

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

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

Meeting commenced: 7.30 p.m.

Meeting ended: 9.12 p.m.

**Present:** Councillors: Jonathan Edwards, Graham Humphreys, Chris Jackson, Robert Jenner, Steve Lister, Peter Lomas, Massimo Morelli, Jessie McArdle and Caroline Sheard.

**In attendance:** Clerk, Megan Thurgur and Jeff Shipway (Parish Grounds staff), Lucy Kehoe, Administration Assistant and a member of the public.

**MATTERS FOR DECISION**

**AAP28/24: Apologies for Absence.**

Apologies had been received from Councillors David Crossman, James Hooper and Bryan Thomas.

**AAP29/24: 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**

**AAP30/24: Public participation.**

**NONE.**

**MATTERS FOR DECISION**

**AAP31/24: Minutes of the Meeting held on 15<sup>th</sup> July 2024.**

The minutes of the meeting held on 15<sup>th</sup> July 2024 were approved as a correct record and signed by the Chairman.

**AAP32/24: 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.**

### **AAP33/24: Parish Gardener and Grounds Team Report. Agenda item 6.**

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

- The S106 funds of £1,081.56 for playing pitch surface had been spent on a new white lining machine, a fertilizer/seed spreader, fertilizer, line marking tufts and measuring tape. The items had been approved by the North Somerset Council Officer dealing with the S106 funds and the total invoice submitted for payment by NSC was £1,079.00.
- The maintenance of the new cemetery had begun.
- The new chipper was proving invaluable in getting rid of green waste that can't be composted.
- The skatepark metal repair work and repainting had been finished and there had been lots of great feedback from children.
- Various repairs had been made to some play equipment that has been highlighted in the annual inspection reports.
- The football season was well underway with four junior and five senior sides playing at Hangstones.
- Weedy Wednesday had ended for this season but everyone who took part in this link with the Horticultural society enjoyed it.
- The grounds team had attended a trade show 'Groundsfest' as it was a good opportunity to research equipment. They wished to ask the Council if they would purchase another chainsaw to enable them to carry out a list of tree work this winter which would save money for the Council not having to employ a tree surgeon. The list of work was displayed to the meeting along with some costs from three different suppliers for the model they wanted to buy.

**RESOLVED:** to purchase a new chainsaw and battery from Forest and Arb for £408 ex vat.

The Committee thanked the grounds team for all their hard work.

### **AAP34/24: To receive a report from Heart Revivers Working Group and consider any matters required including the provision of bleed kits in the Parish.**

Councillor Graham Humphreys gave an update since the last meeting including a presentation as follows:

- The presentation highlighted the types of defibs and maps of the current locations of them in the parish and identified the gaps where there were none. The aim was to provide defibs in those gaps so residents were situated within 200 metres of one wherever they live in the Parish.
  - The training on the use of defibs and CPR was progressing with a provisional date 16<sup>th</sup> October or in the autumn half term. The trainer was going to ask for donations from those attending towards delivering the training.
  - The provision of bleed kits could be accommodated in the 2024-25 budget this autumn.
  - A grant application to the DHSC Community Automated External Defibrillator (CAED) Fund had been submitted.
- Of the identified potential locations with suitable infrastructure the working group wished to pursue the site adjacent to St Dunstan and St Anthony church on Claverham Road first.
- A letter had been drafted to circulate to businesses in the Parish asking for contributions towards new AED's. Hopefully, these donations will help to provide matched funding for

the DHSC Community AED Fund grant application. In the event this was not successful the working group asked the Parish Council if it would commit to providing £800 towards the project which would then cover the matched funding requirements of the grant application.

**RESOLVED:** to provide £800 for matched funding from the health & safety budget if required for the grant application.

**AAP35/24: To consider working on the landscaping of the new cemetery.**

The landscaping plan was to be implemented this autumn/winter and the Clerk asked if any members would be particularly interested in working with the Clerk and Grounds Team on this. Councillor David Crossman was not at the meeting but had expressed interested in this part of the project so the Clerk was to talk to him about it.

**AAP36/24: To discuss a missing finger post on Claverham Drove raised by a resident of the parish.**

The resident who had reported the missing post also gave the Clerk some very useful information from a North Somerset Council Historic Environment Assistant about the maintenance, repair and restoration of historic finger posts. Councillor Jonathan Edwards agreed to review the information and speak with Councillor David Crossman who had done a survey of the finger posts in the past. The Clerk mentioned that there was a North Somerset Council officer who had a list of parts from fingerposts, it may be worth contacting him.

**AAP37/24: To consider a request by Yatton & Cleeve Football Club for permission to erect a sign at the entrance to Hangstones.**

The football club had provided an example of a couple of designs for the sign which were displayed to the Committee.

**RESOLVED:** to approve the 915mm x 915mm design for the sign. To be erected in a position on the other side of the front gate at Hangstones.

**AAP38/24: To consider compensation for damage to the top of a fence and a bench following a tree falling into a garden from Heathgate.**

The Clerk provided photos of the damage to the bench and the fence panel for the Committee to review. The Committee discussed various approaches to the issue including looking at costs the Clerk had provided for identical replacements.

**RESOLVED:** to invite the residents to submit a quotation for replacing the panel and bench which will be considered at the next meeting.

**AAP39/24: To consider providing a new dog bin on the other side of the May field in Mayor's Road, Claverham.**

The location of the potential bin was displayed to the Committee.

**RESOLVED:** to provide a new dog bin subject to the exact position of the bin to be decided by the grounds team and Clerk to ensure there was no impact on any adjacent properties.

**AAP/40/24: To consider work to a tree in the burial ground.**

A complaint had been received from an adjacent resident regarding the tree which is also growing very close to his property and phone lines. The photographs of the tree were displayed to the Committee. The tree was in the conservation area so a planning application was required. The grounds team suggested that it should be pollarded.

**RESOLVED:** to submit a works to trees in a conservation area planning application to have the tree pollarded.

**AAP41/24: To consider the request from Yatton Junior Football Club to use Hangstones electricity supply for a pop up café and to use the outside toilets throughout the forthcoming football season.**

The Committee discussed the use of the facilities by the junior football club and also what charges had been made to others using the building in this way. As this was to generate money for the club and there was a cost impact of electric, cleaning and consumables Councillors considered that it was fair to make a charge, especially as it was going to be on a regular basis and discussed a couple of suggestions of how to charge.

**RESOLVED:** to charge a fee of £10 +vat for each use. This was stipulated within the Hire Charges for Hangstones as the minimum charge for using any part of Hangstones building.

**AAP42/24: To discuss issues regarding the condition of plots at North End Allotments.**

The Clerk reported that the North End allotment site had seen at least a third of the 68 plots given up and relet during the past year with almost all the plots being returned in a terrible condition. The Clerk displayed a number of pictures of these plots and highlighted that this was causing an incredible amount of extra work for the grounds team in getting them back to a re-lettable condition.

There was a £25 bond charged which was not returned if the plots were given back in a poor state. It was not acting as a deterrent. The Clerk carried out inspections twice during the growing season in March/April and August but felt this was perhaps not enough to keep on top of the problem,

However, it was also a time consuming process but it did produce results. Either the plots were sorted out or given up but often not until the very end of the inspection process at the point of tenancy termination.

The Clerk considered that the tenants of plots that were starting to fall into an uncared for condition needed to be contacted at the earliest opportunity to prevent them ending up like the pictures displayed. She suggested an email to all tenants highlighting the problems and asking that they contact her if there were any changes in circumstances that might affect the ability to care for the plots. The grounds team agreed to keep a general watch on the site and let the Clerk know if any plots were starting to show signs of not being worked so action can be taken immediately.

**AAP43/24: To receive the Clerk's report. (Agenda Item 16).**

- i) The grant application had been submitted to the Police for the mobile speed activated device.
- ii) The Annual Report cover was to be of the Peoples Border but there were no suitable pictures. The Committee asked the Clerk to choose a different one.
- iii) The Clerk had been advised by a resident of Claverham that the May Day field was being gifted to Claverham Village Hall by Newlands Homes.
- iv) The new external socket on Hangstones had been installed.
- v) The internet was due to be re-instated on Friday 20<sup>th</sup> September.
- vi) The TPO application for work to an Ash on Hangstones submitted in June had now been registered.
- vii) The Non-material amendment planning application 24/P/1690/NMA had been refused by North Somerset Council because it was not the correct type of application for the changes the

Parish Council wanted to make. This was very frustrating because the Clerk had tried to gain advice about which type of application to submit but had not received any replies to her emails. The non-material amendment application had therefore been submitted in the belief that if it had been incorrect then it would not have been registered. However, it was registered so it was assumed it was correct. The Clerk was endeavouring to sort this out asap.

viii) The Clerk had received a request to re-mark the disabled bays in Glebelands car park and add Blue Badge signage. The Clerk was to obtain costs.

**AAP44/24: 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.

To contact Claverham Village Hall to ascertain confirmation regarding the future of the May Day field.

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Chairman

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