

LONG ASHTON PARISH COUNCIL

HIGHWAYS AND BURIAL GROUND COMMITTEE MEETING

19:30, 3rd June 2019, Jubilee Pavilion

Present – Mr S McQuillan: Chairman
Ms S Barnes
Mr C Cave
Ms S Hardingham
Mr A Johnson
Mr D Johnson
Ms L Lansley
Mr A Wilkinson

Absent:-
Mr A Cartman
Ms C Fagg
Mr M Harris
Dr P Jackson
Mr O Lloyd-Jones
Mr M Semple

In attendance - The Clerk, Dr JE Turp, Assistant Clerk, Tracy Warren (minutes)

Hb19.43 - Election of Chairman

It was RESOLVED that Cllr McQuillan be appointed as Chairman for this meeting and the election of Chairman of the Committee for the municipal year deferred until the next committee meeting. Proposed by Cllr Cave, seconded by Cllr D Johnson, all in favour.

Hb19.44 - Election of vice Chairman

It was RESOLVED that the election of Vice Chairman of the Committee be deferred until the next committee meeting. Proposed by Cllr Cave and seconded by Cllr D Johnson, all in favour.

Hb19.45 - Apologies for absence were received from Cllrs Fagg, Harris, Jackson and Semple

Hb19.46 - Declarations of Interests and Grant of Dispensations.

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

Hb19.47 - Minutes of the previous meetings -

The minutes of Highways and Burial Ground Committee meeting held on the 25th March, previously circulated, were confirmed as a correct record and signed by the Chairman.

Hb19.48 - Exclusion of the press and public

It was agreed that agenda items 24 and 25 would necessitate the exclusion of the press and public, if any were present, as they are contractual and staff issues respectively.

Hb19.49 - Matters arising

- a. Hb19.24a – Management agreement; no response has been received from North Somerset Council (NSC).
- b. Hb19.24b – Seat in bus stop opposite Lovelinch Gardens; the seat has been delivered and fitting awaited by the contractor.
- c. Hb19.24c – from resident objecting to the minutes; reply to PC response and comments on, Hb19.27d, Hb19.27e Hb19.40d and Hb19.40f.
The PC noted that the response made to the resident advising the previous minutes have been confirmed as accurately reflecting the meeting and his objections having been noted in the minutes of the last meeting, is unchanged. The PC noted the residents' comments on the footpath at Peel Park and also that no complaints regarding difficulty of access have been received. It was confirmed that working groups carry out risk assessments before works are carried out. The comments about the

Festival Way and horses are noted. As a permissive path the landowner can limit access to the path and it was agreed the Clerk should write to Sustrans to check the current position regarding permission for horses to use the path.

d. Hb19.25b – Additional dog bins/emptying;

It was RESOLVED to request the bins at each end of Peel Park and both bins in Leigh Woods are emptied twice weekly at an additional cost of £5 an empty. Proposed by Cllr Cave and seconded by Cllr Wilkinson all in favour.

Hb19.38 – replacement of dog bins; a date for this to take place has yet to be agreed with the contractor. It was agreed that the bin at North Road with a broken lid should be on the list.

Hb19.50 - Leigh Woods (LW)

- a. Parking scheme; there have been a large number of objections/comments received by NSC to their consultation on the proposed scheme. Cllr A. Johnson has visited some residents to explain the parking scheme. Cllr Cartman, Cave, Harris and McQuillan are to meet with NSC Highways officers to review the scheme and consider the possibility of resident's parking and any recommendations sent to the Executive Member for his consideration. The PC noted the scheme allows for residents, commuters and visitor parking and includes zones for both unrestricted parking and 4 hours restricted parking and yellow lines for safety. The PC agreed to write a letter of support to the Executive Member for Highways noting that the PC has budgeted £10,000 towards the scheme.
- b. To consider a possible Leigh Woods Village Enhancement Scheme (VES). Following discussion, it was RESOLVED to set up a working group to look producing such a scheme. Proposed by D Johnson and seconded by Cllr Cave, all in favour. The working group will be led by Cllr A Johnson and Cllrs Cartman, Cave, Harris and D Johnson were appointed to the group. The ToRs for the group should be brought to the next committee meeting. Cllr A Johnson offered to show LW to Cllrs not familiar with the area.

Hb19.51 - Ashton Brook and Flood Management

- a. Update on flooding issues and to agree any action if required – concerns that the bund at the west end of Theynes Croft has not been calibrated and rarely maintained by Greenbelt Ltd, were noted.
- b. Letter from Cllr Cave to NSC – Cllr Cave has raised concerns with NSC about the effect of discharging surface water from the Barrow Hospital development into Ashton Brook, as flooding of nearby properties has occurred and the underpass for the footpath under the SBL has flooded on at least 6 occasions demonstrating that the 100 year flood model is incorrect. It was noted that an updated inundation map (from failure of the Barrow tanks) showing the initial effect of failure of the tanks not been received from NSC despite several requests. It was agreed that the Clerk should write to Bristol Water's CEO asking for the map and to copy the request to the NSC ward Cllrs.

Hb19.52 - Footpaths

- a. Working group report; a short article will be included in the summer newsletter.
- b. Peel Park footpath – no update
- c. Footpath by the QEH sportsground; NSC have replied to say that the footpath was fenced by QEH to prevent dog fouling on the playing fields and that the position and condition of the fence meet PROW requirements and so no action can be taken. It was noted that the Clerk has written to NSC regarding the height of the ground works.

Hb19.53 - Burial Ground and Closed Churchyard.

- a. Report on the safety of monuments and to agree to remedial work; costs were noted at £6,500 for all works to be completed at one time. For health and safety considerations 3 unsafe monuments have been laid down. The PC expressed some concerns that the some of the monuments requiring work are relatively new. It was agreed the Clerk write to the stonemason who carried out the inspection to enquire as to why these newer

monuments have failed. It was noted that the contract for the monuments is between the stonemason and the purchaser, with permission from the PC, with installation having to meet BMM standards. The clerk to also investigate insurance for remedial works. It was also agreed to defer agreement on expenditure to the next F&GP meeting

- b. Heaven Scent Garden – no further report.
- c. Garden of Remembrance – the tree works have been approved by NSC and a faculty is awaited from the Diocese so that the work can be carried out.
- d. Replacement of the wooden gate into the Burial Ground; ongoing
- e. Gardeners shed in the vicarage garden – a draft agreement is awaited from the Diocese.
- f. Request to put bench in burial ground; following agreement from the Council, the Clerk and Cllrs Barnes and D Johnson will visit the site to determine a suitable location.
- g. Request for clarification re Deed of Grants and time limits. A resident has written asking what will happen to memorial plaques at the end of the 80 year term of the deed of grant. It was agreed to respond that the PC has no current policy on the re-use of plots at the end of this term but currently, as long as the burial remains, the memorials will remain with the burial space but as this is many years in the future it cannot confirm future policy.
- h. Revised wording to take account of exceptions; the committee agreed to the revised wording to allow a committee of the PC to make exceptions to the burial ground rules about who can be buried there adding the words ‘in their absolute discretion’ to the suggested wording.
- i. Church gates; A letter has been received from All Saints Church stating that an anonymous donor has offered to finance the refurbishment of the gates leading to the Churchyard and asking if the PC were happy for the work to go ahead. It was agreed to respond that although the PC is not sure that it has responsibility for the gates it has no objection to the work proceeding under the supervision of the church.

Hb19.54 - Road safety issues.

Vehicle Activated signs; it was noted that two people are required to handle the signs which ideally should be moved regularly between the available sites. It was agreed to seek volunteers to do this but that a Cllr will be needed to supervise the management of the signs. No member present was willing to take on the role so it was agreed that a request be made at full Council. Training has been offered by the ex-councillor who used to manage the signs.

Hb19.55 - Hollis Close

- a. Response from Birdwell School – no response has been received to the Clerk’s letter inviting them to write to NSC on any concerns. It was agreed the Clerk write to the head to understand the school’s views on the work.
- b. Response from NSC re safety audit; It was noted that NSC will carry out a safety audit in July. Cllr McQuillan will review the report.

Hb19.56 - Festival Way

- a. To receive any relevant items for information; none.
- b. Bench for walkers – Permission has been received from Greenbelt Ltd and an order will now be placed.

Hb19.57 - Biodiversity

It was noted that the grass by Rayens Close had not been cut but that was not an intentional Biodiversity action and residents are very keen for it to be cut. The clerk will check if some areas of grass in Pear Tree Avenue have been left to grow as in previous years.

Hb19.58 - Village Enhancement Scheme working group

Cllr Hardingham gave a report for information:

- a. The consultation on the VES resulted in over 170 replies, most being positive. A full report will be available on the PC website shortly; a meeting was held with NSC Highways who are hopeful for works to be completed by the end of the year. The PC agreed it will need to oversee the management of the works in some way. Full payment to be made by the PC on completion of works.
- b. Planters; a planter has been purchased and a tree ordered to be positioned near to the Chestnut Dental Practice. It was RESOLVED to agree that sleepers and other items could be purchased up to a cost of £50 to allow for the planters to be fitted in the sloped area and Chestnut Dental Practice be written to request their offered donation to cover the excess expenditure over the funding provided by High Street Clean Up fund of £769. Proposed by Cllr Hardingham, seconded by Cllr Cave. Planters at other sites are to be agreed with businesses.
- c. Further works were discussed;
 - (i) The zebra crossing near Theynes Croft – NSC are not in favour of raised crossing in 30 mph areas and have suggested other safety features such as high friction surfacing, alternative colour, new signage and road markings at a cost of £6,000.
 - (ii) Junction at Wild Country Lane; If current guidelines are applied there are insufficient homes towards the end of the 30mph limit past the Guide Hut and it has been suggested to bring the 30mph limit closer to Wild Country Lane. Dragon's teeth marks could be used at the junction.
 - (iii) Lovelinch Gardens; NSC have confirmed the layby outside the retail area is Highway and they would consider a parking restriction of possibly "1 hour no return in 2 hours". It was noted that the request for double yellow lines the length of the west side does not meet NSC's guidelines but a single yellow line from Weston Road to Birdwell Lane with no waiting between 8 am - 6 pm could be considered. It was noted that there have been some complaints about the removal of the cycle racks outside the library and that other nearby racks are in a poor condition. It was agreed that the working party will put forward a proposal, subject to funding, for consultation with nearby businesses and residents, for a 2 hour waiting limit restriction in the layby, the provision of yellow lines and alternative cycle parking.

Hb19.59 - SBLR and MetroBus - No report. It was agreed to remove this from the agenda.

Hb19.60 - Cycle Forum - No report. It was agreed to remove this from the agenda.

Hb19.61 - Double Yellow Lines

- a. Lovelinch Gardens – This was discussed as part of the VES discussion. It was agreed that the clerk should write to NSC to confirm the VES group will carry out a pre-consultation re the single yellow lines and lay by restrictions but request that NSC carries out the statutory consultation on the TRO.
- b. Junction of Lodge Drive and Long Ashton Road – It was agreed to reply to NSC confirming that the PC would like this request considered by the Executive Member despite the comment that it does not meet current policy guidelines.

Hb19.62 - Parking Enforcement outside the Post Office; update.

This can be carried out once new signage, reflecting the TRO, is in place.

Hb19.63 – Correspondence

- a. Drainage on Peel Park; the PC noted the resident's complaint about the safety of the attenuation pond. However, LACA's insurers are satisfied with the site, and the pond is stepped to allow safe exit. It was also noted that there is an order on the site requiring that dogs are kept under control. The resident's concerns were passed to LACA.
- b. Incident at Zebra Crossing opposite Fenswood Road; following a resident complaint of a near-accident due to vehicle speeding the Police have been written to requesting

speed checks in the area and a PCSO plans to make contact with the resident. It was agreed to respond to the resident to say that once the effect of the planned VES works including the raised crossing at the Co-op has been established further works along the main road may be considered.

- c. Traffic accidents by the Angel; noted.
- d. Re play area at Gardeners Walk – A resident had written objecting to the play area. The objections were noted and it was agreed to respond to reassure the resident that there would be sufficient open space left for football and similar games and that their concerns will be addressed. The Clerk, Cllrs Barnes and D Johnson are meeting with the contractor this week to progress plans.

Cllr Lansley left the meeting at 22:01

- e. From resident offering picnic table; the PC agreed to thank the resident but to decline the offer as there are concerns about the available space.
- f. Auto speed watch; it was noted that this system automatically records speeding vehicles allowing the identification of cars that persistently speed and allows reporting to the Police Authority. It was agreed that the Clerk makes further enquiries and a working group be set up to manage speed watch noting there are residents that have volunteered to assist.

Hb19.63 - Tree planting - It was agreed to defer this item to the next Highways meeting.

Hb19.64 - Other Items for Information - None

Hb19.65 - Recruitment of Gardener – Interviews have been held for the position of Gardener. It was made clear at interview that the preferred candidate would not accept the role at the rate offered. Following consideration of the rates of pay in comparable National Trust roles and the PC's staff the suggestion is that the role be offered at the same rate as the Assistant Clerk (point 10 on the NJC scale) and this would be acceptable to the candidate. It was RESOLVED to offer the post at point 10 on the NJC scale. Proposed by Cllr D Johnson, seconded by Cllr Hardingham. All in favour.

Hb19.66 - Quotes for tidying and maintenance of Theynes Croft car park.

Following consideration of the three quotes received, it was RESOLVED to accept the quote from Idverde at £242.66 for immediate works and an annual maintenance cost at £1,491.12. Proposed by Cllr Hardingham and seconded by Cllr Wilkinson. All in favour.

Meeting closed at 22:13

Date of next meeting – 5th August 2019