

# LONG ASHTON PARISH COUNCIL



## COUNCIL MEETING

19:30 - 20<sup>th</sup> January 2020, Jubilee Pavilion

Present:- Mr D Johnson (Chairman)	Absent:-
Ms L Anderson	Ms C Fagg
Ms S Barnes	Mr O Lloyd-Jones
Mr A Cartman	Mr M Semple
Mr C Cave	Mr T Weir
Ms S Hardingham	
Mr M Harris	
Ms L Lansley	
Mr C James (From 20:13)	
Mr P Jackson	
Mr A Johnson	
Ms R McAllister Kemp	
Mr S McQuillan	
Ms C Sellars	
Mr A Wilkinson	

In attendance - The Clerk; Dr Janet Turp, Assistant Clerk; Tracy Warren (minutes) and one member of the public.

Public Participation - Prior to the formal meeting a resident spoke about his concerns regarding the War Memorial and Churchyard Trust.

C20.001 - Apologies for absence were received from Cllrs Fagg, Lloyd-Jones, Weir and Mr M Riggall, NSC Parish Liaison Officer.

### C20.002 - Declarations of Interests and Grant of Dispensations

Interests to be declared during the meeting. Dispensations were requested by Cllr Cave for items relating to LACA and for Cllr Jackson, who has a pecuniary interest in the youth club, to be able to take part in discussions including budget items, but not to vote.

It was RESOLVED to grant the dispensations requested so that the necessary information on these bodies could be provided to the Council.

It was noted that Cllr Cave, as the PC representative for the Churchyard Trust, already has a dispensation to take part and vote on matters relating to the trust.

### C20.003 Exclusion of the press and public

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

### C20.004 Chairman's remarks

The Chairman welcomed prospective councillor Colin James to the meeting and thanked Cllrs for their continued participation and the Clerk for her work on the Council papers. The Chairman confirmed the PC's new branding is in place with banners and leaflets now available for use. The Chairman asked Cllrs for ideas to promote the PC and for contributions to the February newsletter, including the work the PC is involved in, to be submitted to the Clerk, by 10:00 on 1<sup>st</sup> February.

#### C20.005 - Parish Council Minutes

The minutes of the meeting held on the 25th November 2019 having been circulated, were confirmed as a correct record and signed by the Chairman.

#### C20.006 - Matters arising for information

- a) C19.181a - Bank mandates; the amended HSBC mandate has been sent and other mandates are being finalised.
- b) C19.187d - North Somerset Parish and Town Councils group - information is awaited from Clevedon TC.
- c) C19.192 – Gardeners Walk Play Area; A post installation survey has been carried out and has identified some low risk faults which will be passed onto Sovereign for resolution. The play area was noted to now well used, but very muddy which may need to be addressed. Cllr McAllister Kemp will produce an article for the next newsletter.

#### C20.007 - Vacancies

It was RESOLVED that Colin James be co-opted as a Cllr onto the Parish Council. Proposed by Cllr McQuillan and seconded by Cllr Jackson. All in favour.

20:12 - Meeting suspended for Cllr James to sign the Declaration of Acceptance of Office.

20:13 - Meeting reconvened with Cllr James joining the meeting.

The Chairman welcomed Cllr James and it was noted that the PC now has 19 Cllrs. It was agreed that, as Cllr James had not received papers for, nor been summoned to, the meeting, he could take part in the discussion of agenda items but not vote.

#### C20.008 - Planning Committee reports

The reports of the Planning Committee of the meetings held on 11th November and 9th December (previously circulated) were adopted. Proposed by Cllr Anderson and seconded by Cllr Harris. All in favour.

#### C20.09 - Highways and Burial Ground Committee

- a) The report of the Highways and Burial Ground Committee of the meeting held on 2<sup>nd</sup> December (previously circulated) was adopted subject to amendment by the committee. Proposed by Cllr McQuillan and seconded by Cllr Barnes. All in favour.
- b) Committee name; the Committee resolved to recommend to Council to change its name to 'The Environment Committee'. The resolution to change the name to The Environment Committee was proposed by Cllr Hardingham and seconded by Cllr Lansley. An amendment to the resolution to change the name of the Committee to 'Highways and Environment Committee' was proposed by Cllr Cave and seconded by Cllr A Johnson but was not carried. The original resolution was therefore voted upon and it was RESOLVED to change the name of the committee to 'The Environment Committee' with the understanding that this includes all aspects of the environment such as the burial ground, roads and footpaths. Motion carried with 1 abstention.

#### C20.010 - Finance and General Purposes (F&GP)

- a) The report of the F&GP Committee of the meeting held on 16<sup>th</sup> December was adopted. Proposed by Cllr Hardingham and seconded by Cllr Cave. All in favour.
- b) It was RESOLVED to adopt the budget as recommended by the F&GP Committee. Proposed by Cllr Hardingham, seconded by Cllr Cartman. All in favour.
- c) Precept – F&GP had recommended a precept of £188,000. The difference between the PC's budgeted expenditure of £212,000 and the precept is funded by £18,000 from the s106 money held in reserves for the maintenance of Peel Park and the other areas on the Taylor Wimpey estates and £6,203 from general reserves. The increase in expenditure was noted to reflect the increase of services taken over from NSC and

includes additional staffing, the Gardeners Walk play area, Theynes Croft car park, the skate park, an increase in provision for LACA and road safety.

20:30 – Cllr Jackson left the room.

It was RESOLVED to set the precept at £188,000 representing a 6% rise, or £3.89 a year increase on the Band D tax. Proposed by Cllr Hardingham and seconded by Cllr Sellars. Carried with 1 abstention.

20:32 – Cllr Jackson re-entered the room.

d) Terms of the grant and provision for LACA – The PC is appreciative of all that LACA does to manage the community centre and provision of £34,500 has been made in the budget for LACA representing 18.4% of the precept. Cllr Hardingham reported on the issues around its payment requiring consideration. Three constructive meetings have been held with LACA; however, there are still a number of unanswered concerns.

The grant application allows for a smoothing of predicted maintenance costs to 2026 and LACA predict that a large shortfall will arise in 2026 if the grant is cut back. However, this does not take account of any external grants that may be awarded nor s106 funds which would reduce the long term funding required. LACA's operational costs are covered by their operational income and maintenance (reactive and planned) costs are met from the grant. It was noted that room hire charges will be increased next year (20/21) but it was not clear that this was reflected in the budget presented to Council. At present LACA has quite large reserves, more than the £20,000 - 30,000 in their reserve policy and it is not clear how these have been applied to the long term maintenance costs. It was pointed out that the requirement to smooth the maintenance costs is more the concern of the tax-raising body providing the funds rather than the recipient, so could point towards the PC making and retaining such provision.

It was acknowledged that the current lease to LACA expires in 2026 and for the purposes of grant applications a longer lease is advisable for example 49 or 99 years. LACA will put together the case for this.

It was agreed that LACA should work with the PC in its climate and biodiversity aims and suggestions could be made to LACA as to how this might be done.

It was RESOLVED that £5,000 of the grant is retained by the PC as provision for potential long term repairs or other uncertain requirements or developments in regard to the Community Centre and its facilities; this will take into account the governance, transparency and accountability that the PC can provide in respect of public funds and their use. The remainder of the grant (namely £29,500) will be paid to LACA on terms that they should co-operate with LAPC to answer and work through the outstanding queries and concerns and also to assist towards the biodiversity aims of the PC". Proposed by Cllr Hardingham, seconded by Cllr Cartman, all in favour.

#### C20.011 - Climate Emergency

a) LA CAN - Cllr Lansley confirmed the initial meeting of LA CAN held on 27<sup>th</sup> November was positive, and gave the following report;

- An email has been sent to the Manager of Long Ashton Co-op and 'Pioneer Co-op' representative for North Somerset, with the aim of joint working to reduce waste and unnecessary packaging and to increase involvement with the community.
- Contact has been made with the University of Bristol (UB), Fenswood Farm Manager, who has agreed to involve us with their plans to plant trees on the farm estate as well as rewilding borders.

- A group member is talking to local farmers regarding the feasibility of using arable land for vegetables, potato and fruit growing. UB will be involved with these discussions once proposals are clear.
- The Centre for Sustainable Energy (CSE) is offering in-depth home energy saving surveys across the area and some local residents are finding this very valuable. Information can be found at <http://www.cheeseproject.co.uk>
- CAN are to have a stall at the next Village Market.

It was agreed that the Environment committee will discuss formalising the PC relationship with CAN and invite Bill Roberts to attend.

- b) NSC Rewilding consultation; the consultation deadline is the 24<sup>th</sup> January. It was agreed that the PC will respond to confirm that it agrees with NSC's rewilding actions and that highways land and the link road exchange land should be included in the rewilding scheme. It was agreed that the Clerk with the Chairman and Cllr Lansley should discuss small areas of land within the parish that the PC would like to be rewilded.

#### C20.012 – 'Long Ashton Parish Council Strategy 2019-2023 - A Council for the 2020s' – Draft for Consultation

The Chairman was thanked by Cllrs for preparing the document. Following discussion it was agreed to also include Health & Wellbeing, Climate Emergency and engaging young people and specifically to mention community engagement by the use of working groups, the youth club and other areas of involvement such as PACT. It was agreed that Cllrs will send any further comment to the Chairman and that he and Cllr Jackson will prepare an amended draft to circulate for consultation. The result of the consultation and the revised document will be discussed at the next Council meeting. It was RESOLVED that the amended document be circulated for consultation – proposed Cllr D Johnson and seconded by Cllr Jackson. All in favour.

#### C20.013 - Council Issues

- a) It was RESOLVED to appoint Cllr Sellars to all Parish Council committees and to the Youth Club Management committee and the Community Engagement working group.
- b) No other changes to appointments to committees were requested.
- c) Annual Parish Meeting (27<sup>th</sup> April) – It was agreed that UWE team that have looked at the benefits of 20 mph speed limits be approached to give a presentation and that the Community Engagement working group looks at the format of the meeting to allow more participation still allowing for questions from residents and reports from the Chairman and Chairs of the committees.
- d) Broadband contract renewal – Following the Clerk's recommendation, it was RESOLVED to agree to continue with BT as the broadband provider and to delegate its renewal to the Clerk. Proposed by Cllr Wilkinson and seconded by Cllr Anderson. All in favour.
- e) Northleaze BT telephone box - Following the resolution at the Council meeting on 14<sup>th</sup> October 2019 to agree to adopt the telephone box and the satisfactory response to question, it was RESOLVED to sign the agreement with BT to purchase the telephone box. Proposed by Cllr Anderson and seconded by Cllr Cave. All in favour.
- f) PO Box renewal – it was RESOLVED to renew the PO Box facility by cheque payment at the cost of £225 (plus V.A.T). Proposed by Cllr Wilkinson and seconded by Cllr Barnes. Carried with 1 abstention.
- g) Telephone contract renewal – following discussion with Cllrs Hardingham, Jackson and D Johnson, and to avoid going out of contract, the telephone contract has been renewed with Mainstream Digital at a similar cost to the current contract.
- h) Inclusion of Leigh Woods Village Design Statement in the NDP – The LW village design statement was inadvertently omitted from the NDP, it was included in the NDP

review but this was not progressed due to the complexity of the process. It was agreed that Cllr Harris can discuss with NSC the inclusion of the Leigh Woods Design Statement in the NDP and that it is included on the Planning Committee agenda.

#### C20.014 - Working Groups

- a) VES working group – a full report will be presented at The Environment committee meeting.
- b) Library working group – Cllr McQuillan gave the following report  
“The Community library working group is currently engaging with LACA to agree the exact location, size and dimensions of the community library. We are meeting them at a site visit on Friday morning. The key decision we are focusing on is a choice between 2 larger containers or 3 smaller containers, which will be informed by the site visit and updated costs of both options (currently being sought from the relevant contractors). After we have met with LACA and decided which solution is best, this will be brought to council as a proposal. Following this we will be updating drawings and applying for planning permission.  
A set of terms of reference (TOR) from Congresbury Community Library have been obtained. It is proposed that these are used as the basis of the TORs for the Long Ashton Community Library management committee, with at least one LACA trustee being a member. Any feedback on this idea from council would be welcome so that we can begin drafting TORs. We have around 100 potential volunteers on our mailing list, and a Facebook profile with around 100 follows.

He confirmed that a very successful meeting has taken place with LACA to discuss the dimensions and placement of the containers for the Library use and LACA Trustees are shortly to meet to discuss the proposals.

- c) Skate Park working group – Cllr Jackson’s report below and initial budget (previously circulated) were noted:  
“Further to the Skate park Working Group meeting with the Community Association to update on the working group activities and to discuss the Peel Park site, the points raised by LACA on the proposed site are being addressed. A follow up meeting is being arranged. Discussions on the site included maintenance vehicle access and location of the park drainage pipes. An initial budget and fundraising plan has been prepared and discussed at F&GP in December. The Working Group will prepare a questionnaire to go out to residents; this will be brought back to F&GP or Council for approval.”
- d) Superfast broadband working group - No report
- e) LULA working group – LULA request for space to store decorations was noted and that if this was stored in the new storage facility at the community centre a charge may apply. It was agreed to liaise with LULA in placing an article in the newsletter to advertise for volunteer support, storage and to thank LULA for their work.
- f) Community Engagement working group – will meet on 22<sup>nd</sup> January at 16:30. With regards to the Community Engagement Officer it was agreed that the Chairman and Cllr McQuillan will meet to discuss the job description

#### C20.015 - Long Ashton Community Association

- a) Report for information; Cllr Cave gave the following report. “LACA Trustees are volunteers and work very hard. Regrettably Sarah Leong, LACA’s Manager is leaving in March and it will be difficult to find a replacement of her quality; 4 applicants are to be interviewed for the post. The £34,500 grant requested for 2021 is the minimum required to spread maintenance costs evenly over 6 years. The current lease expires in 2026 and the remaining term is less than that required to apply for many grants and

LACA has put forward their lease requirements. A meeting has been held with the Library Working Group and one is to be convened with F&GP.”

The Chairman has met with LACA’s manager and suggested it would be useful for LACA trustees and the PC to meet to informally discuss their strategies.

- b) LACA Trustees; The re-appointment of Mrs Jean Pullin and Jane Booth as LACA Trustees was agreed.
- c) LACA PC representative; The Chairman asked Cllrs to consider the role. Cllr Cave confirmed he would be happy to take this role if no one else put their name forward.

It was agreed to bring forward the correspondence item ‘From War Memorial and Churchyard Trust’

#### C20.016 – Correspondence from the War Memorial and Churchyard Trust

The Trust has written to request that the PC obtain landlord approval and give permission for the Trust to build a war memorial. This was discussed and it was agreed that there were issues around the Trust that need to be clarified before permission can be given. It was agreed that a request will be made to the trustees for a meeting between them and Cllrs Hardingham, Jackson and D. Johnson to address the PC’s concerns. However, it was agreed that in the meantime, the Clerk should write to NSC about amendment of the lease.

#### C20.017 – Close of meeting

As it had reached 10:00 pm the meeting was closed and it was agreed that the Chairman, in consultation with the Clerk, would decide on a way to deal with the unconsidered agenda items.

Meeting closed at: 22:03

Date of next meeting: Monday 16th March 2020