

**Draft Minutes
of the Annual Meeting of
Yatton Parish Council
held on**

Monday 16 May 2022

At Hangstones Pavilion, Stowey Road, Yatton.

Meeting opened: 7.30 p.m. Meeting closed: 9.07 p.m.

Present: Councillors: Jonathan Edwards, Graham Humphreys, Steve Humphrey, Chris Jackson, Robert Jenner, Steve Lister, Peter Lomas, Steve Phippen, Caroline Sheard and Bryan Thomas.

Also in attendance: Clerk, District Councillor Steve Bridger, District/Parish Councillor Wendy Griggs (late), Ian Bowley (led prayers) and Michael Kenny representing Barchester Healthcare.

Councillor Jonathan Edwards congratulated District Councillor Steve Bridger on his appointment as Leader of North Somerset Council and the appointment of District Councillor Wendy Griggs as Vice Chair of North Somerset Council.

Prayers were led by Ian Bowley.

A presentation was given by Michael Kenny from Barchester Healthcare.

Michael Kenny gave an overview of the history of the building, the company structure, the services offered by Barchester Healthcare and the refurbishment work that had been carried out at Cadbury Hall. The company was keen to establish links with the community and to support organisations and events in the Parish.

MATTERS FOR DECISION

COU1/22: To elect a Chairman for the ensuing year.

RESOLVED: that Jonathan Edwards be elected Chairman of Yatton Parish Council, to hold office until the next Annual Meeting of the Council.

COU2/22: 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.

Councillor Jonathan Edwards made his declaration of acceptance of office as Chairman of the Council. The declaration was signed by Councillor Edwards and the Clerk.

COU3/22 To appoint a Vice-Chairman for the ensuing year.

RESOLVED: that Chris Jackson be appointed Vice-Chairman of Yatton Parish Council, to hold office until the next Annual Meeting of the Council.

COU4/22: To receive the Vice 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.

Councillor Chris Jackson made his declaration of acceptance of office as Vice Chairman of the Council. The declaration was signed by Councillor Jackson and the Clerk.

COU5/22: To receive apologies for absence, and to approve reasons where appropriate.

Apologies for absence were received from Councillors David Crossman, Massimo Morelli, Jessie McArdle and Roger Wood. District/Parish Councillor Wendy Griggs had given apologies as she was attending another meeting and was unsure if it would finish in time for her to attend. However she did attend for the last two agenda items.

COU6/22: To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.

NONE.

PUBLIC PARTICIPATION

COU7/22: Public participation.

No members of the public wished to speak.

North Somerset Councillors' report.

District Councillor Steve Bridger spoke of his great disappointment in the Moor Road appeal being allowed after fighting it for a long time. The Rectory Farm appeal decision was imminent and other development applications were mounting in number i.e. Box Bush Farm, the two Rugby Club applications and Stowey Road. There had been good news in respect of bus services. North Somerset Council had bid for central government funding and been successful in gaining the 2nd largest allocation of the fund. This would secure and improve bus services in the county which may include more frequent buses, lower fares and some free fares for certain groups, bus prioritization and improved infrastructure. Yatton Parish Council were invited to put forward what public transport improvements Yatton would like. The Public Transport working group were to pursue this.

Parish Liaison Officer Report

No report as new Liaison Officer not appointed yet.

Police report

NONE.

MATTERS FOR DECISION

COU8/22: Minutes of the meeting of the Council held on 7th March 2022.

The Minutes of the meeting held on 7th March 2022 were approved as a correct record and signed by the Chairman.

COU9/22: Exclusion of public:

RESOLVED: that the public be excluded from the meeting during consideration of agenda item 19 on the ground that publicity would be prejudicial to the public interest by reason of the confidential nature of the business of competitive quotes.

COU10/22: Finance

i) To authorise payments, including to note receipts and petty cash payments for May 2022.

RESOLVED: To authorise payments, including to note receipts and petty cash payments for May 2022.

ii) To agree section 1 of the accounts for the Parish Council 2021-22 and sign Section 1 of the Annual Return 2021-22.

RESOLVED: that the accounts statement in section 1 was agreed and the Section 1 of the Annual Return 2021-22 was signed.

iii) To agree section 2 of the accounts for the Parish Council 2021-22 and sign Section 2 of the Annual Return 2021-22.

The Clerk highlighted that the 2020-21 year on Section 2 of the Annual Return 2021-22 had been re-stated as required by the External Auditor's Report and Certificate 2020-21. The restated figures included the following expenditure under Box 6 Other Payments:

4011/101 Car Park Rates £3,267

4011/201 Hangstones Rates £6,336

4011/241 Burial Ground Rates £342

4024/101 NALC Subscription £1,047

This increased the value of Box 6 from £93,289 (stated in 2020-21) to £104,281.

RESOLVED: that the accounts statement in section 2 was agreed and the Section 2 of the Annual Return 2021-22 was signed.

COU11/22: To appoint committees.

RESOLVED: that members be appointed to committees as follows:

Amenities & Properties Committee: Chair & Vice-Chair of Council, Graham Humphreys, David Crossman, Wendy Griggs, Robert Jenner, Steve Lister, Massimo Morelli, Caroline Sheard and Bryan Thomas.

Finance, Personnel & Administration Committee: Chair & Vice-Chair of Council, David Crossman, Massimo Morelli, Graham Humphreys, Peter Lomas, Jessie McArdle and Roger Wood.

Planning Committee: Chair & Vice-Chair of Council, David Crossman, Steve Humphrey, Graham Humphreys, Robert Jenner, Steve Lister, Peter Lomas, Steve Phippen, Bryan Thomas and Roger Wood.

Personnel Sub-Committee: Chair and Vice Chair of Council, David Crossman, Peter Lomas and Jessie McArdle.

Yatton Parish Council members of the Cadbury Hill Joint Management Committee: David Crossman, Jonathan Edwards and Graham Humphreys. Congresbury members TBA.

COU22/22: Appointment of working groups.

RESOLVED that members be appointed to working parties as follows:

New Cemetery Working Group: David Crossman, Jonathan Edwards, Graham Humphreys, Robert Jenner and Chris Jackson.

Wakedean Gardens Working Group: Wendy Griggs, Caroline Sheard, Roger Wood, Massimo Morelli, Chris Jackson and Steve Phippen.

Public Transport Working Group: Jonathan Edwards, Caroline Sheard, Bryan Thomas and Roger Wood.

Road Safety Working Group: David Crossman, Chris Jackson, Jonathan Edwards, Caroline Sheard, Steve Phippen, Bryan Thomas and Roger Wood.

Play Area Working Group: Robert Jenner, Massimo Morelli and Graham Humphreys.

Hangstones Pavilion Alterations Working Group: Jonathan Edwards, Robert Jenner, Peter Lomas, Graham Humphreys and David Crossman.

Technical Support Working Group: Peter Lomas, Chris Jackson, Steve Phippen, Jonathan Edwards and Robert Jenner.

Joint New Medical Centre Working Group: Yatton members - Wendy Griggs, Steve Phippen, Caroline Sheard, Chris Jackson, Jonathan Edwards, Peter Lomas and Bryan Thomas. Congresbury members TBA.

Climate Emergency Working Group: Jonathan Edwards, Caroline Sheard, Bryan Thomas, Massimo Morelli and Roger Wood. Formed Sept 19

Station Footbridge Roof and Cycle Ramp Working Group: Jonathan Edwards, Chris Jackson, Peter Lomas and David Crossman. Formed Sept 19.

Christmas Lights Working Group: Caroline Sheard and Graham Humphreys. (created FC March 2020).

North End Gateway and Roundabout Working Group – Jonathan Edwards, Chris Jackson, Bryan Thomas and Roger Wood. (created 5th Oct 2020 Planning).

Hangstones Emergency Base Working Group – Jessie McArdle, Steve Phippen and Bryan Thomas. (created Jan 11th 2021).

Library Strategy Working Group – Caroline Sheard, Chris Jackson and Jessie McArdle. (created May 2021 FC).

CIL Ideas Consultation Working Group – Jonathan Edwards, Peter Lomas, Chris Jackson, Jessie McArdle and Massimo Morelli. (created Sept FC 2021).

Platinum Jubilee Working Group - Graham Humphreys, Steve Humphrey, Jessie McArdle and Caroline Sheard (created FC March 2022).

COU13/22: To review any changes to the terms of reference for Council, Committees and Working Groups.

RESOLVED: to approve the new Terms of Reference including the suggested amendments.

COU14/22: Representatives on outside organisations.

RESOLVED: that representatives be appointed as follows:

Bristol Airport Consultative Committee: Roger Wood

Strawberry Line Management Committee: Jonathan Edwards and Bryan Thomas.

YACWAG: Roger Wood.

Yatton PACT: Caroline Sheard and Bryan Thomas.

Yatton Village Hall Management Committee: Wendy Griggs.

ALCA: Jonathan Edwards.

North Somerset Flood Risk Action Group: David Crossman.

North End Steering Group: Jonathan Edwards and Chris Jackson.

North Somerset Cycle Forum: Jonathan Edwards.

PCAA: Bryan Thomas and Roger Wood.

Yatton United Charities: David Crossman, Wendy Griggs, Graham Humphreys.

COU15/22: To approve the Statement on Internal Control 2021-22.

RESOLVED: to approve the Statement of Internal Control 2021-22 which was then signed by Chairman Jonathan Edwards.

COU16/22: To consider a draft letter to Mendip Vale Medical Practice regarding patient service.

RESOLVED: that the letter was approved as drafted but with the inclusion of an invitation to Mendip Vale Medical Practice to meet with members of the New Medical Centre Working Group to discuss the service problems highlighted in the letter.

COU17/22: To consider commenting on the North Somerset Local Plan Sites Consultation.

RESOLVED: that the draft comments were approved and submitted without amendment.

COU18/22: To consider a quote for enabling work as part of Hangstones alterations.

Following the lifting of all the pandemic restrictions the Clerk had approached seven builders in order to gain quotes for phase one of alteration work but no quotes had been forthcoming. The planning permission three year deadline for work to commence was next month. The company who have quoted are able to provide the enabling work to start the alterations which would then preclude the necessity to regain planning approval. The work can be done week commencing 23rd May.

RESOLVED: that the enabling work by BCMServ be instructed at a cost of £4,895.

***** At this point members of the public left the meeting as the next item was confidential.**

COU19/22: To consider quotes for a new basket swing and zipwire.

RESOLVED: The zipwire quotes were deferred to the Play Area Working group to look at including any installs from the companies that quoted that have been done locally. The basket swing quotes were deferred to the next Amenities meeting 30th May as a further quote may be available by then. The two quotes provided; one was under and the other over the £5,000 stipulation in Financial Regulations that required prices over this figure to be taken to Full Council. The third quote would give clarity of cost and the Council agreed in this case the project was best determined by the Amenities Committee. The Clerk was to submit grant applications to North Somerset Council 'Improving Play Spaces' fund for the basket swing, zipwire and wheelchair accessible roundabout at Broadcroft on the basis of matched funding.

Matters for Information

***** District/Parish Councillor Wendy Griggs arrived.**

COU20/22: Clerk's report.

- i) The new basketball surface was being installed on Wednesday 18th May.
- ii) The wall at the exit of Glebelands which was hit by a vehicle was being repaired and made wider following consultation with the Clerk and Grounds Staff.
- iii) The new roundabout at Broadcroft was currently being installed.
- iv) The two new benches to commemorate the Queens Platinum Jubilee were being installed on the village green. The bench for Claverham was to be installed once a location was confirmed. The suggestion had been made that it could go in the May Day field adjacent to the path. The Clerk had asked Newland Homes for permission.
- v) A representative from Virgin had approached the Parish office about using an area on Hangstones for welfare facilities for workers during a period of a couple of months work in Yatton. The information the representative promised had not been received yet. Councillors were happy for this to be offered as long as it didn't conflict with any other users.
- vi) The appeal on the TPO poles on Hangstones was making very slow progress. North Somerset Council tree officer had just been granted an extension to provide a questionnaire requested by the Planning Inspectorate.
- vii) The cemetery planning application had received two consultation responses from the Environment Agency and the Internal Drainage Board, both were supportive. There were three public comments, two negative and one neutral.
- viii) The Clerk asked Councillor Graham Humphreys to update the Council on progress with organising the Platinum Jubilee 'Picnic in the Park' event. The date was likely to be 16th July with a programme of music and dancing with light refreshments being provided by the youth club. Further details to be confirmed.

COU21/22: Future agenda items.

The new proposed cemetery off Mendip Road.

To consider a contribution of £2,000 towards publicity for the new Yatton to Clevedon bus service.

Weight limit signs in the Parish.

Newsletter provision.

Lease with North Somerset Council for the new cemetery.

Chairman

____/____/2022