



Yatton Parish Council

Hangstones Pavilion,
Stowey Road,
Yatton,
Bristol
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OUR MISSION: To ensure the provision of high quality services in our communities of Yatton and Claverham

Date: 7th May 2024
Clerk: Aleana Baird
Email: clerk@yatton-pc.gov.uk

A ANNUAL MEETING OF YATTON PARISH COUNCIL WILL BE HELD ON MONDAY 13th MAY 2024 AT 7.30 p.m. AT HANGSTONES PAVILION, STOWEY ROAD, YATTON, BS49 4HS

ALL COUNCIL/COMMITTEE MEETINGS ARE OPEN TO THE PUBLIC

Aleana Baird – Clerk to the Council

A G E N D A

PRAYERS OR MOMENTS OF REFLECTION

To receive a short presentation on the new transport hubs and bus stops under the Bus Service Improvement Plan.

MATTERS FOR DECISION

- 1. To elect a Chairman for the ensuing year.**
The Council must elect a Chairman to hold office until the next Annual Meeting.
- 2. To receive the Chairman's declaration of acceptance of office or to permit him/her to make the declaration before or at the next meeting of the Parish Council.**
- 3. To appoint a Vice-Chairman for the ensuing year.**
The Council may appoint a Vice-Chairman to hold office until the next Annual Meeting.
- 4. To receive apologies for absence, and to approve reasons where appropriate.**
- 5. To receive declarations of interest by Parish Councillors and to consider any written applications for dispensations.**

MATTERS FOR INFORMATION

PUBLIC PARTICIPATION

6. To receive and hear any person who wishes to address the Council.

The Chairman will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).

North Somerset Council - Ward Councillors' Reports.
Police Report.

MATTERS FOR DECISION

7. To confirm the minutes of the meeting held on 11th March 2024.

8. If the Council wishes to exclude the public for a particular agenda item, the following resolution must be passed:

'That the public be excluded from the meeting during consideration of agenda item(s) ... on the ground that publicity would be prejudicial to the public interest [by reason of the confidential nature of the business] or [for other special reason which must be stated].'

9. Finance

- i) To authorise payments, including to note receipts and petty cash payments for May 2024.
- ii) to review the annual internal audit for 2023-24.
- ii) To confirm and sign the conflict of interest form for the external auditor BDO.
- iii) To agree section 1 of the accounts for the Parish Council 2023-24 and sign Section 1 of the Annual Return 2023-24.
- iv) To agree section 2 of the accounts for Parish Council 2023-24 and sign Section 2 of the Annual Return 2023-24.

10. To appoint committees.

Amenities & Properties Committee.
Finance, Personnel & Administration Committee.
Planning Committee.
Cadbury Hill Joint Management Committee. (3 members)
Personnel Sub-Committee.

11. To appoint working parties

Working parties/groups.
New Cemetery Working Group
Public Transport Working Group
Road Safety Working Group
Hangstones Pavilion Alterations Working Group
Christmas Lights Working Group
Party in the Park Working Group
CPR Training Workshop Working Group
Yatton Neighbourhood Plan Working Group
Claverham Neighbourhood Plan Working Group

12. To review any changes to the terms of reference for Council, Committees and Working Groups.

13. To appoint representatives on outside organisations

Organisations:
Bristol Airport Consultative Committee.
Strawberry Line Management Committee.
YACWAG.
Yatton PACT.
Yatton Village Hall Management Committee.
ALCA.
North Somerset Flood Risk Action Group.
North End Steering Group.
North Somerset Cycle Forum.
Parish Councils Airport Association.
Yatton United Charities.

14. To approve the Statement on Internal Control 2023-24.

15. To discuss the pollution in the River Yeo and consider complaining to Wessex Water.

16. To discuss possible ways for Curo to work with the community.

17. To discuss the response from North Somerset Council to the Parish Councils formal complaint regarding the service received from their legal department in the process of the cemetery lease.

18. To consider requesting North Somerset Council make a variation of use for the s106 funds allocated for a piece of gateway art at North End.

19. To consider a quote for a new changing room window.

20. To consider the re-appointment of Councillor Grahan Humphreys as a Trustee to Yatton United Charities.

21. To consider submitting a Highways Improvement Form for the stretch of pavement from Stowey Park to Claverham Close.

22. To consider quotes for the stage one surfacing of the driveway and car park at the new cemetery. Confidential Item.

MATTERS FOR INFORMATION

23. To receive the Clerk's Report.

24. Future Agenda Items.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, age, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights

This document can be made available in a different format on request.