

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Thursday 7th September 2023 at 19.45
At the All Saints Church, Ham Lane, Kingston Seymour

Councillors Present:

Richard Barber (RB), Vice
Chairman
Paul Cox (PC)

Zoe Bartlett (ZB)
Susie Humphries (SH)

Fred Malton (FM)

In attendance:

Steve Dixon (SD) Clerk & RFO

PCSO Rachel Sellars

2 Members of the public

1. Apologies for absence

Apologies had been received from Parish Council Chairman Mike Sewell, from Councillor Andy Gillam and from District Councillors Steve Bridger and Wendy 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 wished to speak.

4. To confirm the minutes of the following meeting

Regular Council Meeting – 12th July 2023

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

5. Coronation and Commemoration

5.1 Commemorative Legacy

The clerk said that the parish council had purchased a tree to commemorate the new King's Coronation, and this had already been planted within the churchyard but was currently without a plaque. He also reported that a parishioner had asked why the two trees that the village had won for "Best Kept Village" competitions in 1990 and 1991 were not appropriately "marked" and suggested that that should be remedied.

Accordingly, the clerk had researched the types of plaques that were available and issued a note in advance to councillors. After discussion, it was decided that three matching plaques would be purchased of the Type One (as per the options).

Action: Clerk to draft proposals for the wording of each plaque and circulate to Councillors for approval and before purchase.

There had been calls for the village to commemorate the reign of the late Queen Elizabeth II and after discussion, it was agreed that replacement of the bus shelter would be a suitably significant project as the shelter is centrally placed and is much used by both our young people and visitors. It was accepted that this would not necessarily be a "quick fix" as the design and cost must be right for the village.

This course proposed by RB, seconded by PC and supported unanimously.

Action: Clerk to commence research on shelters of appropriate style and construction and to report back at a future meeting.

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6. Parish Plan Outstanding Items

6.1 Possibility of a play field and allotments

A discussion took place and a way to progress this has been identified and any progress will be reported to the next meeting.

7. Police and Neighbourhood Watch

The meeting was joined by PCSO Rachel Sellars. PCSO Sellars reported that there was currently insufficient evidence to take action against those responsible for the recent fly tipping in Middle Lane. She urged parishioners to be alert for this type of event and stressed that evidence was critical for the Police to be able to follow up on such incidents.

She also mentioned that there has been vehicle crime in Yatton, where a catalytic converter had been removed from a vehicle and that there was some evidence of criminals capturing data from car remote opening devices to enable entry. She urged that keys of this nature are protected by signal blockers. Specific key cases are also available to keep keys in to prevent against data gathering.

Kate Gillam, the Neighbourhood Watch Coordinator for the village had reported no additional issues.

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

8.1 Tutshill Route

The clerk reported that a response to the parish council's letter to NSC after the last meeting had been received and some progress is being made.

A consultant has been appointed to conduct the RSA Stage 2 analysis and a list of the parish' issues – including inputs received at previous public meetings – had been shared. An informal briefing with the consultant will take place on Thursday 14th September and will be discussed at the next council meeting.

8.2 Strawberry Line Extensions

The clerk reported that a response to the parish council's letter to NSC had been received and had been circulated to Councillors. Overall, the response indicated that NSC intended to continue with their plans to overtly link the Strawberry Line to the Pier to Pier route despite the issues this might cause for the village.

Councillor Barber is to become a member of the "Strawberry Line Working Group" on behalf of the parish and will attend their meeting on Tuesday 12th September. Next steps following that will be discussed at the next council meeting.

Action: RB to attend Strawberry Line Steering Meeting on 12th September and report back.

8.3 Roads

Following the last meeting, the clerk contacted the Highways Officer re Yew Tree Lane asking for more information. An inconclusive response has now been received and the clerk is to follow up on this.

Action: Clerk to follow up and report to councillors.

PC asked about progress with the New Cut Bow corner. The clerk said he had not had an update from his contact in NSC and would chase.

Action: Clerk to get an update on progress and report to councillors.

Large potholes had appeared on and near Kingston Bridge and the clerk urged everyone to report these as individuals to ensure focus from NSC.

Action: Clerk to post on village Facebook to this effect.

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8.4 Village Maintenance

Church Corner Railings

The clerk confirmed that the project has now been initiated with the contractor and the necessary replacement posts have been ordered. The contractor has indicated that they wish to receive these before they schedule the project.

Action: Clerk to keep councillors informed

Railings at the Triangle

Railings that were replaced last year have been severely damaged by an errant vehicle. The clerk has asked NSC whether they will repair these.

Action: Clerk to keep councillors informed.

Village Noticeboard

A new Parish Council noticeboard has been created and installed on the bus shelter.

The clerk advised that the wood had been donated by former councillor Wariner and that Anthony Hawks had kindly constructed the structure and installed it. Just over £110 had been spent on the necessary fixtures and fittings.

Councillors expressed their grateful thanks to both parties for their generosity.

9. Services, Resilience & Community

9.1 Climate Emergency & Sustainable Travel

The X5 bus from Portishead to Weston, now routes through Kenn, Yatton and Congresbury rather than straight down the M5.

Councillors noted that Energy Skills Training was being made available by NSC.

9.2 NSC Corporate Plan and Budget Consultation

The clerk reported that the parish council had been specifically asked to submit a response to this consultation. After discussion, it was agreed that SH and RB would create a draft response and circulate it to councillors for agreement before submission.

RB noted that a district council member would be travelling with the Library van in October and would be present at KS on the 3rd October.

Action: SH & RB to create a draft response for agreement and submission.

10. Administration and Communication

10.1 To review the Council's Standing Orders and agree any changes.

The existing standing orders had been checked against the professional bodies' recommendations and they remain valid. After discussion, it was agreed that the existing Standing Orders would be re-adopted. Proposed by FM, seconded by PC and supported unanimously.

Action: Clerk to post the readopted version onto the website.

10.2 Proposed dates for 2024 Meetings

The clerk had circulated a list of dates for meetings in 2024 and these were agreed.

The dates are all Wednesdays at 19.30 in the Village Hall : 10th January, 13th March, 8th May, 3rd July, 11th September and 13th November. In addition, the Annual Parish Meeting – in conjunction with other village groups – is booked for 22nd May.

Additional meetings will be called and booked as may become necessary.

Action: Clerk to confirm the bookings with the Village Hal and to issue e-diary invites to councillors

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11. Finance.

11.1 To receive the current Financial Report

The clerk advised that the second part of the precept had been received and that there were sufficient funds to deliver the church railings project and all of our other planned commitments for this financial year. If expenditure runs as expected, the council will end its financial year with a total close to £10k in its bank accounts. The railings project will require careful management of the current account and transfers from the business reserve may be necessary to maintain a credit balance in the c/a.

Other than the clerk's monthly salary (£396), cheques in excess of £100 had been issued for the machine cut of village verges (£132) and for the fixtures and fittings for the noticeboard (£113)

12. External Meetings

There had not been any external meetings.

13. Very recent correspondence

The clerk advised that he had received notice of a planning application which the parish council was being consulted on. The application had been commented on and supported previously and there had been only amendments to meet planning protocol. It was agreed that there was no need for the council to comment any further.

14. To agree any items that are to be placed on the next regular meeting Agenda, scheduled for Wednesday 8th November in the Village Hall.

Updates on standing agenda items, review of the parish council's Financial Regulations and reports on progress with the Pier to Pier and Strawberry Line

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

There being no other business, the meeting closed at 21.15.

Steve Dixon

Steve Dixon,

Clerk & Responsible Financial Officer,

8th September 2023