

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

Monday 15 May 2023

At Hangstones Pavilion, Stowey Road, Yatton.

Meeting opened: 7.30 p.m. Meeting closed: 9.00 p.m.

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

Also in attendance: Clerk, District Councillor Steve Bridger, District Councillor Wendy Griggs (late).

Councillor Jonathan Edwards congratulated District Councillor Steve Bridger on his re-appointment as a District Councillor. He thanked the Council and staff for all their work and support during his time as Chairman of the Parish Council. The meeting gave a round of applause.

No prayers were given.

MATTERS FOR DECISION

COU1/23: To elect a Chairman for the ensuing year.

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

Councillor Jonathan Edwards handed over the Chains of Office to Councillor Chris Jackson who thanked him for all his hard work during his chairmanship of over five years and also for all his support to him in his role as Vice Chairman. The meeting gave a round of applause.

COU2/23: 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 Chris Jackson made his declaration of acceptance of office as Chairman of the Council. The declaration was signed by Councillor Jackson and the Clerk.

COU3/23 To appoint a Vice-Chairman for the ensuing year.

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

Councillor Peter Lomas thanked Councillor Chris Jackson for all his work during his time as Vice Chairman of the Parish Council. The meeting gave a round of applause.

COU4/23: 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 Peter Lomas made his declaration of acceptance of office as Vice Chairman of the Council. The declaration was signed by Councillor Lomas and the Clerk.

COU5/23: To consider approving any new Councillors declaration of acceptance of office at or before the next meeting of the Parish Council.

RESOLVED: to allow Councillors David Crossman and Massimo Morelli to make their Declarations of Office before or at the next Full Council meeting.

COU6/23: To receive apologies for absence, and to approve reasons where appropriate. Apologies have been received from Councillor David Crossman and District Councillor Wendy Griggs (who did arrive later in the meeting).

COU7/23: To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.

NONE.

MATTERS FOR INFORMATION

PUBLIC PARTICIPATION

COU8/23: Public participation.

No members of the public were present.

North Somerset Councillors' report.

District Councillor Steve Bridger was congratulated and welcomed back as District Councillor following the recent elections. He advised that it was remaining as a partnership administration which was helpful for continuity. There were eighteen new Councillors and the first meeting to formalize the Council and roles was next week. He was going to give an update soon about the pending housing developments.

The High Street Improvements at the end of Barberry Farm Road had encountered unexpected issues with infrastructure under pavements and this had caused delays in progressing the work. A meeting was due to take place tomorrow and it was hoped there would be impetus behind pushing forward and completing this section soon.

Councillor Bryan Thomas spoke to District Councillor Steve Bridger about his recent experience of using the new WESTlink bus service app. They had both found issues with using it and this would be fed back to WESTlink. The phone service appears to be working well and it was hoped the App issues were initial problems that will be resolved soon. The Sainsburys planning application progress was queried and District Councillor Steve Bridger advised it was recommended for approval by the planning officer. There was still work being done by Sainsbury's lawyers on the S106 agreement.

Parish Liaison Officer Report

No report as new Liaison Officer not appointed yet.

Police report

No report.

MATTERS FOR DECISION

COU9/23: Minutes of the meeting of the Council held on 13th March 2023.

The Minutes of the meeting held on 13th March 2023 were approved as a correct record and signed by the Chairman.

COU10/23: Exclusion of public:

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].'

NOT REQUIRED.

COU11/23: Finance

The Clerk had circulated all documents to Councillors including payments, receipts and petty cash, the Annual Return Sections 1 & 2 and the Annual Internal Auditors Report 2022-23 prior to the meeting and displayed them as additional documents on the website with the agenda on 9th May 2023. Members noted the Annual Internal Auditors Report 2022- 23 ahead of the following agenda items.

i) To authorise payments, including to note receipts and petty cash payments for May 2023.

RESOLVED: To authorise payments, including to note receipts and petty cash payments for May 2023.

ii) To confirm and sign the conflict of interest form for the external auditor BDO.

RESOLVED: that there were no conflicts of interest between Yatton Parish Council and BDO LLP External Auditors. The conflict of interest form was signed by Chairman Chris Jackson and the Clerk.

iii) To agree section 1 of the accounts for the Parish Council 2022-23 and sign Section 1 of the Annual Return 2022-23.

RESOLVED: that the accounts statement in section 1 was agreed and the Section 1 of the Annual Return 2022-23 was signed.

iv) To agree section 2 of the accounts for the Parish Council 2022-23 and sign Section 2 of the Annual Return 2022-23.

RESOLVED: that the accounts statement in section 2 was agreed and the Section 2 of the Annual Return 2022-23 was signed.

COU12/23: To appoint committees.

RESOLVED: that members be appointed to committees as follows:

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

Finance, Personnel & Administration Committee: Chair & Vice-Chair of Council, David Crossman, Jonathan Edwards, 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, 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.

COU13/23: Appointment of working groups.

RESOLVED: that the following working groups were dissolved and the members listed below be appointed to the remaining working groups as follows:

Dissolved Working Groups.

Wakedean Gardens Working Group

Play Area Working Group

Technical Support Working Group

Joint New Medical Centre Working Group

Climate Emergency Working Group

Station Footbridge Roof and Cycle Ramp Working Group - (the charity set up for this was in the process of being dissolved).

North End Gateway and Roundabout Working Group

Hangstones Emergency Base Working Group

Library Strategy Working Group

CIL Ideas Consultation Working Group

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

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

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

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

Christmas Lights Working Group: Caroline Sheard, Graham Humphreys, Steve Humphrey and Steve Lister.

Party in the Park Working Group - Graham Humphreys, Steve Humphrey, Lucy Kehoe, Steve Lister, Jessie McArdle and Caroline Sheard.

COU14/23: To review any changes to the terms of reference for Council, Committees and Working Groups.

RESOLVED: to approve the new Terms of Reference subject to them being amended to include the revisions made to working groups under COU13/23.

COU15/23: 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: Graham Humphreys.

ALCA: Chris Jackson.

North Somerset Flood Risk Action Group: David Crossman.

Connected Yatton Group: Jonathan Edwards and Chris Jackson.

North Somerset Cycle Forum: Jonathan Edwards.

PCAA: Bryan Thomas and Roger Wood.

Yatton United Charities: David Crossman, Graham Humphreys. Councillors Steve Lister and Steve Humphrey wished to become trustees. The Clerk was to check the number of trustees permitted.

COU/16/23: To approve the Statement on Internal Control 2022-23.

RESOLVED: to approve the Statement of Internal Control 2022-23 which was then signed by Chairman Chris Jackson.

COU/17/23: To consider resolving that Yatton Parish Council is eligible to use the General Power of Competence.

The general power of competence, the power of a local authority 'to do anything that individuals generally may do', has been available to Yatton Parish Council since May 2012. Eligibility expires at this meeting but may be renewed for a further four years provided that the conditions for eligibility are satisfied. Members must be satisfied that:

- The number of councillors elected (i.e. not co-opted) is at least two thirds of the total number of seats on the Council (i.e. at least 12 out of 18); there are currently 13 elected councillors.
- The Clerk holds the Certificate in Local Council Administration (CiLCA).
- The Clerk has passed the 2012 CiLCA module on the General Power of Competence.

RESOLVED: to declare that Yatton Parish Council is eligible to use the General Power of Competence.

***** District Councillor Wendy Griggs arrived during discussion of the following item.**

Chairman Chris Jackson welcomed her to the meeting and congratulated her on her re-election as a District Councillor and as Chairman of North Somerset Council.

COU18/23: To consider commenting on the Bristol Airport Surface Access Strategy

RESOLVED: to approve the circulated comments detailed below, subject to the small amendments agreed in the meeting.

1& 2. Contact Details.

3. Do you have an interest in the operations of Bristol Airport?

Yes: the parish of Yatton is less than 5 miles from the airport and all aircraft using the airport have to fly over some part of our parish.

4. With 1 being never and 5 being frequently, how frequently do you receive comments from your residents regarding travel/infrastructure surrounding the airport?

Frequently, so 5 on that scale.

5. If you have received comments from the community in respect of access to the airport, what are the main themes of them?

Complaints about extra congestion, combined with pointing out the very great difficulties in accessing the airport by bus. This has not been alleviated in any way by the new on-demand bus service, which does not go to the airport, and by the fact that concessionary bus passes do

not include travel to the stops actually at the airport. One might almost think that the airport was trying to force people to travel to the airport by private car and pay for parking. The charge for dropping off and picking up is also a frequently raised issue. This is both in terms of how high the cost is at £5 for 10 minutes and also how the very short time limit can make it difficult for anyone who has additional needs. It was noted that the new WESTlink service only drops off at the entrance to the airport which is of no help to anyone with physical limitations.

6. As a Parish or other council, what is your primary concern surrounding access to and from Bristol Airport?

The effects of increased traffic congestion, resulting from private car journeys to and from the airport, on travel within our parish, which is already frequently grid-locked by problems on the M5.

7. Do you have any local knowledge that would assist the development of the new ASAS?

Surface access to the airport from the parish of Yatton by public transport is ridiculously difficult even though it is less than 5 miles away and accessing it by private car is unreasonably expensive. Residents would value a reliable, frequent, sustainable and cheap way of travelling there. Electric buses that travel through Yatton and Claverham would be a good start.

8. Do you have any feedback from local businesses about the infrastructure/travel surrounding the Airport?

No.

9. Additional Comments

For the residents of the parish of Yatton as a whole, the airport is more of a nuisance than an amenity. Most of the parish is overflowed with several flights per hour from 6am until after midnight. The southern part of the village of Yatton, and Claverham as a whole, are particularly badly affected by the resultant noise; the noise profiling presented by the airport as part of its recent expansion plans appears to be the work of someone with a very active imagination. The residents of our parish suffer all the disadvantages of being near a busy airport but receive little or nothing in the way of recompense or convenience.

COU19/23: To consider a quote for replacing 20 further street light bulbs with LED corn lamps.

** The quote corrected the amount on the agenda as it was 23 bulbs not 20 as stated above.

RESOLVED: to approve the quote from Weston Rail Services for replacing the 23 street light bulbs with corn lamps. Cost £1,719.25.

COU20/23: To consider a quote for the trench and paving work for the installation of the Platinum Jubilee Fountain.

RESOLVED: to approve a quote from Weston Outdoor Services for the trench work and paving for the Platinum Jubilee Fountain. Cost £2,000. **This expenditure was to be taken from the CIL fund.**

MATTERS FOR INFORMATION

COU21/23: Clerk's Report.

i) The clerk raised Councillor training following the recent elections and if it was preferable to undertake it soon or wait for potential co-option of Councillors. Members preferred to wait until new co-options had taken place.

ii) The Clerk invited Councillor Steve Lister to give an update on the Party in the Park following its cancellation on the Coronation weekend due to bad weather. The working group were going to look at a new date on the 16th September and would let the Council know as soon as it was confirmed.

COU22/23: 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.

Recruitment of new Councillors for co-option.

The position of prayers on the agenda.

Chairman

___/___/2023