

## LONG ASHTON PARISH COUNCIL

Minutes of the Parish Council meeting held at the Jubilee Pavilion, Keedwell Hill, Long Ashton on 18<sup>th</sup> November 2021 at 7.30pm



**Present:** Councillors D Andrews, L Anderson, J D'Alesio S Hardingham, M Harris, R McAllister-Kemp and C Tarsey.

**In attendance:** Jo Swift (Locum Clerk) and 3 members of the public.

In the absence of the Chairman and Vice Chairman, it was agreed that Councillor Hardingham be the Chairman for this meeting only.

### **C21.124 Apologies for absence LGA 1972 s85 (1)**

Apologies were received and accepted from Councillors – Cave, Fagg, Jackson, James, Johnson and Purkiss.

Absent – Councillors Cartman and Wilkinson.

### **C21.125 Declarations of Interests and Grant of Dispensations**

The sub-committee has a temporary remit, we have knowledge and experience of the situation with LACA and we believe it will not damage public confidence.

**Resolved** – that declaration of interests and dispensations were granted for Councillors D Andrews, S Hardingham and R McAllister-Kemp in respect of agenda item 15 – LACA subcommittee.

### **C21.126 Confirmation of Minutes**

**Resolved** – that the minutes of the meeting held on 6<sup>th</sup> September 2021, were approved as a true record and signed by the acting Chairman.

### **C21.127 Terms of Reference – maximum on a committee**

**Resolved** – that the Terms of Reference are amended to remove a minimum number of members on the committee and changed to a maximum number on a committee as follows:

- Staffing sub-committee maximum 5
- Environment committee – maximum 13
- Planning committee – maximum 11
- Finance & General Purposes – maximum 11

### **C21.128 Appointment of members to committees**

**Resolved** – that Councillors D Andrews, and C Tarsey are appointed to the Finance and General Purposes committee, Councillor C Tarsey is appointed to the Environment committee and Councillor J D'Alesio is appointed to the Planning committee.

### **C21.129 Appointment of members to Working Groups**

**Resolved** – that Councillor C Tarsey is appointed to the Biodiversity, Skate Park, Library and Community Engagement working groups.

**C21.130 Co-option**

**Resolved** - that the following Councillors are co-opted onto the Council and duly signed the Declaration of Acceptance forms – D Bolton, C Davis, T Kindred and J Ewen.

After signing the Declaration of Acceptance, the newly co-opted Councillors joined the meeting.

*Standing Orders suspended at 19.58 to allow a member of the public to speak. Standing Orders reinstated at 19.59.*

**C21.131 CIL (Community Infrastructure Levy)**

£27,000 is the current balance of CIL money received. The first CIL payment needs to be spent by 2023. The expenditure of CIL receipts on the skate park project of £2,000 as previously agreed was noted.

**Resolved** - that the expenditure of CIL receipts on Gardeners Walk play area and footpaths (Keeds Lane and Monarch Way) was approved, the detail to be made by the Environment Committee.

**C21.132 Equipment Audit**

**Resolved** – that the recommendations to donate, dispose or recycle the equipment on the list was approved and that expenditure up to £500 for a replacement laptop was approved.

**C21.133 Internal Auditor**

**Resolved** – that the recommendation from the Finance & General Purposes committee to appoint Auditing Solutions Ltd as the Councils internal auditor for 2021/2022 at a cost of £690 (net) with an additional fee of £230 (net) in year one was approved.

**C21.134 Public Participation**

**Resolved** – that time for public participation of 30 minutes will remain.

**C21.135 Skatepark Working Group**

**Resolved** – that the following resolutions made at the Finance and General Purposed committee meeting held on 21.10.2021 were noted:

- To proceed to obtain pre-planning advice, £1500 to £2,000 is approved for the cost of the planning advice.
- That the Clerk, Councillors Jackson and Tarsey have delegated authority to proceed with the pre-planning advice.

**C21.136 Christmas Light Switch On**

**Resolved** – on receiving receipts a donation/contribution of up to £50 to be given to LA Together towards the costs of refreshments at the Christmas Light Switch On, as the PC has done before

**C21.137 Quarry lorries**

**Resolved** – that Councillors J D'Alesio, L Anderson and C Fagg agree a response in respect of the concerns over mud on the road.

**C21.138 LACA sub-committee**

A report had previously been circulated. An update was given on a Compass group meeting held yesterday. It was an informal meeting and those present were asked to share thoughts on 3 questions. There was enthusiastic engagement and ideas were given. It was disappointing that there was not more participation from the wider

community and more work to encourage more to join needs to be done. There is information on the Community Centre website where more information can be found. An update was provided in addition to the report:

- Accounts - slow progress is being made in this area
- Presently working with VANS about getting the constitution ready
- New trustees are needed, the Compass group can provide the support

**Resolved** – that it was agreed to spend £6,000 on legal advice as previously agreed by the Council on 22.03.21.

*2 members of the public left the meeting*

**C21.139 Working Group Reports**

- Youth Club – report circulated
- Skateboard – report circulated
- Library – no report
- Greenbelt working group – a report was circulated

**C21.140 Recruitment of new Deputy Clerk and RFO**

An update from the staffing sub-committee was given.

**Resolved** - to approve Hannah Harwood as the Deputy Clerk and RFO on 33 hours a week, commencing on salary scale SCP 33. After 12 months, from the start date and on successful completion of the CiLCA qualification, the role will be made Clerk and RFO.

**Resolved** - to approve that the locum Clerk assists the Deputy Clerk and RFO in a training and mentoring role for a maximum of 12 months.

**C21.141 Interim arrangements for meetings - January to March 2022**

**Resolved** – that the following meetings were approved.

Thursday January 20 <sup>th</sup> 7.30pm	Full Council
Monday January 24 <sup>th</sup> 7.30 pm	Environment Committee
Thursday 3rd February 7.30pm	Finance & GP Committee
Thursday March 17 <sup>th</sup> 7.30pm	Full Council
Monday March 21 <sup>st</sup> 7.30pm	Environment Committee

**C21.142 Date of the next meeting**

**Resolved** – that the next meeting will be held on Thursday 20<sup>th</sup> January 2022 at 7.30pm.

**C21.143 Exclusion of Press and Public**

**Resolved** – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider sensitive matters.

**C21.144 Habitual or Vexatious Complaints Policy**

**Resolved** – that the Habitual or Vexatious Policy was approved with an amendment to paragraph 7 to include Councillors.

The meeting ended at 21.35

Signed: ..... Date: ..... (Chairman

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