

LONG ASHTON PARISH COUNCIL

COUNCIL MEETING

19:30 – 23rd November 2020

Held remotely by video conferencing



Present:

Mr D Johnson (Chairman).
Ms L Anderson.
Mr C Cave.
Mr J D'Alesio.
Ms C Fagg.
Ms S Hardingham.
Mr M Harris.
Mr P Jackson.
Mr C James.
Ms R McAllister Kemp.
Ms J Purkiss.
Mr A Wilkinson.

Absent:

Mr S McQuillan

Also in attendance; The Clerk: Mr Scott Jacobs-Lange. Minute-taker: Ms Jenny Howell.

Public Participation

Before the formal meeting Cllr Cave made a statement in their capacity as a member of the public.

C20.146

Apologies for absence

Apologies were received from Cllr McQuillan.

C20.147

Declarations of Interests and Grant of Dispensations

No new dispensations were requested.

C20.148

Exclusion of the press and public

There were no items requiring the exclusion of the press and public.

C20.149

PC priority projects

a. Updates from the Working Groups on:

i. **The Village Enhancement Scheme (VES) Project.**

Cllr's James and D Johnson provided a short update relating to the competition to work with Birdwell and Northleaze schools to design banners to enhance 20mph and planter schemes. Cllr Hardingham raised issue of speed enforcement. Cllr's Cave and McQuillan asked to liaise with local police to discuss their involvement to achieve a satisfactory outcome. Cllr Cave queries rationale of the Planters. Cllr D Johnson explained these related to Covid-19 social distancing, not speeding.

ii. **The Community Library space**

Cllr Fagg provided a brief update. Contact made with volunteer project consultant keen to help both projects. Next stage joint working group to guide the Parish Council through going out to tender for both library and skatepark.

b. **Skate Park Project Advisory Group**

Cllr Jackson reported on the Skatepark survey. The survey which ran in October and November 2020 is now closed but received a significant response. Those completing survey were also asked to provide info on their household. There were submissions from

461 households which covered 1,395 residents. Data to be analysed over the coming weeks and results will be brought back to the Parish Council for decision making.

Both the skatepark and community library projects will be looking to get out professional tenders. The formation of Project Advisory working groups was discussed. There are a number of issues common to both projects. F&GP recognised gaps in experience and skills and have recommended the two projects make best use of recent tenders and where possible engage local construction Project Manager. Representatives have met with a local construction Project Manager and recommend the Project Manager join the working group together with the Clerk and representatives of the two project working groups. Questions were invited and discussion included:

- Fundraising and seed-corn monies in place.
- Grant funding opportunities: local activities, PC, CIL/S106, grant funding opportunities from national bodies.
- Contracts and Licencing thereof.
- Engagement with designers and subsequent planning permission.
- Tender process and procurement rules.

It was noted that the Skatepark working group and Community Library working group will still be putting the detail together but the Parish Council recognised elements where both working parties need expert advice. The proposed Project Advisory Working Group (PAWG) would work independently to look at the draft tender process and provide recommendations to Council. The external expertise within the PAWG would be intended to support the Library and Skate Park working groups and inform both projects.

RESOLVED: That the Parish Council set up a Joint Project Advisory working group.
This will cover both the Skatepark and Community Library projects with advice feeding into both working groups.

RESOLVED: Membership of the Joint Project Advisory working group to include: The Clerk, Construction Project Manager (*working for the Parish Council on a pro bono basis*) and Cllr representatives from the two working groups including: Cllr's Wilkinson, Purkiss, Jackson, McAllister-Kemp and Fagg).

C20.150

Community Engagement Working Group

The Chairman provided an update on the leaflet for North Somerset's planning consultation. The draft has been edited to include feedback from members.

Clerk to circulate final draft with final comments kindly requested by midday 17th November 2020. Discussion took place around QR code (confirmed as working).

Members noted some residents may not be clear what is best for the village and concerns raised around how answers may be interpreted. It was also reported that depending on how answer early questions influences what questions come up later on. Cllr Fagg recommended downloading the PDF questionnaire to look at the structure of the consultation and in order to follow the options through. This can be accessed from the QR code on the leaflet. It was also noted that online submissions are only accepted and one response accepted from each address (residential households, Cllr households and one from the Clerk on behalf of the Parish Council). Cllr McAllister-Kemp suggested members considered creating a video of the consultation questionnaire to show residents how different answers influence the route of the next question to the final outcome and give a number of examples. It was raised that the Parish Council need to be prepared for the questions from residents.

A Cllr asked whether there could be a suggested response for those residents looking for help in responding however concerns were raised that these submissions could be counted as one response. It was agreed that the Parish Council advice to residents should be for as

many households as possible to take a look and aim to respond. Cllr Fagg advised that the Greenbelt Working Group are meeting to review on 19th November 2020.

C20.151

Social Media Policy – to review draft policy and to adopt.

Cllr McAllister-Kemp introduced the draft Social media Policy and recommended the Digital and Social Media Policy is adopted by the Parish Council. Cllr McAllister Kemp asked members to note the following:

- The policy is based on SLCC model policy adapted to suit Long Ashton Parish Council.
- The policy should be revised annually.
- This policy is not a strategy document.
- The policy sets parameters and serves as guidance to Cllrs, Officers and residents as to the Code of Conduct that should be followed when communicating digitally and via Social Media.

Discussion took place around comments made on social media in a member's capacity as a resident and as a Cllr. Cllrs were reminded to use Council email address for all council business / correspondence due to the General Data Protection Regulation 2018 (GDPR). Overlap between personal social media accounts and council business was considered. A Cllr advised that they had received an abusive message and asked what sanctions there are for receiving abusive statements over social media. At present the guidance is a policy setting expectations for council members, officers and residents.

It was recommended that the Clerk should be forwarded any abusive emails or social media posts to monitor and identify any problem requiring further action.

RESOLVED: The Parish Council adopted the Digital and Social Media Policy.

Clerk to obtain guidance from SLCC / NALC on two potential future additions:

- *Individual use of social media platforms (particularly when receiving and replying to messages as an individual or as a Cllr).*
- *How to respond to abusive emails or social media posts.*

C20.152

War Memorial

Cllr Cave provided a short report on the Long Ashton War Memorial Trust and advised that the Trust have now met Charity Commission regulations. There now exists a separate Long Ashton War Memorial Trust Charity Registration Number: 1192106 (covers building of memorial) with the intention to link to the Churchyard and Memorial Trust as originally recommended by Charity Commission. The trustees have followed Charity Commission's advice and trustees appointed represent various organisations in the community as well as individuals who have made significant positive contributions over many years. Trustees have succeeded raising funds to build the memorial to benefit the whole community without requesting funds from the Parish Council. The Trust are grateful to the Parish Council as leaseholders of the site. Despite setbacks, delays and challenges the trust reached the point they held a suitably socially-distanced ceremony on Battle of Britain Day. Work has commenced – stone salvaged from the legion building and is taking shape. Official opening planned to take place April 2021. Members supported this as a positive initiative supported by many in the community. Cllr Cave reiterated that the funds held by the old Long Ashton Churchyard and Memorial Trust are accounted for separately and used solely for that purpose within the closed churchyard. Members noted the report and thanked Cllr Cave and the Trust for the update and progress made. Further update due at the Environment Committee meeting.

C20.153

To agree amending the closing date for Small Grants applications to 1st Feb. 2021.

Cllr Hardingham provided background to this item. Usually applications for small grants (under £2,000) are requested before end November. A total sum is allocated in the budget and individual applications are considered in February. Grants are only made at the start of the next financial year so by moving the closing date to 1st February 2020 there will be no

delay to payments. A Cllr asked about Youth Grants. Cllr Hardingham advised that an element of grants could be earmarked to projects supporting young people.

RESOLVED: The Parish Council amended the closing date for Small Grants applications to 1 Feb 2021.

C20.154 **ALCA – update and report from AGM**

The Chairman provided a report on the Avon Local Council Association (ALCA) AGM. Most of discussion around budget proposal and proposed ALCA increase which Long Ashton Parish Council have previously supported at F&GP. Meeting was well attended and much discussion around what the increase will cover and will pay for.

C20.155 **Correspondence to discuss and agree response**

- **Bristol Tree Forum – availability of trees.**
Posted on the Parish Council website. Bristol Tree Forum are offering free oak trees. The Wildlife Trust are also offering community groups including Parish Councils free trees but a wider range. Parish to consider as ties up with the Biodiversity Action Plan. *Parish Council note the correspondence and would be keen to consider along with other options.*
- **ALCA – re Children’s mental health.**
Correspondence from CAMHS (Child and Adolescence Mental Health Service) have written to advise they are now having to close facilities locally and are under immense pressure financially. CAMHS have ask for Parish Council for support to raise the issues they are facing. Members discussed methods available to collect community views. *It was agreed that Cllr Anderson will draft a letter on behalf of the Parish Council which will circulated to members for comment. Once agreed, letter to be shared over Facebook / Parish Council website.*
- **From NSC requesting representative for Standards Committee**
RESOLVED: The Parish Council nominated Cllr Anderson as representative on NSC Standards Committee.
- **From NSC re Toucan crossing**
Correspondence received from NSC noted and work on the scheme at Festival Way is due to start February 2021.
Discussion points raised included:
 - Lack of communication - Parish Council have not been consulted, only presented with a final scheme
 - Parish Council have identified other areas of priority as well including Yanley Lane.
 - Sustrans charity recognise the location as worst in South West and one of the worst in the country.*It was agreed that the Parish Council request traffic flow management plan / system linking the three sets of traffic lights, ask for better future communication, determine whether consultation on a range of options took place and raise other priority areas including Yanley Lane. Cllr D Johnson and Cllr Fagg delegated this action.*
- **North Somerset Council – invitation from Jo Walker**
Members noted the invitation to a remote meeting received from Jo Walker, NSC to take place from 5:00pm – 6:30pm on 26th November 2020 - focus on future priorities for the next financial year and potential collaboration with town and parish councils. Cllr Jackson provided additional background including work that has taken place locally through the North Somerset Together forum.
Cllrs Phil Jackson, Cllr James and the Clerk to attend together ideally together with Ward Cllrs.

C20.156 **Date of next meeting - Monday 18th January 2021**

There being no further business, the Chairman thanked members for attending and closed the meeting.