

**Draft Minutes**  
of a Meeting of  
**Yatton Parish Council**  
**Amenities and Properties Committee**  
**10<sup>th</sup> June 2024**

Held at Hangstones Pavilion, Stowey Road, Yatton, BS49 4HS.

Meeting commenced: 7.30 p.m.

Meeting ended: 9.02 p.m.

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

**In attendance:** Clerk, Megan Thurgur and Jeff Shipway (Parish Grounds staff).

**MATTERS FOR DECISION**

**AAP1/24: To appoint a Committee Chairman for the ensuing year.**

**RESOLVED:** that Councillor Robert Jenner was appointed as Committee Chairman for the ensuing year.

**AAP2/24: To appoint a Committee Vice Chairman for the ensuing year.**

**RESOLVED:** that Councillor Steve Lister was appointed as Committee Vice Chairman for the ensuing year.

**\*\*\* Parish Council Chairman Chris Jackson highlighted the many years Councillor Graham Humphreys had served as Chairman and Vice Chairman of Amenities and Properties Committee and thanked him very much for all his work.**

**AAP3/24: To appoint key non-voting Committee members.**

**RESOLVED:** that the Parish Council Ground staff Jeff Shipway and Megan Thurgur were appointed as non-voting Committee members.

**AAP4/2: Apologies for Absence.**

**NONE.**

**AAP5/23: To receive Councillors' declarations of interests and consider any written applications for dispensations (the Committee may only grant a dispensation to enable a member to speak in public participation).**

**NONE.**

**PUBLIC PARTICIPATION**

**AAP6/24: Public participation.**

**NONE.**

## **MATTERS FOR DECISION**

### **AAP7/24: Minutes of the Meeting held on 29<sup>th</sup> April 2024.**

The minutes of the meeting held on 29<sup>th</sup> April 2024 were approved as a correct record and signed by the Chairman.

### **AAP8/24: If the Committee wishes to exclude the public 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.**

### **AAP9/24: Parish Gardener and Groundsmen Report. Agenda item 9.**

The grounds team reported the following work that’s taken place since the last meeting:

- The allotment sites had caused a lot of work recently with a number of plots requiring strimming down and rubbish clearance following them being given up as part of the inspection process.
- The school sports day had been held on Hangstones and the site was very busy with a lot of cars on site and along the road and the porta loos were also not delivered as promised. This was being raised with the school for them to try and make sure as many parents as possible walk if the event is held at Hangstones next year.
- The football season was finished and the pitches were under repair. Pre-season friendlies will commence 10<sup>th</sup> July. The first team have been promoted so under FA requirements a new toilet was needed in one of the changing rooms. The cubicle had been fitted just the toilet required to complete this.
- The chipper was proving very useful already and the team thanked the Parish Council again for providing it.
- Weedy Wednesday with the Horticultural Society helping at Glebelands was on a Tuesday at the moment.
- A new planter had been chosen for Cherry Grove and was now on order.
- All the meadow areas were planted as were all the parish owned flower planters.

### **AAP10/24: To receive a report from Heart Revivers Working Group.**

Councillor James Hooper gave a presentation on publicly accessible defibrillators (Defib) and bleed kits and the work that had been done to date by the working group. This included the chain of survival when using a defib and the statistical outcomes of survival for patients when CPR and Defibrillators are used. He outlined how they work and the types that are available including costs. The working group had mapped all the defibrillators in Yatton and Claverham and concluded there were areas of the Parish that would benefit from a device being provided close to that part of the community. This was based on UK guidelines that recommend AED’s should be located within 200 metres of an emergency. There were six areas that are currently not within these guidelines. The provision of a defibrillator in any location was subject to a power supply being available and a suitable location being found.

The working group had sourced two potential grants that could be applied to for matched funding, one to provide training on CPR and Defibrillator use (closing date 28<sup>th</sup> June 2024) and the second to provide community defibrillators (closing date 21<sup>st</sup> September 2024).

Councillor Hooper also highlighted that Avon and Somerset Police have joined up with HeartSafe and NHS England South-West to launch a joint initiative to place Emergency Bleed Kits in local communities. He showed the Committee slides outlining the bleed kits cost £200 each and the seven places in Yatton where they could potentially be placed.

The working group had the following suggestions for consideration:

- Endeavour to increase the number of public AED's and provide bleed kits in Yatton & Claverham in accordance with the proposed recommendations.
- Apply for DHSC Community AED fund (grant 1).
- Apply for Resuscitation Council UK fund (grant 2).
- Determine whether public AED's funds can be made available within the Parish council budget.
- Seek public AED fund contributions from local businesses & organisations.
- Ask Planning Committee to consider including recommendations for public AED's when evaluating planning applications.

The committee discussed the presentation and the Clerk advised that there were potentially some funds in Health and Safety to be able to do some matched funding.

**RESOLVED:** that Councillor James Hooper would draft the grant application for the training funding asap and the Clerk would submit the application.

**RESOLVED:** that the working group investigate in more detail the locations that were suitable to provide new defibrillators in the areas ascertained as in need under the UK guidelines. The locations would be taken to the next Amenities meeting 15<sup>th</sup> July 2024 for approval.

**RESOLVED:** to investigate any available funding for bleed kits. The Clerk would pursue this with the PCSO's.

**AAP11/24: To review the list of future agenda items.**

The Committee reviewed the list of future agenda items and concluded they wished to remove the replacement of a felled ash tree and the brass commemorative plaque for the fallen in wars since WW2. These items could be revisited again in the future if required.

**AAP12/24: To consider a request from a resident to extend the car park at Hangstones.**

A letter had been received from a resident who was concerned about levels of on road parking around Hangstones during football and other on-site events. The letter had been circulated to Councillors prior to the meeting.

Councillors discussed the letter and considered that in terms of events these were very infrequent i.e. annual school sports day, the annual school carnival (this has only been since the fire last year at the school which currently precludes them using the school), the Queen's Platinum Jubilee and the Coronation celebrations. The latter were one off events. In the future there may be a biennial party in the park event organized by the Parish Council depending on interest.

The Committee were aware the site was busy during hours when football matches were being played. It was suggested that a flyer be posted to surrounding residents to let them know when the events were on and to ask the organisers and the football clubs to marshal parking so the space was used to its maximum capacity and may consider remarking the tarmac car park to ensure best use of space. The Parish Council had no budget to extend the car park and concluded it was not currently justifiable to include it in budget setting.

**RESOLVED:** that the car park remain as it was and the Clerk was asked to write to the resident and inform them of the outcome of the agenda item.

**AAP13/24: To receive a progress report on the new cemetery work.**

The Clerk reported that the stock proof fencing work had been completed to a point that would allow the cattle to be returned to grazing the adjacent field. The final part of the fence would be finished once the surfacing was finished. The retaining wall work and fence was progressing well and it was anticipated the wall would be finished and backfilled by Wednesday with the fence cemetery driveway side being completed by the end of the week and the other side would be finished by the first half of next week. The public right of way team had queried the position of the wall in relation to the line of the footpath and the Clerk had replied with an explanation and a site visit invitation but had not received a reply yet. The Clerk had enquired about the process for closing the footpath during the surfacing work. North Somerset Council closures team had called and indicated it would need to be closed under a full closure notice in the same way a road is closed. The Clerk had stressed how essential moving this project forward this summer was and the officer was going to discuss this at a team meeting mid-week. However the cost for a closure was either £1,438 but this would take 3 months or if it were fast tracked the cost was £2,600. The road closure officer had asked the Clerk to send in all the details of this as an urgent and essential community project for her to try and discuss the best options at her team meeting. The Clerk would report the outcome of the wall query and the closure process back to the Committee as soon as responses were received. The next two pieces of work were the water provision and drainage work which needed to be done ahead of the surfacing.

**AAP14/24: To receive the Clerk's report. (Agenda Item14).**

- i) The School Carnival was being held at Hangstones Saturday 15<sup>th</sup> June.
- ii) The skatepark repair and painting work had been delayed due to the poor spring weather and a family bereavement.
- iii) There was now no waiting list at the Mendip Road allotments.
- iv) The Clerk had received a call from a resident adjacent to Yatton Burial Ground who was concerned that the removal of the conifer trees in the winter of 2020-21 had caused a patio to sink and the wall to crack. The Committee advised the Clerk to write to the resident and suggest this was pursued through the property's insurance policy.
- v) The Clerk had received a request from a resident who lives adjacent to Hangstones about an Ash tree that is overgrowing her garden to the point of it taking half her garden. The tree was large and positioned one metre from her garden fence on the recreation field side and has a TPO on it. The Clerk had explained the TPO process to the resident and asked for pictures from the garden side. The grounds team and the Clerk had looked at it and the only option seemed to be to pollard the tree. The Committee advised submitting a TPO application to pollard and see what the tree officer would allow.
- vi) The Clerk advised that a large cherry tree on the green area on Well Lane was completely dead. The quote to fell the tree and stump grind it was ££615 including removal of all waste. The tree had to come down under health and safety and the Committee agreed the work must be instructed.
- vii) A request had been received from a resident asking for the Ash tree at the bottom of his garden to be pollarded like the other three that had recently been done. Due to there being higher priority tree work the Committee concluded that the pollarding of the remaining trees will be considered in spring next year.

viii) A meeting with the cemetery surfacing contractor was scheduled for Tuesday 18<sup>th</sup> June on site at 10.30 am. The Clerk and Councillors David Crossman and Robert Jenner were to attend.

**AAP15/24: Future agenda items.**

Christmas Lights Working Group Report including North End Christmas Tree and additional lighting locations.

Parish Finger Posts.

To species label Parish trees and to create a tree trail.

Bat boxes on Hangstones.

New cemetery time capsules and opening ceremony.

To create a hard surface path into Hangstones play area.

The use of weedkiller at the allotments.

Upgrading of the Cherry Grove area.

Design a Yatton Parish Council flag.

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Chairman