

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Wednesday 12th January 2022 at 19.30
At Kingston Seymour Village Hall, Ham Lane, Kingston Seymour

Councillors Present:

Mike Sewell (MS) Chairman
Paul Cox (PC)

Fred Malton (FM)
Ian Wariner (IW)

Richard Barber (RB)

In attendance:

Steve Dixon (SD) Clerk & RFO

David Fish, NSC Project
Manager

PC James Rochford (part)

Two members of the public

1. Apologies for absence

Apologies had been received from Councillor Cole, District Councillors Bridger & 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 asked to address the Council.

4. Tutshill Route Update

The NSC Project Manager, David Fish, said that work had commenced on the bridge and on the multi access route under two separate contractors.

The bridge sections have been delivered and preparations are being made around the site to create areas for the parts to be erected. A licence from the Environment Agency is awaited before anything can be done within the river channel and until this is available, the stone deliveries for the parapets will not start. When it does, this is likely to take some 6 weeks and processes will be put in place to prevent large vehicles that are entering and leaving the site – and other users - from meeting in the narrow confines of Yeo Bank Lane. A meeting with residents in that area is to take place to discuss such measures as well as measures to prevent problem parking.

The multi access route contractor has started laying a stone base from Mud Lane towards the river and will also work north from Wick Lane. In due course, the route will be tarmacked.

A schedule of key events in the project will be drawn up and published on the Parish website.

Preparation work on other parts of the route will also start at the end of January, with upgrades being undertaken on the path from Lower Strode Road to the seawall and some repairs along the seawall. Work on signage and lining through the Parish lanes has yet to be reviewed (since the original plans) and the Parish Council will be consulted on this when it is available. The dangerous corners on Lower Strode Road north of New Cut Bow were highlighted.

David has undertaken to keep the Parish Council informed as matters progress and will also attend the next meeting on the 9th March.

MS thanked David for his time and reiterated how important it is to keep Parish residents informed.

6. Police and Neighbourhood Watch

PC James Rochford attended the meeting and, to allow him to continue his duties elsewhere, the order was slightly amended.

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PC Rochford advised that he had taken over responsibility for the area (KS, Yatton, Claverham and Kenn) two months ago having worked for the force for 25 years all across the Bristol area. He was supported by one full time and two part time PCSOs for community work.

He commented on a spate of burglaries that had taken place recently and it was felt that these were “M5 corridor” related by suspects from outside of our area. Whilst this spate seems now to have passed, he advised that method of entry had been, typically, through rear patio doors and the thieves were in search of jewellery and cash. He urged homeowners to remain vigilant, to ensure that locks were in good order and that security lighting was working properly.

PC Rochford also mentioned the bike marking events that his officers run – including one at the village hall on the 19th January. Not only is this a deterrent to thieves, when the Police do recover stolen goods – from anywhere in the country – if the bike is marked and registered this facilitates the return to the owner.

5. To confirm the minutes of the following meetings:

5.1 Planning Application Meeting – 9th November 2021

The minutes were confirmed as a true record. Proposed by IW, seconded by RB and supported unanimously by all.

5.2 Regular Council Meeting – 9th November 2021

The minutes were confirmed as a true record. Proposed by PC, seconded by IW and supported unanimously by all.

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

7.1 Village Railings Project

Following the last meeting, the Clerk had asked NSC to proceed with the Triangle/Middle Lane corner and to replace the wooden post outside the Old Post Office. NSC have confirmed that these tasks have been commissioned from their contractor but that the schedule is likely to be 13 weeks.

NSC has also provided an estimate to replace the railings around the Church. A wooden system is estimated at £3.7k whilst a metal rail and concrete post system may be as much as £7.8k. Councillors will not take any decisions on this until they have seen the completed Triangle/Middle Lane installation.

7.2 Refurbishment of Assets

The clerk had sent a paper to Councillors highlighting the assets that were in the possession of the Parish Council and suggesting refurbishment of the bus shelter. The Parish Noticeboard is damp inside and the metal inners of the traditional waste bins are in a poor condition. After discussion, it was agreed that some remedial work should be done in this area.

*Actions: RB & IW to examine the bus shelter and report on what they consider needs replacing
SD to identify a source for metal liners to go into the existing wooden waste paper frames (4)
SD to identify and cost a replacement waterproof noticeboard to be attached to the side of the refurbished shelter and to source a suitable board to be installed inside the shelter to allow community groups to pin up appropriate adverts and notices.*

7.3 Roads and Footpaths inc Highways Asset Management return

The clerk had approached NSC about Bullocks Lane and Yew Tree Lane and had received assurance that the responsible engineer will visit to examine these roads.

The Highways Asset Management Survey had been sent by NSC and Councillors had considered their views. After discussion, it was agreed that the clerk would submit the answers with the highest number of votes as the Council's submission.

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Action: Clerk to submit the Council's response on the 13th January (as had been agreed with NSC) based upon the highest vote in each category .

8. Services, Resilience & Community. To receive updates and agree any necessary actions

8.1 Defibrillator & Courses

The clerk had enquired as to the "life span" of a defibrillator. He had been assured that the model we currently have was possibly the best on the market and the earliest we should consider replacing it is when the pads are next due to expire in November 2025. Councillors were content to consider this again in 2024.

The clerk had followed up on a suggestion about running defibrillator/CPR courses as we had done in 2017. So far, this has led to a dialogue with a professional training company who have offered to write, prepare and deliver a course to up to 10 parishioners for a fee of £350. After discussion, it was decided that this was too high a price to pay for one course and that other options should be sought. *Action: Clerk to approach the company and seek a figure for the delivery of a set of three one and a half hour courses. Clerk to also make enquiries of other possible training deliverers*

8.2 Queen's Platinum Jubilee Celebrations

MS outlined the discussions that had so far taken place with the other village groups and that a further meeting is scheduled for next week.

Some concerns had been expressed about the probability that many Parishioners might be taking advantage of the long weekend and actually be away from the village. Accordingly, the working group may look at splitting the fixed national commemorations (e.g. beacon lighting) from other "village centric" commemorations which might be scheduled for an alternative weekend..

8.3 Climate Emergency and Sustainable Travel

The Council had previously agreed to have this as a standing item on the agenda but on this occasion there was no new information to share.

8.4 NSC Local Plan 2023 – 2038

The clerk had attended a briefing given by NSC and had distilled the information for Councillors to consider. The briefing had included a map which showed a significant plot of land adjacent to Lampley Road and the motorway had been put forward as a possible site for housing. FM explained that the "Request for Sites" step in the process often drew speculative bids from various parties and confirmed that the land nominated did not even need to be in the ownership of the proposer.

After discussion, it was decided that as the map had been seen by many clerks and councillors across North Somerset, it would be most appropriate to explain the process to parishioners rather than let other conclusions to be drawn.

Action: FM & SD to create a brief explanatory note for posting on the website with a link to Facebook. This should be uploaded by Friday 14th.

9. Administration and Communication.

9.1 To review the Council's Equality and Diversity Policy

The clerk advised that he had checked the current version against the most up to date "model" provided by the professional bodies and there were no changes. He also did not feel that there was any need to put in anything specific for KS and suggested that they be readopted.

It was proposed by FM, seconded by RB and supported unanimously that they be readopted.

Action: Clerk to place re-adopted policy on the website.

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10. Finance. To receive the current Financial Report and to set the 2022-23 precept

The clerk reported that the Parish finances were sound with a total of £17.7k available overall and scope in the budget principally for investment in the Parish, refurbishment of assets, and training.

In addition to the clerk's monthly salary (£348), the cheque issued over £100 in this last period had been to the Society of Local Council Clerks for £112.

NSC had sent a precept calculation file to the clerk and he had shared options with Councillors so that they may consider the position. After discussion it was agreed that the Parish would ask for a 1% increase in the precept which would result in a Parish Precept of £62.28 for a Band D property.

11. To receive reports from external meetings attended by members and officers and agree any further action and to consider attendance at forthcoming external meetings and to nominate attendees

The clerk noted that he had attended the NSC Local Plan meeting as had been discussed earlier. The Budget Briefing meeting originally scheduled for December had been postponed and he awaited notice of a revised date.

RB will attend a PCAA meeting with the CAA at the end of January to continue discussions on the airspace changes that are being proposed. RB mentioned that 80% of departures from Bristol seek to fly in the south easterly direction.

12. To receive information about very recent correspondence and to agree any further action

The clerk had received a letter from Wessex Water advising of their intention to be undertake work on their treatment site starting in February and completing in July. Some residents had also received a letter direct from Wessex Water

Action: Clerk to write to Wessex Water asking that they avoid deliveries to their site during school bus departure and arrival times.

Clerk to include within the Parish Magazine and on the website

13. To agree any items that are to be placed on the next regular meeting Agenda, scheduled for Wednesday 9th March 2022.

There will be an update on the Tutshill project. The draft 2022-23 budget will be agreed and progress on other items will be covered as is timely.

14. Confidential item

A confidential item was discussed by Councillors.

There being no other business, the meeting closed at 21.31

Steve Dixon

Steve Dixon,
Clerk & Responsible Financial Officer,
14th January 2022