

LONG ASHTON PARISH COUNCIL

ANNUAL COUNCIL MEETING 19:30, 13th May, Jubilee Pavilion

Present: Mr D Johnson – Chairman
Ms L Anderson
Mr A Cartman
Mr C Cave
Ms C Fagg
Ms S Hardingham
Mr P Jackson
Mr A Johnson
Ms L Lansley
Mr S McQuillan
Mr A Wilkinson (Chairman for first item)

Absent: Mr M Harris

In attendance - The Clerk, Dr Janet Turp and Mrs Tracy Warren, Assistant Clerk (minutes), six members of the public and Mike Riggall, NSC Parish Liaison Officer.

C19.073 - Election of Chairman

It was proposed by Cllr Jackson and seconded by Cllr Hardingham, that Cllr D Johnson be appointed Chairman of the Council. There were no other nominations. This was unanimously agreed and Cllr D Johnson duly accepted the Office of Chairman and signed the Declaration of Acceptance of Office witnessed by the Clerk.

Cllr D Johnson thanked Cllr Wilkinson for his time and efforts as the outgoing Chairman.

C19.074 - Election of Vice Chairman

It was proposed by Cllr Hardingham and seconded by Cllr A Johnson that Cllr Jackson be appointed Vice Chairman of the Council. There were no other nominations. This was unanimously agreed and Cllr Jackson duly accepted the Office of Vice Chairman. The Chairman welcomed Cllr Jackson as Vice Chairman.

C19.075 - Apologies for absence were received from Cllr Harris.

C19.076 - Declarations of Interests and Grant of Dispensations

Interests to be declared during the meeting and no dispensations were requested.

It was RESOLVED 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 those bodies. Proposed by Cllr Hardingham and seconded by Cllr Cartman. All in favour.

The Clerk advised Cllrs that the Register of Interest forms need to be completed within 28 days of taking office.

C19.077 - Exclusion of the press and public

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

C19.078 - Acceptance of Office for absent Councillors

As all Councillors have signed their Acceptance of Office forms this was not required.

C19.079 - General Power of Competence

As the PC no longer has two thirds of its members elected it is no longer eligible to claim the General Power of Competence. It was noted that the Council is not able to re-gain this power with the addition of Co-opted Cllrs.

19:45 - The meeting was closed to allow members of the public to speak, to introduce themselves as prospective Cllrs.

19:47 – The meeting was re-opened and Mike Riggall, NSC joined the meeting

C19.080 - Vacancies

It was RESOLVED that the following four persons be co-opted as Cllrs onto the Parish Council:

Matthew Semple; Proposed by Cllr Cave, seconded by Cllr Jackson. All in favour.

Owen Lloyd-Jones; Proposed by Cllr Hardingham, seconded by Cllr Lansley. All in favour.

Tony Weir; Proposed by Cllr Hardingham, seconded by Cllr Wilkinson. All in favour.

Suzy Barnes; Proposed by Cllr McQuillan, seconded by Cllr Cartman. All in favour.

The newly co-opted Cllrs each signed a Declaration of Acceptance of Office, witnessed by the Clerk.

19:49 - The newly co-opted Cllrs joined the meeting.

The Chairman welcomed the new Cllrs and introduced Mike Riggall, NSC who explained his role.

C19.081 - Ex-Officio members on committees

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

C19.082 - Committee structure

Lengthy discussion was held regarding the existing committee structure and how this may be improved. It was also agreed that whilst the number of working groups reflect the ambitions of the PC and allow members of the public to be involved their number and objectives should be reviewed.

It was agreed that in order for new Cllrs to understand and get a feel for the PC, the existing structure should continue for now and discussions about the role of the Council and the way it works should not be held until after the Good Councillor Training on July 15th. It was suggested that further discussion on structure, objectives, priorities and process are could be held on Monday 29th July. It was agreed that these discussions should be facilitated and that the Clerk should contact Clive Stillwell of the Local Council Consultancy to see if he was available to attend. It was suggested that for the benefit of new Cllrs and members of the public that Cllrs have name cards and also that the website should be reviewed. Cllr D Johnson offered to provide training on planning.

C19.083 - Election of Planning Committee

- a) The Terms of Reference of the Committee were reviewed and it was RESOLVED to adopt them without change with a further review within the next 6 months.
- b) It was RESOLVED to confirm the Committee has delegated powers to deal with matters related to the committee's responsibilities.
- c) It was RESOLVED to appoint the following Cllrs to serve on the Committee for the ensuing year. Proposed by Cllr Jackson, and seconded by Cllr McQuillan. All in favour:

L Anderson	A Cartman	C Cave	C Fagg
S Hardingham	M Harris	O Lloyd-Jones	A Johnson
A Wilkinson			

The Clerk confirmed Cllrs can attend the meetings of a committee they have not been appointed to but will not be able to vote. Cllrs were asked to formally resign from committees of which they no longer wished to be a member.

- d) 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. Proposed by Cllr Jackson, and seconded by Cllr McQuillan. All in favour.

C19.084 - Elections of the Highways and Burial Ground Committee

- a) The Terms of Reference of the Committee were reviewed and it was RESOLVED to adopt them without change with a further review within the next 6 months.
 b) It was RESOLVED to confirm the Committee has delegated powers to deal with matters related to the committee's responsibilities.
 c) It was RESOLVED to elect the following Cllrs to serve on the Committee. Proposed by Jackson and seconded by McQuillan. All in favour.

S Barnes	C Cave	C Fagg	S Hardingham
M Harris	A Johnson	L Lansley	Owen Lloyd-Jones
S McQuillan	M Semple	A Wilkinson	

C19.085 - Elections of Finance and General Purposes Committee

- a) The Terms of Reference of the Committee were reviewed and it was RESOLVED to adopt them amended to make the minimum number of members 7, with further review within the next 6 months.
 b) It was RESOLVED to confirm the Committee has delegated powers to deal with matters related to the committee's responsibilities.
 c) It was RESOLVED to elect the following Cllrs to serve on the Committee. Proposed by Cllr Jackson, seconded by Cllr McQuillan. All in favour.

S Barnes	A Cartman	C Cave	S Hardingham
M Harris	A Johnson	M Semple	T Weir
A Wilkinson			

C19.086 - Membership of working groups were confirmed as follows:

- a) Community engagement working group – This will be agreed following the discussion on the future structure of the committees and working groups.
 b) Newsletter Group – Cllrs Barnes, Lansley and the Clerk. It was noted the copy date for the next newsletter is 1st June.
 c) Village Enhancement Scheme working group – Cllrs Fagg, Hardingham, D Johnson, Lansley, Lloyd-Jones and Semple. A request for a Leigh Woods VES group will be considered by the Highways Committee.
 d) Superfast Broadband working group – Cllr Lloyd-Jones will act as the PC link to the working group. It was noted parts of Long Ashton still have poor speed and that there are residents on this working group.

Meeting adjourned at 20:52 to allow member of public to comment.

Meeting resumed at 20:53.

- e) LULA working group – Cllr Weir. This working group consists mainly of residents but needs to be a PC working group, and therefore to have PC representation, to maintain insurance cover.
 f) Parish Council Office working group - Cllrs Hardingham, Jackson, D Johnson and the Clerk.
 g) Public Art working group – to be agreed when the s106 monies has been received.
 h) Scout HQ working group - This group was discontinued as a site is now agreed and planning permission ongoing.
 i) Neighbourhood Development Plan review group – this is now discontinued.

- j) The Vale Working Group – Cllrs Anderson, Cartman, Fagg, Jackson, Lloyd-Jones, McQuillan and Wilkinson. The need for defence against Taylor Wimpey’s plans, with recent NSC elections and support for The Vale from other parishes, was noted and it was agreed that the working group should be discussed at the next Planning Committee.
- k) BCFC community engagement working group. It was agreed that as the objectives of this group have been met the group be closed. However, it was agreed that the Planning Committee should discuss setting up an ‘Ashton Gate Development’ working group.
- l) Library working group – Cllrs Barnes, Cartman, Cave, Fagg, Lloyd-Jones, McQuillan, Semple and Weir.
- m) Skate Park working group – Cllrs Barnes, Cartman, Cave, Jackson, Semple and Weir.
- n) War memorial working group – Cllrs Cartman and Cave.
- o) Any other working groups – none required

C19.087 - Parochial Charity

In order to provide continuity it was agreed that former Cllr Mrs Pullin should continue to represent the PC as Trustee for now. Cllr Anderson was also appointed to act as trustee of the Parochial Charities for the next four years.

C19.088 - Wildlife Trust Membership and representation

It was RESOLVED that

- a) the Council continues its membership of the Wildlife Trust at £48/year and
- b) that Cllr Lansley be appointed as a representative to attend meetings with support from Cllr McQuillan as necessary.

Proposed by Cllr Cave, seconded by Cllr Fagg. All in favour.

C19.089 - Avon Local Councils Association (ALCA)

It was RESOLVED

- a) to continue with membership of ALCA.
- b) to continue with quarterly magazine subscription to LCR at £13.50 per copy and to check if an online subscription is available. The clerk in discussion with the chairman to finalise numbers.
- c) to appoint Cllrs Jackson and D Johnson as Parish Council representatives to ALCA.

Proposed by Cllr Cave, seconded by Cllr McQuillan. All in favour.

C19.090 - Long Ashton Churchyard Trust Representatives

This is now combined with the war memorial trust. It was agreed that Cllr Cave continue to act as the PC representative.

C19.091 - Membership of other groups:

It was RESOLVED to continue the memberships of:

- (a) CPRE (Campaign for the Protection of Rural England) at £36 per year.
- (b) Volunteer Agency of North Somerset.
- (c) Parish Councils Airport Association at £50 per year.
- (d) Society of Local Council Clerks (for the Clerk and assistant clerk).

Proposed by Cllr Cartman, seconded by Cllr McQuillan. All in favour.

C19.092 - Long Ashton Community Association Management Committee Trustees

Following LACA appointing a Treasurer and another trustee there are no vacancies on LACA for PC representation. It was noted Cllr Cave is a Trustee in his own right.

C19.093 - Nomination to Other Bodies and roles

- a) Parish Councils Airport Association – Cllr McQuillan with support from Cllr Fagg.
- b) Youth Club Management Committee – Cllr Barnes and Cartman.
- c) Long Ashton Children’s and Young Peoples Network – Cllr Barnes with Cllr Jackson continuing as Chairman.

21:25 – two members of the public left the meeting.

- d) Long Ashton Crime & Disorder Representatives (Local Action Team) – Cllr Cave and Harris.
- e) Durnford Liaison – Quarry; Cllrs Cave, Harris and D Johnson. It was noted this group could report to the Highways Committee.
- f) Welcome LA – Cllr Lansley to continue with support from a resident. It was noted that this work could be included in the Community Engagement Working Group.
- g) Community Resilience Liaison – Cllrs McQuillan and Wilkinson.
- h) Long Ashton Children’s Centre – it was noted that the position of the children’s centre is uncertain and an appointment to this group will be deferred until the situation is clarified.
- i) Patient Participation Group – Cllr Anderson
- j) Collection and analysis of speed camera data – It was agreed to refer this to the Highways & Burial Ground Committee.

C19.094 - Direct Debit payments

It was RESOLVED that payments may be made by variable direct debit for items such as telephone, broadband, information commission, pension payments and similar items. Proposed by Cllr Hardingham, seconded by Cllr Cave. All in favour

C19.095 - Salary payments

It was RESOLVED that salaries can be paid by standing order. Proposed by Cllr Cave, seconded by Cllr Hardingham. All in favour.

C19.096 - Chairman’s remarks

The Chairman thanked the Cllrs who retired at the recent election, noting in particular the long service of Cllrs Mrs Pullin and Miss Uppington. He also thanked the previous Chairman and Cllr Cave for his excellent work for the parish and his tireless representation of the Parish Council’s views as a North Somerset councillor. The Chairman congratulated Cllrs Cartman and McQuillan on their election to NSC.

C19.097 - Parish Council Minutes

The minutes of the Long Ashton Parish Council meeting held on the 18th March, previously circulated, were confirmed as a correct record and signed by the Chairman. Proposed by Cllr McQuillan and seconded by Cllr Semple. All in favour.

C19.098 - Matters arising for information

- a) C19.063 - S106 monies from the Tydings Close development; NSC will be progressing the order for the play area at Gardeners Walk.
- b) C19.064 – Insurance quotes; it was confirmed the Zurich quote has been accepted as the additional cost to add defibrillators to the cover were minimal.

C19.099 - Planning Committee Reports

The report of the Planning Committee of the meeting held on 11th March and 8th April were adopted, the latter subject to amendment by the committee. Proposed by Cllr Cave, all in favour.

C19.100 - Highways and Burial Ground Committee Report (25th March)

The report of the Highways & Burial Ground Committee of the meeting held on 25th March was adopted subject to amendment by the committee. Proposed by Cllr McQuillan. All in favour.

C19.101 - Finance and General Purposes Committee

- a) The report of the Finance & General Purposes Committee of the meeting held on 15th April was adopted, subject to amendment by the committee. Proposed by Cllr Hardingham and seconded by Cllr Wilkinson. All in favour.
- b) It was RESOLVED to adopt the Standing Orders, previously circulated, as recommended by F&GP on 15/4/19. Proposed by Cllr Hardingham, seconded by Cllr Wilkinson. All in favour.

- c) It was RESOLVED to adopt the Financial Regulations as recommended by F&GP on 15/4/19. Proposed by Cllr Hardingham, seconded by Cllr Cave. All in favour.
- d) It was RESOLVED to adopt the three year budget, previously circulated. Proposed by Cllr Hardingham, seconded by Cllr Cave. All in favour.
- e) It was RESOLVED to agree the Action Plan with a further review in November. Proposed by Cllr Hardingham, seconded by Cllr Cave. All in favour.
- f) It was RESOLVED to accept the Committee's recommendations on the Clerk's salary. Proposed by Cllr Hardingham. All in favour.

C19.102 - Long Ashton Community Association – No Report at this time.

C19.103 - Community Safety - Local Action Teams (Long Ashton and Leigh Woods)

Cllr Cave reported that the main concerns to address with local police are burglary and speeding and it is hoped they will attend the next PACT meeting likely to be in early June. He and one other are qualified for speed watch and asked for new volunteers.

C19.103 - Youth Matters Youth Club Report

Cllr Jackson gave the following report:

“For our new Councillors a few words about the Youth Club which has been a long standing part of the village for many years, evolving more recently in 2012 to a community based and funded model. The activities we deliver at the Youth Club are designed to support young people to proactively bring about positive changes in their lives, and the professional youth workers engage on supporting young people with issues such as relationships, sexual health, impact of social media and substance abuse, together with a range of activities including street dance, games, and arts and crafts.

Monday and Thursday are club based sessions where we engage with young people across a range of activities to encourage learning and development. On Wednesday evening sessions the youth workers engage on the streets around the village. The street based engagement on Wednesday evenings allows the workers to connect with those young people who can be hardest to reach. This approach allows the youth workers to build trust and provide mentoring support on opportunities including training, development and careers. This approach is having a positive impact on anti-social behaviour around the village and has been a deterrence to drug usage in and around the community centre where people want to feel safe.

Fundraising is important in the community based model of youth provision, and activities are underway including engagement with Tesco and Coop to raise funds for a wide range of activities. This fundraising allows the youth club to have a number of trips during the year and activities such as climbing, skiing and caving are popular.”

C19.104 - Children and Young People's Network; no report at this time.

C19.105 - ALCA NS Group; no report at this time.

C19.106 - VES working group – A detailed report will be given at the next Highways meeting.

C19.107 - Library working group

A report will be given at the next meeting. The next working group meeting on the 15th May will look at the siting of the portacabin.

The Chairman confirmed the two UWE architecture and planning students will be presenting their findings on their proposals for an extension to the Community Centre building on Friday 24th May 2:30 pm in the Pavilion.

C19.108 - Parish Councils Airport Association; no report at this time.

C19.109 - Superfast broadband working group; no report at this time.

C19.110 - Community Engagement working group; no report at this time.

C19.111 - Scout Group HQ Working Group; report presented at the last planning meeting.

C19.112 - Public Art Working Group; no report at this time.

C19.113 - Skate Park Working Group

The Skate Park Working Group paper detailing the options available for establishing a skate park in Long Ashton and making recommendations for the Parish Council to consider was previously circulated and Cllr Jackson summarised the report.

The Skate Park Working Group was established at the request of the PC to discuss locations, design and other aspects of a possible skate park in the village, following a significant petition from young people in the village and has representatives from the PC, LACA and residents.

Following discussion with Canvas Space it was identified that the park needs to be about 20 m by 10 m to make it attractive to use and it needs to be designed to meet the needs of a range of users including skateboarders, cycle/BMX, scooters and wheelchairs.

Two sites were assessed for their suitability, one adjacent to the Club Room and between this building and the swings and the other at the rec end of Peel Park. Problems with the proximity of the location to other activities, homes in Rayens Cross Road, difficulties with access for construction and the challenge to meet BS standards meant that the club room site was not suitable. The Peel Park site would be close to the fencing at the rec end, access to the site for LACA could be maintained, there would be more than 45 m between the park and the nearest house keeping the noise there to ambient levels and the drainage pipes could be avoided.

Recommendation 1 – It is recommended that site adjacent to the Club Room is rejected for further consideration, and that the Peel Park location at the Rec end will be used as the basis for further consideration.

The Working Group suggested a draft outline process to be agreed with the Parish Council with the following recommendation

Recommendation 2 – It is recommended that the outline process is brought to F&GP for further discussion and agreement on approach and adherence with processes.

It was RESOLVED to agree to accept the recommendations. Proposed by Cllr Cartman and seconded by Cllr Jackson. All in favour.

C19.114 - Memorial Working Group – the report was given at the APM.

C19.115 - Community Resilience – no update.

C19.116 - Annual Parish Meeting

It was agreed to defer this item to the June Council meeting for discussion.

C19.117 - GDPR

Cllrs will be given councillor email addresses and when these are set up personal email addresses should not be used in conjunction with council business. Mike Riggall, NSC noted there is an ICO (Information Commissioner's Office) guidance pack for newly elected Cllrs.

C19.118 - Correspondence

- a) Briefings from ALCA on CIL and elections – the CIL paper has been included in the new Cllr packs and the election paper was noted.
- b) From Ashton Gate – the development update and the newsletter were noted.
- c) From Bristol Civic Society – There is a meeting on 22nd May at 16:00 at City Hall to launch the Ashton Court options study. The Chairman and Cllr Cave agreed to attend. The Clerk will check if registration required.

C19.119 - Any items for information – none.

Meeting closed at: 22:05

Date of next meeting Monday 24th June 2019 (Accounts)