

LONG ASHTON PARISH COUNCIL

COUNCIL MEETING

19:30, 21st January 2019, Jubilee Pavilion

Present:- Mr A Wilkinson (Chairman)

Mr A Batt

Mr C Cave

Mr A Cartman

Ms S Hardingham

Mr M E Harris

Mr A Johnson (from 19:33)

Mr D Johnson

Mr P Jackson

Ms L Lansley

Mr S McQuillan

Mr N Moorcroft

Mrs J Pullin

Mr I Scoones

Mr R Sterland

Miss M Uppington

Absent:-

Ms S Hughes

Mr M Semple

Mr J Thomas

In attendance - The Clerk, Dr JE Turp, Tracy Warren, Assistant Clerk (minutes), Mr Mike Riggall, Parish Liaison Officer, NSC (from 21:12).

C19.001 - Apologies for absence

Were received from Cllrs Semple and Thomas and the Police.

C19.002 - Declarations of Interests and Grant of Dispensations

Interests to be declared during the meeting.

C19.003 - Exclusion of the press and public

No matters necessitate the exclusion of the press and public.

C19.004 - Chairman's remarks

The Chairman encouraged Cllrs to think carefully about putting their names forward to act as a PC representative on the Youth Club Management Committee and LACA.

C19.005 - Parish Council Minutes

The minutes of the meeting held on the 19th November having been circulated, and following the amendment to C18.190 where the word planning was replaced by F&GP were confirmed as a correct record and signed by the Chairman.

Cllr A Johnson joined the meeting at 19:33

C19.006 - Matters arising for information

- a) C18.188a - Flying of flags; the response from RBL confirming they would be happy to fly a range of flags but not "Fun Flags". It was agreed to respond to the RBL to advise that the flags flown should be official flags only, including those where there is a connection to the UK, including the countries of the UK on their national days or Long Ashton, the flags of the UN, Commonwealth and such other flags as reasonably deemed acceptable by the Council.

- b) C18.188b – Long Ashton Flag update; the Community Engagement Group are working on the Long Ashton flag design.
- c) C18.188c – Microphones; it was noted these are in use. It is difficult to confirm whether they are working so it was agreed that the Clerk should see if they could be tested.
- d) C18.188d – The Great British Spring Clean – The PC has registered for this event, however, Cllr Sterland has had no response from the Cllrs who volunteered to take it forward.
- e) C18.211 - High Volume Correspondence – Monitoring of the level of emails from a resident continues. They are somewhat reduced from the level in the summer but it was agreed that the monitoring should continue, including the time taken by the Clerk to deal with the emails.

C19.007 - Planning Committee Reports; 12th November and 10th December 2018

The reports of the Planning Committee of the meetings held on 12th November and 10th December 2018 were adopted. Proposed by Cllr Miss Uppington, seconded by Cllr Cave. All in favour.

C19.008 - Highways and Burial Ground. Committee Report; 3rd December 2018.

The report of the Highways & Burial Ground Committee of the meeting held on 3rd December 2018 was adopted. Proposed by Cllr Moorcroft, seconded by Cllr Hardingham. All in favour.

C19.009 - Finance and General Purposes Committee

A dispensation was requested by Cllr Jackson for items relating to the Youth Club and Youth Network to enable him to take part in the discussion but not to vote. It was RESOLVED to grant this dispensation as there would otherwise be no one to provide the necessary information on the Youth Club or Youth Network. Proposed by Cllr Wilkinson. All in favour, with Cllr Jackson taking no part in the vote.

Dispensations were requested by Cllrs Cave and Mrs Pullin for items relating to LACA to be able to take part in discussions and vote. It was RESOLVED to grant the dispensations as there would otherwise be no one to provide the necessary information on LACA to Council. Proposed by Cllr Wilkinson. All in favour, with Cllrs Cave and Mrs Pullin taking no part in the vote.

Minutes and report; it was RESOLVED to adopt the minutes and report of Finance and General Purpose's committee meeting held on 17th December (previously circulated). Proposed by Cllr Hardingham and seconded by Cllr Harris. All in favour.

The draft 2019/2020 budget discussed in detail. Cllrs questioned the increased spending in the burial ground which was confirmed as largely resulting from the work on the Garden of Remembrance but that some additional ongoing maintenance will be required. The library costs were explained. The capital costs will vary according to the option chosen but there will be set up costs whichever is chosen. It was explained that the running costs include employing one part time member of staff. Negotiations are still taking place about possible help from NSC.

Concern was expressed at the cumulative effect of increases not only in the precept but other costs within the council tax and utility costs and the effect that this will have on those on low/fixed incomes and noting that there are residents within the Parish who rely on food banks or similar. However, it was noted that, if the community wished the PC to take on amenities being cut by NSC, then additional funds will be needed by the PC. It was noted that if the running cost of the library at £15,000 was removed from the budget the precept wouldn't need to be increased. It was agreed that a clear justification of the precept increase and an explanation to residents should be published in the newsletter. Cllr D Johnson offered to lead this.

It was confirmed that F&GP discussed fully the impact of the budget and the importance of keeping budget figures low and the PC were reminded that, even with this increase the Long Ashton's precept is one of the lowest of the service villages in NS. The recommended 8.2% increase, represents 41p per month for a band D property. The number of Band D equivalent properties, used to calculate the charge to a property for a given precept, had not increased as much as expected given the development in the Parish. This was investigated by NS and it was explained that an increase in exemptions and particularly in the single person's discount (which is probably particularly relevant for Audley Redwood).

The PC noted that it cannot sustain taking up all the services that NS discontinue.

20:05 Cllr Jackson left the room at and took no part in the vote.

It was RESOLVED to approve the previously circulated budget for 2019/2020 as recommended by F&GP on 17th December. Proposed by Cllr Hardingham and seconded by Cllr Sterland. All in favour.

20:07 Cllr Jackson returned to the room.

Setting of Precept; it was RESOLVED to agree to set the precept at £172,000 representing an 8.2% or 41p per month rise on a Band D home. Proposed by Cllr Hardingham and seconded by Cllr Moorcroft and carried with one vote against.

C19.010 - Long Ashton Community Association - Report

Cllr Pullin gave the following report:

"The cafe has decided, for a trial period, to open on Tuesday afternoons when the mobile library is in the car park. The cafe manager, due to personal circumstances, has given notice that when her contract ceases in April she will not seek to renew it. We have engaged a replacement caretaker, employed when necessary, and he is proving to be very competent. Our Treasurer has resigned as of 9th January but the trustees have accepted his offer to oversee the accounts up to the end of June. He will continue to support LACA as a member of the Friends of LACA who are overseeing the 60th anniversary celebrations. LACA is looking into the cost of and possibility of installing an automatic door entry system"

Cllr Pullin was asked if exit interviews are held when Trustees leave and was she aware why the Treasurer left. Cllrs Cave and Pullin confirmed interviews were not held and that it was not appropriate, at this time, to discuss with the PC the Treasurer's reasons for resigning.

Mike Riggall, Parish Liaison Officer, NSC joined the meeting at 21:12

C19.011 - Community Safety - Local Action Team reports from Long Ashton & Leigh Woods teams for information.

It was confirmed that the pothole at the top of Keedwell Lane is now filled. Cllr Cave reported that the last PACT meeting had 22 attendees with thefts being the main concern. The police didn't attend the meeting and this has been raised with them and they intend to attend the next meeting which will be held on 14th February. Cllr Cave asked for as many of the Cllrs as possible to attend the meeting. Increased fly tipping on the by-pass and on Clarken Combe has been notified to NS but not all items have been cleared yet. It was noted that there is a lot of litter on the by-pass.

Cllr Harris confirmed that the Leigh Woods speed watch group is still waiting for input from the Police.

C19.012 - Youth Matters

Cllr Jackson gave the following reports on the Youth Club, Long Ashton Network and Skate Park:

Youth Club

The junior session on a Monday evening continues to grow in support. The health and nutrition sessions run by Bristol City Community Trust have concluded and the young people engaged have benefited from this engagement. The final part of this project, a visit to Ashton Gate where the young people will get shown around the ground, facilities, through the tunnel and onto the pitch, is being arranged.

The Local Cause at the Co-op is supporting the Youth Club, and the funding is planned to support an intergenerational history project associated with the youth shelter. This local cause runs for 12 months until the end of October and has raised £175 towards the project in the first three months. The main fundraising event took place on 24th November with stalls, tombola, refreshments, a raffle and a bouncy castle for children. The event was well supported by the community and around £500 was raised. The following weekend, at the December market, the raffle was run by the youth club, and together with Santa visits and the usual youth club stall around £400 was raised. Thanks to local businesses and a special mention to Bristol City football club who donated a signed shirt and football which were auctioned, together with match tickets for the raffle.

Children and Young People's Network

Applications are now open for the youth grants and close on 28th January

The Skate Park:

We have now assembled a group of seven to form the working group consisting of Councillors, a LACA representative and residents. Kathy, the lead youth worker at the youth club, will work with young people to ensure their views are fed into the working group. Arrangements are being made to hold the first working group meeting"

Cllr Jackson confirmed that whilst attendance varies, both the Monday and Thursday sessions have around 10-15 young people attending. There had been no engagement with the Police recently but anti-social behaviour in recent months has reduced, however, engagement would be welcomed. Cllr Harris noted that the Police had been helpful in having the caravans removed in Leigh Woods.

C19.0113 - ALCA NS Group

The Clerk confirmed the next meeting is on 6th February 2019.

C19.014 - Parish Councils Airport Association (PCAA)

- a) Report for information - none
- b) Airport planning application; the PCAA response to the airport's planning application was considered. It was agreed to write to thank the PCAA for the work carried out in producing the extremely clear, detailed and well-argued 130 page document and that the PC had no comments on it.

C19.015 - VES working group report

Cllr Hardingham reported that a leaflet will be sent to all homes, local businesses will be communicated with and a stand has been booked at the village market on 2nd March so that views on the scheme can be gathered. NS have provided indicative costs based on the concept designs but a detailed scheme to include traffic management and clarification on TRO (Traffic Regulation Order) is awaited. Cllr Hardingham noted that additional assistance from a Cllr with project management experience who could liaise with Highways/NSC would be helpful.

C19.016 - Library working group – report and to agree any action:

Cllr McQuillan gave a report. He thanked the Clerk for publishing the survey results online and there is continuing communication with the potential volunteers to maintain their enthusiasm. Keedwell Church vestry is looking promising as a possible location and the availability of S106 monies is being looked at.

In response to Cllr questions Cllr McQuillan confirmed that the working group is looking for a medium term solution but that the long term vision is for a Community hub. It was noted that a faculty (planning permission from the diocese) to use the church would be required. It was pointed out that if the café became no longer viable the club room may become available and that the vestry is small.

C19.017 Superfast broadband working group report.

Cllr Moorcroft noted a government grants are available - £500 for a group of 3 or more householders and £1,000 for 2 or more businesses. It was noted that Virgin has now adopted the superfast cable to Yanley Lane Business Park. It was noted that there are still large areas of the village yet to be able to access superfast broadband and Cllr Cave is still pursuing this with NSC.

C19.018 - Community Engagement/ Website working group report.

The group has not met recently.

C19.019 - Scout Group HQ Working Group report.

Cllr Cave noted a site has been found but contracts are yet to be signed.

C19.020 - NDP Review Working Group – no report.

C19.021 - Public Art Working Group report – The Clerk is continuing to ask NSC about the progress on the completion of outstanding s106 issues re Peel Park. Some of the clerk's emails to NSC officers are being quarantined and so not all the emails sent are reaching their destination, with no notification. NSC is looking into this.

C19.022 - Community Resilience - No update as there have been no meetings recently.

C19.023 - RBL war memorial working group

Cllr Cave gave a report confirming that the site is at the top of the Theynes Croft car park and that it would appear that NSC has no objection in principle but this needs confirmation. It was noted that this is an ambitious programme, with an excellent design, and that funding will need to be raised. Following questions from Cllrs it was confirmed that there would be space at the site for a service of Remembrance.

C19.024 - Skate Park working group – Cllr Jackson confirmed that the group has 7 members including representatives from LACA and the lead youth worker from the youth club and that he has spoken to the mother of the young person who started the petition.

C19.025 - A Parish Council for the 2020s – Feedback from the workshop held on the 24th September, having been circulated was summarised by Cllr Lansley and the council discussed the points suggested by Cllrs Hardingham and Lansley for immediate action namely:

1. A meeting to be held for those considering being prospective Cllrs in March.
2. To enable better public engagement re-arrange seating at Council meetings.
3. Where possible use plain English for parish council business and avoid jargon if possible.
4. Consider changing name of the Highways & Burial committee to 'Environment Committee'.

It was agreed that a meeting for prospective Cllrs should take place on the 4th March with notices placed on noticeboards, social media and in the February newsletter and that all new Cllrs should have an induction course to understand the functions of the PC, including its relationship with LACA. It was suggested that a buddy system could be introduced.

It was agreed that the new Council should look at the name of the Highways and Burial Ground committee in May. It was suggested that the facilitator of the workshop should meet the new PC early in its term and this will be considered by the new council. The community hub idea could be further investigated and there is £1500 in the budget for a LACA hub scoping project. It was noted that the PC does have to follow statutory regulations.

C19.026 - Councillor Training - to consider Good Councillor training for the whole Council soon after election.

It was agreed that the Clerk should book this training, to take place in Long Ashton, at a cost of £200.

C19.027- To appoint Cllrs to represent the PC on the Youth Club Management Committee and LACA.

There is a vacancy for a Cllr representative on the Youth Club Management Committee due to the resignation of Cllr Collins. The committee meets three times a year. There were no nominations for the role. The Chairman noted that many of the PC responsibilities need to be completed outside the PC meetings and asked Cllrs to consider the role.

There are two vacancies on LACA for PC trustees. Neither Cllr Cave nor Cllr Mrs Pullin are PC representatives. Cllr Pullin confirmed that as the treasurer had resigned there was a need for a LACA Trustee with accountancy skills. If no Cllrs are willing to act as a trustee this limits LACA's ability to recruit a new treasurer as according to the constitution there should be two PC trustees and there is a limit of nine trustees and the Treasurer cannot be a co-opted member of the management committee.

There were no nominations, however, if necessary, Cllr Cave will consider becoming a PC representative, until the end of the Council year. It was pointed out that Cllrs could reduce the number of PC committees they sit on to free up time for them to be able to sit on other bodies.

C19.028 - Vacancy

- a) To consider any persons who have put their name forward for co-option and to RESOLVE which persons to be co-opted onto the Parish Council - No one has put their name forward.
- b) To confirm vacancy arising due to non-attendance of a Councillor. It was noted that as Cllr Mackwood has not attended for six months that her seat is now vacant. It was agreed that the Chairman would write to her thanking her for her time on the council.

C19.029 - S106 monies from the Tydings Close development:

Cllr Hardingham confirmed £48,500 including interest is available and this needs to be firmly committed or spent by the end of March and priorities identified being:

- Gardeners Walk play area; it was confirmed NS as land owners have given permission for part of the site to be set aside for a playground with the land to be leased to the PC who would be responsible for its maintenance. Costs including legal costs associated with the lease would need to be deducted from the money available. NSC would charge 10% for project management if the works are carried out by NSC and in this case planning permission would not be required. Any equipment should be appropriate for the setting.
- Some refurbishment works and new equipment on the community centre play areas.
- If there is any residue a maximum of £10,000 would be able to be committed to future works e.g. a Skate Park or resurfacing the tennis courts.

It was noted that the tennis courts need resurfacing in 2-3 years' time and LACA would have to approach the PC for funding. Cleaning and painting of the courts would extend their life.

For the Gardeners Walk play area, for ease of specifying the lease and maintenance it was agreed that the equipment should be in one area and it was noted that the area by the stream is a muddy, shady area.

It was RESOLVED that:

1. In principle the PC is prepared to take a lease (likely 99 years) for the Gardeners Walk play area site together with its ongoing maintenance, allowing £1500 for legal costs.
2. The remaining sum is spent in the proportions of around £30,000 for the Gardeners Walk play area and £17,000 for LACA play areas with any residual being committed to the resurfacing of the tennis courts or the skate park.
3. Decisions on the detail of how this money is spent should be delegated to F&GP bearing in mind the above guidelines.

Proposed by Cllr Hardingham, seconded by Cllr Moorcroft: all in favour.

It was RESOLVED to appoint Cllr Batt to F&GP committee until the end of the municipal year. Proposed by Cllr Hardingham. All in favour.

C19.030 - Vehicle Activated Sign

Cllr Sterland confirmed the Westotec camera had been examined by the manufacturer and as no faults were found the cables were likely to be the issue. It was agreed to approve the expenditure of £140 to include the inspection and new cables.

C19.031 - GDPR – no update.

C19.032 - Balloon Fiesta – Cllrs Cave, Sterland and Uppington attended the debrief meeting. The issues with Beggargush Lane traffic lights, bus services during the fiesta and the extended road closure are to be addressed. It was noted that Glebe Close and Lodge Drive will be included in the resident parking scheme in the future. Cllrs at the meeting were asked if they would support a full closure of the B3128 which they did not.

C19.033 - Annual Parish Meeting;

The Clerk reminded Cllrs that though the PC does not have a formal Purdah the date of the APM (29th April) is very close to the elections so all the information given should be factual and not seen to encourage people to vote in a particular way or for particular individuals. It was agreed that a representative of the National Trust at Tyntesfield should be invited to talk about their plans.

C19.034 - Correspondence to consider and respond

- a) From Vision ICT re operation London Bridge; it was resolved that in the event of the Queen's death the PC would follow the suggested protocol and its website should be overwritten with a black page carrying a portrait of HM Queen with a tab link to its normal home page at a cost of £35. Proposed by Cllr Cave, seconded by Cllr Harris and agreed.
- b) From NSC re Parsonage footpath; it was confirmed that Persimmon have agreed to dedicate the claimed footpath as a Public Right Of Way (PROW) with NSC meeting costs for installation of two metal kissing gates (with an expected life span of 20 years), relevant signage and advertisement of the PROW. NS requested that the PC take responsibility for future maintenance costs of the gates. It was RESOLVED to accept the future maintenance costs of the kissing gates. Proposed by Cllr Moorcroft, seconded by Cllr Sterland. All in favour.
- c) From resident re minutes of the last meeting – the resident's comments were noted.

C19.035 – Newsletter-

It was suggested that the following items should be included in the February newsletter:

- Closure of Wild Country Lane to enable the footpath on the bridge to be built.
- Broadband link for residents re the voucher scheme.
- Meeting of 4th March for prospective Councillors
- How to report fly-tipping.

C19.036 - Any items for information.

- a) The PC agreed to send a letter to the Revd. Ann Sargent to thank her for her services to the village.
- b) Ironwood Challenge – This will be held on 10th February and starts from the community centre.

Meeting closed at 21:55

Next meeting Monday 18th March 2019