the airport. I'm afraid to say that it seems worse rather than better.

Although there were strong objections raised to NSC's investment and concern about the ultimate cost, it was also noted that transport infrastructure is NSC's responsibility, and it cannot turn its back on how travellers get to the airport and that the airport has a significant economic impact.

Mr M Riggall joined the meeting at 21:12.

It was RESOLVED to respond to the PCAA to say that the PC fully supports it in its proposal to send a letter of objection to NSC. Proposed by Cllr Moorcroft, seconded by Cllr Sterland. Motion carried with three abstentions.

#### C17.95 - Parish recycling scheme working group

Cllr Sterland gave the following report:

We have received 30 pledges so far and can now apply for the first instalment of £300 from NSC. We've asked the Scouts if they'd like to be involved and have had no response as yet and may consider asking other groups to get involved.

#### C17.96 - Superfast broadband working group

Cllr Moorcroft gave the following report:

We are highly unlikely to get fibre installed at the east end of the village, but it's more likely that we'll get a faster copper cable installed by BT, but not for another year.

#### C17.97 - Community Engagement - Website working group

There was no report to give.

#### C17.98 - LULA (Light up Long Ashton)

LULA volunteers are due to come to the next council meeting on 15<sup>th</sup> June to discuss the village's 2017 Christmas lights display.

#### C17.99 - Scout Group HQ Working Group

There was no report to give, although a possible site may have been identified.

#### C17.100 - Vacancy

There were two applicants for the vacancy and it was recognised that both applicants were strong candidates. Following a vote, it was RESOLVED to co-opt Mr Matthew Semple to fill the vacancy. The other candidate will be kept informed when another vacancy arises.

#### C17.101 - External Auditor's report

The external auditors report has been received. The auditors received an objection from a resident about the grants the PC pays to LACA, however, they have found that the PC has the powers to make the grants and that they were properly agreed. They had no other comments on the annual return. The extra work by the auditors necessitated by the objection will cost an additional £1,246 and a significant amount of the clerk's time.

#### C17.102 - Community Resilience

There was no update. It was agreed not to purchase "Home Emergency Checklist cards" as the information is easily found on the web. However, it was agreed to include a checklist card in the Parish newsletter, along with a plea for residents to join the Community Resilience Group. Proposed by Cllr Wilkinson, seconded by Cllr Moorcroft.

C17.103 - Running Free: Consultation on preserving the free use of public parks to discuss and respond

Although the benefit of the parkrun movement was recognised it was agreed that it shouldn't have legally protected status and that councils should be able to charge for use of public parks if warranted. It was also agreed that there were no other groups that needed protection from charges. It was noted that runners may cause damage in some parks, which if in a small parish may cause a significant cost.

C17.104 - Theynes Croft Car Park

To consider offer from resident re litter bin and flags. The PC will gratefully accept a resident's offer to provide and empty a bin at Theynes Croft car park, providing the lease from NSC allows it. The PC is also happy for him to arrange for appropriate flags to be flown from the flagpole.

C17.105 - Table tennis table or similar - no update.

C17.106 - Annual Parish meeting

There was no particular feedback from the meeting and it was agreed that the actions identified in the meeting, overhanging hedges, David Neale cycling routes and the safe place scheme, will be dealt with by the appropriate committee.

C17.107 - Taylor Wimpey plans for the Vale

NSC's site allocations plan examination hearing starts on the 16<sup>th</sup> May and Cllr Moorcroft reported that developers plan to make representations asking why Long Ashton has received no housing allocation. Concern was expressed that the PC will not be present at the meeting to make its own representation to the planning inspector - and to emphasise that the village's infrastructure, including its medical, waste and educational facilities, would not be able to sustain further development. It was noted, however, that NSC does have a robust response to the question and that there are ongoing residential developments in the Parish - such as the 126 new homes on the former Redwood Lodge site.

C17.108 - Village Club

For sale signs have gone up outside the Royal British Legion building, which is being marketed for £550,000. The Clerk has written to NSC's Planning Department to remind it of the planning effect of the building's Asset of Community Value status. It was noted that the PC will be updated on any plans for the site through its Planning committee.

Cllr Stowey and the member of the public left the meeting at 21:50.

C17.109 - Correspondence

- a. From resident re parking ticket. The Clerk will reply to the resident to say that parking inside the yellow lines at Piccolos has always been an offence but not enforced by the police. Enforcement has now been taken over by NSC.
- b. From resident re business premises. The Clerk will reply to the resident to say that the PC does not know of any potential business premises in the village, but that councillors will contact her if they hear of anything suitable becoming available.
- c. Annual Police Report. Noted.
- d. From resident re mural on Co-op. Noted. Transition Long Ashton, as the only applicant, will be awarded the PC's Community Grant to paint a mural on the wall of the Co-op. Consultation with the group will take place.

C17.110 - Any items for information.

A planning expert is due to facilitate a workshop for councillors at 7pm on Tuesday 16<sup>th</sup> May in the Jubilee Pavilion.

Date of next meeting Monday 19<sup>th</sup> June

Meeting closed: 22:00