

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on

Wednesday 10th May 2023 at 20.30

At the All Saints Church, Kingston Seymour

Councillors Present:

Mike Sewell (MS) Chairman

Richard Barber (RB) Vice Chairman

Zoe Bartlett (ZB)

Paul Cox (PC)

Andy Gillam (AG)

Susie Humphries (SH)

In attendance:

Steve Dixon (SD) Clerk & RFO

1. Apologies for absence

Apologies had been received from Councillor Fred Malton and District Councillors Bridger and Griggs

2. To record declarations of interest in items on the agenda

None

3. Members of the public are invited to address the council

No members of the public were present.

4. To confirm the minutes of the following meeting

Regular Council Meeting – 9th March 2023

The minutes were confirmed as a true record. Proposed by RB, seconded by PC and supported unanimously by those who had been present.

Planning Application Meeting – 23rd March 2023

The minutes were confirmed as a true record. Proposed by RB and seconded by ZB. Other councillors had not been present

5. Infrastructure. To receive updates and to agree the next actions.

5.1 Cycle Route Safety Issues

Following our representations over the past few months, the new Project Lead at NSC, Katharine Diver, confirmed that she had commissioned a new Road Safety Audit of the route through the parish lanes and this would include looking at some of the possible weight limit restrictions and signage.

There was no new news on the opening date.

Action: Clerk to establish when the report will be available for us to review and to invite Katharine to come and present it to us. If the timings did not fit for our July meeting then councillors would hold to a special meeting in the interim.

5.2 Village Railings

The clerk reminded councillors of the current position regarding the church corner railings and confirmed that there were some options within the proposed overall charge. It was agreed that this topic would be covered as part of the Annual Parish Meeting agenda in order to gain parishioner views.

Action: Clerk to circulate the quote and comments note from March to AG and SH..

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5.3 Village Maintenance

The safety for motorists turning right into the village from the Clevedon direction had been raised by a parishioner. Councillor Malton had gained agreement from the landowner that we could cut back the foliage at that corner and the clerk had approached a local contractor for their quotation. This quotation had now been received but, at £300 for the first event and £200 subsequently, this was felt to be too much. After discussion, it was agreed that the clerk would write to NSC Highways to raise the issue as a safety concern which they should perhaps be addressing.

Action: Clerk to write to our NSC Highways representative.

To support road safety, the parish has invested in a major cutting of hedges and verges in early September for many years and it was agreed that quotes for a cut this year should be obtained and considered at the July meeting.

Action: Clerk to approach contractors using the established specification for the work

6. Finance.

6.1 To receive the current Financial Report

The clerk reported that the Parish finances were sound with a total of £20.2k available overall and following receipt of the first half of this year's precept.

Other than the clerk's monthly salary (£396), cheques in excess of £100 had been issued for the subscription to ALCA (£109), Annual Web Support and service (£346), and for Coronation mugs (£763).

6.2 To agree a budget for 2023 – 2024

Because the election had been uncontested, a significant sum had been saved and this had funded the purchase of Coronation mugs and commemorative tree without further incursion into other budget lines. The draft budget as submitted by the clerk was accepted as the framework on which the council will go forward. All significant payments will be referred to council as always and all cheques will be signed by two councillors.

6.3 To agree changes to the National Westminster Bank mandate following the retirement of two signatories.

It is necessary to alter the bank mandate at Nat West because two of the authorised signatories had retired from the council. The clerk had asked RB and PC to become signatories and they had agreed. A special resolution had to be made as below to satisfy the bank's requirements.

It was resolved that:

- i. If we add or remove Authorised Signatories in the "Add or Remove Authorised Signatories" section of the "About your request" page of this form, the Bank will update our mandate accordingly for the accounts we specify in this form's "About your business" section.*
- ii. If we change the signing rules in the "change the Signing Rules on the mandate" section on the "About your request" page of the form, the Bank will update our mandate accordingly for the accounts we specify in this form's "About your business" section.*
- iii. And the current mandate will continue as amended.*

And that: Michael Sewell (being an existing signatory) and Richard Barber (being a new signatory) are authorised to amend the signing instructions.

Resolution proposed by ZB, seconded by SH and supported unanimously.

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7. To agree any items that are to be placed on the next regular meeting Agenda, scheduled for Wednesday 13th July in the Village Hall

NB: A meeting to discuss the extant planning application would be organised for Wednesday 24th May at 18.30.

In the July meeting, it was noted that FM and SH would attend the NSC Planning briefing in June and would report back to this meeting. Also in the July meeting the Complaints policy will be reviewed and any other policies deemed necessary will be discussed. New ways of engaging with parishioners would be discussed. A decision will be taken regarding this year's Hedge and Verge contract. Feedback and issues from the annual parish meeting would be considered and actions determined including the long outstanding wish to have a play field and possibly allotments.

The draft agenda will be circulated nearer the time for Councillors to consider and add any additional items before formal issue.

8. Confidential Item

Confidential items were discussed.

There being no other business, the meeting closed at 22.20

Steve Dixon

Steve Dixon,

Clerk & Responsible Financial Officer,

14th May 2023