

**Draft Minutes  
of the Meeting of  
Yatton Parish Council  
held on  
Monday 13 March 2023**

At Hangstones Pavilion, Stowey Road, Yatton.

Meeting opened: 7.30 p.m. Meeting closed: 9.08 p.m.

**Present:** Councillors: David Crossman, Jonathan Edwards, Graham Humphreys, Steve Humphrey, Chris Jackson, Robert Jenner, Steve Lister, Peter Lomas, Massimo Morelli, Jessie McArdle, Caroline Sheard, Bryan Thomas and Roger Wood.

**Also in attendance:** Clerk, Groundsman Jeff Shipway, District Councillor Steve Bridger, PC James Rochford and two members of the public.

**Prayers were led by Rev Jill Flowers.**

**MATTERS FOR DECISION**

**COU85/23: To receive apologies for absence, and to approve reasons where appropriate.**

Apologies for absence were received from District/Parish Councillor Wendy Griggs and Parish Councillor Jessie McArdle.

**COU86/23: To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.**

NONE.

**PUBLIC PARTICIPATION**

**COU87/23: Public participation.**

A resident spoke of his interest in any forthcoming highways improvements and changes to speed/weight limits from Eaton Park to the Bridge Inn so were interested in District Councillor Steve Bridger's report.

**North Somerset Councillors' Report.**

District Councillor Steve Bridger reported that the Rectory Farm Reserved Matters application was on this week's parish register. This application had been refused by the Parish Council and North Somerset Council but had been successful at appeal.

A public information meeting was to be held Thursday 16<sup>th</sup> March at Horsecastle Chapel at 7.30 pm to give more details on the High Street Improvements which had started today and would be completed in July. The work would be in phases and further work had to be done on the Mendip and Stowey Road measures in terms of detail and consultation. Although it was a road safety scheme it had proved controversial and would inevitably cause disruption. The meeting was also going to give information about the 'Demand Responsive Transport' (DRT) scheme which was starting in April. A further meeting was also being planned with the Parish Council's Public Transport Working Group and the Yeo Valley Lions. There was also a briefing on the DRT 21<sup>st</sup> and 22<sup>nd</sup> March for Parish Councils and a number of members were attending.

The Traffic Regulatory Order for the 30mph limit on North End Road was not yet done and it was definitely going to Ham Lane but it was hoped to extend it to the Bridge Inn. The crossing from Eaton Park to Chestnut Park was still stalled which was very disappointing. It was largely

to do with ownership of responsibility for a wall near the crossing that required work (it was understood this was the Chestnut Park developer Bloor). However the crossing should have been completed after the 25<sup>th</sup> house on Eaton Park was occupied and this occupation had been exceeded some time ago. It was also noted that a small play area on Chestnut Park though complete was still not open. The dangerous footpath exit on to North End Road from Chestnut Park still had no warning signage, this was to be progressed through the steering group. The 20mph speed limit in Chestnut Park was raised by Councillor Bryan Thomas as the Clerk had chased the request a number of times to no avail. He had heard it was because North Somerset Council had not yet adopted the roads. District Councillor Steve Bridger was to look into this. Councillor Thomas also asked when the DRT app would be available and also mentioned how strategically important Yatton was to the work being done by the Bus & Rail Integration Forum.

Parish Liaison Officer Report.

No report as new Liaison Officer not appointed yet.

Police report.

PC James Rochford reported on behalf of the Neighbourhood Policing Team who have been patrolling the area on a regular basis. The PCSOs have continued with the Mini Police programme every week in all three schools in the parish. PC Rochford highlighted the importance of early engagement with children in preventing future problems but also in aiding communication if there were any issues in the future. He urged reporting directly to the Police any issues in the Parish as the best solution to resolving crimes and helping the Police who rely on information from the local community. It also gave weight to the Police gaining additional resources for targeting repeat crimes.

Overall crime levels were low in Yatton and Claverham but a number of suspicious vans had been sighted in the area so vigilance on keeping valuables locked and out of sight was essential. There had been some period of anti-social behavior but this had ceased in recent weeks.

**MATTERS FOR DECISION**

**COU88/23: Minutes of the meeting of the Council held on 16<sup>th</sup> January 2023.**

The minutes of the meeting held on 16<sup>th</sup> January 2023 were approved as a correct record and signed by the Chairman.

**COU89/23: Exclusion of public:**

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

**RESOLVED:** that the public be excluded from the meeting during consideration of agenda item 12 on the ground that publicity would be prejudicial to the public interest by reason of the confidential nature of the business of competitive quotes.

**\*\*\* At this point in the meeting Chairman Jonathan Edwards asked members if they would allow agenda item 12 to be heard next to allow staff member Jeff Shipway to leave the meeting early.**

**RESOLVED:** to move agenda item 12 to be heard next.

**\*\*\* Councillor Steve Bridger and two members of the public left the meeting; Rev Jill Flowers had already left after leading prayers.**

**COU90/23: To consider quotes for a new ride on mower. Confidential Item Agenda Item 12.** Groundsman Jeff Shipway gave an overview of the process that had been done in gaining the quotes for the mowers in terms of test driving and researching the best machines for the type of work carried out. On this basis he made a recommendation for the machine he considered to be the best for their requirements at this time. Members thanked him very much for all the work that had gone into the process.

**RESOLVED:** to purchase a Hustler Raptor XD 42" 23HP Ride on Mower for £6,000 ex vat.

**COU91/23: To approve the Calendar of Meetings 2023-24 – Agenda Item 6.**

**RESOLVED:** to approve the Calendar of meetings for 2023-24.

**COU92/23: To receive a progress report on the new cemetery off Mendip Road.**

The Clerk gave an update on the current position regarding the progress with the lease for the cemetery land with North Somerset Council. A small piece of land at the entrance driveway to the cemetery/allotments was unregistered. Our solicitor advised it was prudent to swear a statutory declaration as to long use and apply for a prescriptive easement (ST4) at the Land Registry. This had been completed and submitted to our solicitor 31<sup>st</sup> January 2023. The last correspondence with our solicitor was 9<sup>th</sup> February when she had chased North Somerset Council for a response to queries. It was unclear how long the Land Registry would take to process the application.

The Clerk had also gained initial estimates for some of the basic work for setting up the cemetery as follows:

Boundary stock proof post & rail fencing £5,950.

Metal Fencing and gates to the front boundary entrance to the cemetery off the car park £8,500.

Water provision £600.

Relocate kissing gate to the bottom of the site £300.

Surfacing including levelling, removal of waste, surfacing materials, drainage and boundary wall with adjacent property £198,000. The contractor did not recommend the soil and grass option due to durability and suggested gravel as an alternative. The estimate covered both of these options and they suggested that a bill of quantities should be provided to all tenderers to make it a fair pricing schedule.

Councillors discussed the information provided by the Clerk and concluded that the next step was for the New Cemetery Working Group to meet with members of the Finance Committee to discuss the surfacing specification and costs, how this will be managed within Financial Regulations and options for how the work will be funded.

**COU93/23: To consider applying for a non-material amendment to planning approval 21/P/3199/FUL for the new cemetery to change the top dressing of the required surfacing from soil and grass seed to gravel.**

**\*\*\* This item was deferred pending further research.**

**COU94/23: To consider the recommendation by the Finance Personnel & Administration Committee on their review of the Policy on Filming, Audio-recording, Photographing and Reporting of Council & Committee Meetings undertaken 13<sup>th</sup> February 2023.**

**RESOLVED:** to approve and re-adopt the Policy on Filming, Audio-recording, Photographing and Reporting of Council & Committee Meetings and to purchase an audio recorder up to the value of £200.

**COU/95/23: Finance**

To authorise payments, including to note receipts and petty cash payments for March 2023.

**RESOLVED:** to authorise payments, including to note receipts and petty cash payments for March 2023.

**COU/96/23: To consider an extension to the streetlighting maintenance contract approved 23rd January 2023 by the Amenities & Properties Committee from two years to three years.**

The contractor had offered a three year contract holding the price as it currently stands for carrying out two annual pre-planned maintenance on all the streetlights in spring and autumn.

**RESOLVED:** to extend the streetlight maintenance contract from two to three years.

**COU/97/23: To consider signing up to the Civility & Respect Pledge.**

The signing up to the Civility & Respect Pledge was agreeing that the Council will treat councillors, clerks, employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. This initiative was being promoted in collaboration with the Society of Local Council Clerks, National Association of Local Councils through Avon Local Council Association as a way to demonstrate the commitment to promoting good behaviour and best practice.

**RESOLVED:** to sign up to the Civility & Respect Pledge.

**Matters for Information****COU98/23: Clerk's report.**

- i) In November the Clerk had asked the Council if they wished to escalate the response from Royal Mail about the poor service in Yatton to the Postal Review Panel. Councillors decided it would be wise to wait and see how the service performs over Christmas and revisit it in January 2023. The Clerk asked again in January if they wished to escalate the matter but members thought due to recent strike action it was difficult to make a judgement on the service at the moment. This was deferred to this evening's Council meeting. Members decided they wished to escalate the standard of service in Yatton to the Postal Review Panel, whilst there had been a small improvement overall post was still not arriving regularly and all indications were that this was likely to deteriorate further especially with the parcel service being prioritised over the letter service.
- ii) The Clerk suggested that members may wish to help each other by offering to take others' Local Government Election nomination papers down to the town hall for submission/checking so avoiding everyone having to go individually.
- iii) The reserved matters application for Rectory Farm was application number 23/P/0238/RM.

**COU99/23: Future agenda items.**

The new proposed cemetery off Mendip Road.  
Weight limit signs in the Parish.  
Newsletter provision.  
Lease with North Somerset Council for the new cemetery.  
Ways to commemorate the reign of Queen Elizabeth II.

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Chairman

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