

# LONG ASHTON PARISH COUNCIL

## HIGHWAYS AND BURIAL GROUND COMMITTEE MEETING

### 19:30, 3<sup>rd</sup> December 2018, Jubilee Pavilion

Present: Mr N Moorcroft - Chairman

Mr C Cave

Ms S Hardingham

Mr M Harris (left at 19:52)

Dr P Jackson (from 19.32)

Mr A Johnson

Ms L Lansley

Mrs J Pullin

Mr M Semple

Mr I Scoones

Mr R Sterland

Mr J Thomas

Miss M Uppington

Absent:-

Mr A Batt

Mr A Cartman

Mrs S Hughes

Mrs B Mackwood

Mr S McQuillan

Mr A Wilkinson

In attendance - The Clerk, Dr JE Turp, Tracy Warren, Assistant Clerk (minutes) and Mr Peter Ashby, Volksfest and two members of the public (one arrival at 19:37).

Before the meeting at 19:15 pm Peter Ashby from Volksfest met with Councillors to discuss the 2018 event, he left at 19.28.

It was agreed that the NS Parking consultation (agenda item 18) would be discussed after Leigh Woods issues ( item 6).

Hb18.105 - Apologies for absence; were received from Cllrs Cartman, McQuillan and Wilkinson.

Hb18.106 - Declarations of Interests and Grant of Dispensations

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

Hb18.107 - Minutes of the previous meeting

The minutes of the meeting held on the 8<sup>th</sup> October 2018 copies having been circulated, were confirmed as a correct record and signed by the Chairman. Proposed by Cllr Miss Uppington and seconded by Cllr Cave. All in favour.

Hb18.108 - Exclusion of the press and public

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

Hb18.109 - Matters arising

a. Hb18.90a – Management Agreement - response from NSC to PC concerns; the letter detailing the PC's concerns about the management agreement has been passed to NSC's planning department but a response has yet to be received.

19:37 – a member of the public joined the meeting.

b. Hb18.90b – Dog Bins; no update.

c. Hb18.90d – Path opposite the Doctors' surgery; A reply has been made to NSC's letter re prioritisation of the work in the above area asking for a copy of their risk assessment but a reply has yet to be received. It was agreed to keep this item on the agenda.

- d. Hb18.103 – Response re Himalayan Balsam; Bristol Council confirmed they don't currently treat Himalayan Balsam. NSC has yet to respond re the plants by the Park and Ride.

#### Hb18.110 - Leigh Woods

- a. Parking issues (including parking of caravans) and yellow line progress – update. The LW parking scheme has been delayed by the NS area wide parking consultation, but it hoped that the agreed scheme will still be carried out. Three caravans in poor condition are parked in North Road with no associated cars. The police have been informed but the vans are legally parked and proceedings can only take place if people are living in them. The site is being monitored. It was noted that NSC can be contacted for parking issues.
- b. Broken notice board; It was confirmed that a contractor will be used to mend the board as it is very heavy.
- c. Overhanging shrubs; Cllr Harris will inform the Clerk of the addresses where hedges are obstructing the footpath.

#### Hb18.111 - NS Parking consultation – to discuss and agree response.

The PC has received a letter from the leader of NSC asking for comments from PCs about the parking issues facing their parishes. It was agreed to set up a working group to respond to the consultation. Cllrs Cave, Harris (as Chair), A Johnson, Moorcroft and Sterland were appointed to the group who will provide the response as soon as possible. Cllr Harris to arrange the meeting.

19:52 Cllr Harris left the meeting

#### Hb18.112 - Ashton Brook and Flood Management

- a. Update on flooding issues and to agree any action if required. It was suggested to the PC that an independent consultant is engaged to assess the design criteria of the Bund and its maintenance requirements. It was noted that Groundworks South are launching a new digital platform to work with communities that are liable to flooding and agreed that a meeting to discuss their initiatives may be helpful.
- b. Response from NSC to question about the flood alleviation scheme; NSC reiterated its earlier response and offered no timescale to look at the FAS in Theynes Croft.

#### Hb18.113 - Footpaths

- a. The following report was given by Cllr Lansley:
- The kissing gate on 'Toboggan Hill' (Research Centre land) has been made more accessible over the summer; a small working group have in addition installed handrails last week.
  - The path from Providence Lane to Long Ashton Golf course has been cut back and although still narrow is adequate for walkers to pass.
  - Grass cutting has taken place along the footpath known as 'Seven Streams'
  - Gate LA12/2 – Flax Bourton; a gate has been fitted onto Clevedon Road in early September 2018 - this was previously a potential hazard to the open road. Although the gate is in this parish, the cost of the work was shared with Flax Bourton PC with this PC paying £53.
  - Cllr Lansley noted the Research Station Manager has provided the materials for repairs and it was agreed that the PC should send its thanks.
- b. Peel Park footpath – The NSC PROW officer has written to enquire as to the owners of Peel Park in order to proceed.
- c. Parsonage Road footpath - update following letters to Persimmon and NSC. There has been no response the letters. The DMMO application for this path should be considered early next year.

- d. Sign for Dawson Walk; Costs for the sign were confirmed as £278 + £95 delivery and installation costs. It was RESOLVED to accept this expenditure. Proposed by Cllr Hardingham and seconded by Cllr Jackson. All in favour.
- e. Response from NSC to resident's suggestion re pedestrian route to the Park and Ride. The PROW officer pointed out that that the suggested route was not compatible with the previously agreed plan to divert the footpath to a riverside route connecting the SBL to the entrance of the P&R and that the application for this is currently being drawn up and will be out for informal consultations in due course. The PC noted that the current footpath is often unusable and the diversion will help with waterway maintenance and RESOLVED not to proceed with the resident's suggested route and to support NSC's application. Proposed by Cllr Moorcroft and seconded by Cllr Cave. All in favour.

#### Hb18.114 - Burial Ground and Closed Churchyard.

- a. Heaven Scent Garden – No update.
- b. Garden of Remembrance - to agree work to be carried out to improve area and to approve expenditure. Photographs of the site were viewed. Cllrs Moorcroft and Mrs Pullin outlined their proposals for works to trees and shrubs, suggesting that shrubs should be cut back and maintained to the wall height to give a better view, to allow the grass to seed and grow and provide a better environment for visitors. Cllr Mrs Pullin confirmed plot holders desire an area for tributes to be laid, suggesting slabs. However, it was agreed that this should only be considered once the effect of the tree work had been seen.

The meeting was adjourned at 20:18 to allow two members of the public who are plot holders, to speak.

The meeting was reconvened at 20:22

It was RESOLVED that the tree works can proceed at a maximum cost of £3,000 subject to two quotes being obtained. Proposed by Cllr Mrs Pullin and seconded by Cllr Lansley. It was confirmed that the specification should be copied to the clerk so a faculty can be obtained from the Diocese for the works. It was noted that all the tree work will need planning permission as the burial ground is in a conservation area and that this will take about two months. If the works are not giving permission by NSC they will not be able to take place.

Two members of the public left the meeting at 20:24

#### Hb18.115 - Road safety issues.

- a. Vehicle Activated signs – to discuss latest data analysis; Cllr Sterland reported that the unit by Bourton Mead appeared to be faulty and he is unable to download data from it at present. He will investigate these issues further, noting that this was not an ideal location. The second unit at the other end of the village is believed to be recording correctly.
- b. Yanley Lane - to discuss the speed monitoring results, correspondence from a resident and whether to agree to proceed with North Somerset's proposed changes. The results of the speed survey have been received from NSC and in response to the results NSC have drawn up plans for a 40 mph speed limit and a gateway. NSC would be prepared to fund 20% of the cost leaving £4,800 for the PC to fund. If the PC wanted to go ahead with the work NSC can add them to the 2019/20 programme of works. Letters have been received from a resident expressing doubt that a 40mph limit would help and also questioning the timing and location of the data collection. It was agreed to write to NSC to thank them for their proposal but to advise them that the PC did not feel that this would be the best way of answering the problems in the road and that as far as the PC is concerned the priority is to reinstate the two humps whose efficacy was reduced by the resurfacing at NSC cost and to request an additional hump.

To highlight the problems on the road a dash cam recording showing a vehicle driving dangerously through Yanley Lane near school pick up time was shown to the committee and has also been shown to a NSC Highways Officer and the police.

#### Hb18.116 - Hollis Close

- a. Response from NSC to the committees concerns; noted.
- b. Report on discussions held with North Somerset Council and to discuss whether the PC is prepared to fund some work.

Cllrs Cave and Thomas met with NSC Highways, but there was no acceptance of the problems by the officer. Cllrs pointed out that the lack of kerbing and tactile surfaces at crossing points made the area hazardous for vulnerable residents. Cllr Cave is continuing to pursue this with NSC. Cllr Thomas reported that Liam Fox MP has also made a site visit and has written to NSC, however, the reply he received suggests that the issues are not understood by NS and Dr Fox will write again and request a meeting with the officer. A NSC officer has suggested that if the PC want to pay for the reinstatement works it will cost about £5,000.

#### Hb18.117 - Festival Way

- a. To receive any relevant items for information. The PC noted that most of last year's planting around this end of the SBL has died and NSC and Forest of Avon are overseeing replanting which should be done by the end of January 2019. Residents noted that the trees used are not always indigenous species. It was noted that greater noise shielding is required to Glebe Road and Parsonage Road as the noise increase from the SBL in this area is dramatic.
- b. Bench for walkers - possible site and to agree bench/seat style.  
It was agreed to seek to place a seat close to the bridge near the community allotment, facing the stream. Cllr Lansley will plot the exact site. The landowner will be asked for permission. Following discussion and a vote on seat designs it was RESOLVED to accept the quote of £430 for the 'Martindale Seat'. Proposed by Cllr Moorcroft. Carried with one abstention.

#### Hb18.118 - Biodiversity

- a. To consider the draft "Biodiversity Statement of Intent" to discuss any changes and to adopt; it was agreed to remove this item from the agenda as the draft would not be available for some time as the working group members are involved with the library working group.
- b. Working group - to consider the draft terms of reference to discuss any changes and to adopt. It was agreed to also remove this item from the agenda.
- c. To receive any relevant items for information - None

#### Hb18.119 - Village Enhancement Scheme (VES) working group

Cllr Hardingham gave the following report:

"The latest drawings and budget have been circulated. The working group will require some minor tweaks to the drawings, but are pleased that we have a workable budget figure.

We will go ahead with the consultation in January, finalise the plans in February and hopefully give the go-ahead to NS by the end of February. The plan is that the works are done in the next financial year.

Consultation with the businesses in the shopping area is important; we plan to invite them to a meeting to explain the proposals so that as much information can be available as possible.

The 20mph limit warrants a separate leaflet to the whole village so that residents are fully aware of the changes plus making this information available on Facebook and the PC website. Input from a graphic designer will be helpful. The leaflet will invite comments. A

display event will also be helpful so that residents can come and talk to us and fill in a comment sheet, perhaps in early Feb. We can give the date in the leaflet.

To put the figures together:

1. The working group will use the existing NDP budget of £1,800 on this consultation; this has previously been discussed.
2. In addition the working group would require a budget of £32,000; this includes the NS fees for preparing the drawings plus a contingency of £1,000, and the works at £29,000.
3. The scheme will also include some seating and planting using the grant of £1,050 from the recycling project.
4. The original drawings included treatment of the Wild Country Lane junction, but this was beyond our budget. However, some traffic calming would be possible; this could be some "slow" markings on the road and some countdown yellow bars, details are still to be worked up with NSC. I suggest that in view of the CIL receipt we allocate a further £1,000 for this work."

Cllr Hardingham confirmed NSC have previously agreed that NDP grant monies remaining can be used for the VES consultation and the NSC drawings fee is £2,000. It was RESOLVED to approve the proposals with works to be carried out next financial year subject to consultation and final approval at full Council. Proposed by Cllr Hardingham and seconded by Cllr Sterland. Carried with one vote against.

It was RESOLVED to allocate £1,000 for traffic calming measures at the Wild Country Lane junction. Proposed by Cllr Hardingham and seconded by Cllr Cave. All in favour.

It was noted by the PC that the yellow lines marked on some roads had disappeared either by wear or due to resurfacing, and it would be cost effective to reinstate these when the VES works or the Leigh Woods works are being carried out. NSC will be reminded of the lines that need attention.

#### Hb18.120 - SBLR and MetroBus

a. To discuss response from MetroBus to the PC concerns about pricing and usage. Cllr Cave discussed this at the recent Joint Scrutiny meeting and confirmed First Bus has reviewed fares and zoning so that the fares from the Park and Ride are the same as those on other parts of the route. MetroBus confirms that usage of the route has increased (compared to the old 903 route) because of the intermediate stops usage. Concern was expressed that the ticketing arrangements make it difficult for people without a bank card to use the service.

b. To receive any relevant items for information – none.

#### Hb18.121 - Cycle Forum – The circulated report was noted.

Hb18.122 - Bus stop opposite Lovelinch Gardens – to agree type of seat and to agree expenditure. It was RESOLVED to proceed with the single seat from Townscape at a cost of £357 proposed by Cllr Moorcroft, carried.

#### Hb18.123 - It was RESOLVED that the following amounts be passed to F&GP to be included in the 2019/20 budget.

- a. Bund design study to allow understanding of how the bund and penstock are meant to work – £1,500. Proposed by Cllr Sterland, seconded by Cllr Cave. All in favour.
- b. Leigh Woods – An extra £1,000 for the Leigh Woods parking scheme to add to the £9,000 in earmarked reserves for this project. Proposed by Cllr Hardingham, seconded by Cllr Cave. All in favour.
- c. Footpaths – £1,000 - Proposed by Cllr Lansley, seconded by Cllr Cave. All in favour

- d. Road safety– £5,000 for Yanley Lane and £5,000 for Hollis Close. Proposed by Cllr Hardingham, seconded by Cllr Thomas. Carried with one against.
- e. VES - £32,000 for the project, £1,050 for seating and £1,000 for traffic calming around the Wild Country Lane junction. Proposed by Cllr Hardingham, seconded by Cllr Sterland. Carried with one against.
- f. Burial ground; ongoing maintenance – it was agreed that in order that extra work can be undertaken on the garden of remembrance that the Burial Ground maintenance budget should be increased to £13,000 from £9,000. Proposed by Cllr Moorcroft and seconded by Cllr Sterland. All in favour.
- g. Commuted sum for Peel park – It was pointed out that at some point the commuted sum received to look after the Taylor Wimpey areas including Peel Park will run out and it was suggested that the PC should start to build up reserves against this. Following discussion it was agreed that there is still a considerable proportion of the sum remaining so that this was not pressing at the moment and should be considered for future years.

#### Hb18.124 - Review of burial fees.

It was noted these have been unchanged for some years and costs for expenditure outweigh income. Revised fees were agreed reflecting an average rise of about 5% to be applied from 1<sup>st</sup> April 2019. It was agreed that there would be no charge for the interment of any child less than 18 years old.

#### Hb18.125 - Correspondence

- a. From Nailsea Running Club re Ironwood race – the date of the race was noted.
- b. A relative has asked if she can plant bulbs on a plot in the closed churchyard. This was agreed. It was noted that this wouldn't be permitted in the burial ground.
- c. From resident re broken sewer; The Clerk was told of a broken sewer leaking into Ashton Brook, Wessex Water were informed and they will fix the damage and have advised the Environment Agency of the pollution incident.
- d. From resident re street lighting and the effect on crime. A letter has been received from a resident asking that, given the increase in crime levels in Long Ashton that the PC should ask NSC to requesting that the policy of lights being switched off after midnight be changed. It was agreed that a letter would be written noting the increase in crime and requesting that LED lights are used where possible.
- e. A resident has written saying that if the PC would ask NSC to tarmac the whole width of Church Lane he would be happy to clear it. It was agreed to reply that though this would be good it wouldn't be taken forward as there are more urgent priorities requiring funding.

#### Hb18.126 - Other Items for Information

Letters written by clerk under delegated authority. The Clerk has written one letter re an overgrown hedge.

#### Hb18.127 - Village Orderly and Gardener pay; to set rates to apply from April 2019

These staff are currently paid in line with the Living Wage Foundation living wage which is being increased to £9/hr for the next year. It was RESOLVED to increase wages from £8.75 to £9 per hour from April 1<sup>st</sup> 2019. Proposed by Cllr Cave, seconded by Cllr Semple. All in favour.

Date of next meeting – 28<sup>th</sup> January 2019

Meeting closed: 21:52