

Draft Minutes
of a Meeting of
Yatton Parish Council
Amenities and Properties Committee
28th October 2024

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

Meeting commenced: 7.30 p.m.

Meeting ended: 9.02 p.m.

Present: Councillors: Jonathan Edwards, James Hooper, Graham Humphreys, Chris Jackson, Robert Jenner, Peter Lomas, Massimo Morelli, Caroline Sheard and Bryan Thomas.

In attendance: Clerk and a member of the public.

MATTERS FOR DECISION

AAP45/24: Apologies for Absence.

Apologies had been received from Councillors David Crossman, Steve Lister, Jessie McArdle, Bryan Thomas and Grounds Team members Jeff Shipway and Megan Thurgur.

AAP46/24: 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

AAP47/24: Public participation.

NONE.

MATTERS FOR DECISION

AAP48/24: Minutes of the Meeting held on 16th September 2024.

The minutes of the meeting held on 16th September 2024 were approved as a correct record and signed by the Chairman.

AAP49/24: If the Committee wishes to exclude the public the following resolution must be passed:

RESOLVED: that the public be excluded from the meeting during consideration of agenda item 8 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business of competitive quotes.

RESOLVED: to move agenda item 8 to be reviewed after agenda item 13 to allow the member of the public to remain in the meeting for as long as possible.

AAP50/24: Parish Gardener and Grounds Team Report. Agenda item 6.

The grounds team had given apologies but had provided a brief report as follows:

- The new planter at Cherry Grove was installed and planted.
- Glebelands Gardens had won 'Outstanding' in the RHS 'It's Your Neighbourhood Award'. The Committee thanked Megan Thurgur and Jeff Shipway for all the hard work that keeps the gardens at this very high standard.
- The team were going to see a demo of a weed removing machine on a variety of surfaces.

AAP51/24: To receive a report from Heart Revivers Working Group and consider any matters required. Agenda item 7.

Councillor James Hooper gave an update since the last meeting including a presentation as follows:

- The presentation highlighted progress with the project. There had been £1,700 received in donations from businesses. The Parish Council had paid £750 for the 50/50 grant contribution and the cost of installing the defibrillator at the Catholic church of St Dunstan was £260 (Total £1,010). All permissions had been obtained from the church. The defibrillator had been delivered and the install was due to take place 11th November and Lucy Kehoe was to register it on the Circuit and become the Guardian for it.
- The working group had looked at locations for a second defibrillator at Yatton Station and in the Wemberham Crescent phone box which was adopted by the Parish Council. There were considerable constraints with the station as a location because the building was listed. The Clerk had made an enquiry with North Somerset Council about whether planning permission was required to mount a defibrillator on a listed building. It would also require consent from Great Western Rail and Network Rail. However, being able to gain all these permissions while the grants were still available seemed unlikely and it had transpired that the defibrillator offered under the grant scheme was not suitable for installing in a phone box.
- The cost of a defibrillator suitable for a phone box was £1,225 with install of approx. £260. This together with £1,010 for the first defibrillator (£2,495 total) less the £1,700 donations left a shortfall of £795.
- The working group asked the Parish Council if it would consider fully funding the £1,010 rather than it being returned to Parish Council funds from donations and also provide the £795 shortfall to allow the 2nd defibrillator to be provided in Wemberham Crescent phone box.

RESOLVED: to fully fund the £1,010 for the first defibrillator and provide the shortfall of £795 for the second defibrillator in the Wemberham Crescent.

RESOLVED: that the second defibrillator funding of £795 was to be paid from the oldest CIL fund.

AAP52/24: To consider the quotes for compensation for damage to the top of a fence and a bench following a tree falling into a garden from Heathgate. Agenda Item 9.

The Committee had asked for the resident to provide quotes at the meeting on the 16th September.

RESOLVED: to arrange a payment of £216.99 in settlement of the damage caused by the tree.

AAP53/24: To consider hiring a skip to assist with clearance of plots at North End Allotments. Agenda Item 10.

The Grounds Team have reassessed this work and do not require a skip.

AAP54/24: To consider any items for inclusion in the budget for 2025-26. Agenda Item 11.

The Committee discussed a number of ideas for projects and items that might be included in next year's budget. These were then prioritised and the following ideas were to be moved forward and costed ahead of the budget setting process which would be done towards the end of November.

- To upgrade sections of Hangstones circular path – Costing required.
- Provide bleed kits at key locations - £200 each.
- Provide more defibrillators. The Heart Revivers would work on finding suitable locations and make progress with the station as a location. Costing required.
- To install a gate in the fence at the top end of the North End Allotments to assist the grounds team access. Costs required.
- Claverham Noticeboard – needs replacing, a grant is to be applied for from Bristol Airport. If unsuccessful budget can be allocated. Cost approx. £2,200.

AAP55/24: To consider commenting on an application made to North Somerset Council for an advisory disabled parking bay at 144 Stowey Road, Yatton. Agenda Item 12

The Committee discussed the disabled bay and the issues of on street parking at the location address.

RESOLVED: to approve and support the advisory disabled parking bay at 144, Stowey Road, Yatton.

AAP56/24: To consider a quote for remarking the disabled bays in Glebelands car park. Agenda Item 13.

This item was deferred while other options were explored.

***** At this point in the meeting the member of the public was asked to leave for the following confidential item.**

AAP/57/24: To consider any matters as required for the new cemetery. Confidential Item. Agenda Item 8.

The Clerk reported that installation of the front boundary fence of the cemetery area itself was due to take place on Thursday and Friday this week. The stage two top surfacing quote process was almost complete. It had been advertised on Contract Finder and it was likely to provide four or five quotes which would need scrutinizing by the new cemetery working group. The quotes will be taken to the next Full Council meeting on the 11th November.

The Clerk had looked at the landscaping plan within the planning application with the grounds team and advised that the density of trees in the boundary hedging was too high. They would overcrowd each other quite quickly and this would be to the detriment of the trees. The Clerk apologised for this error in the landscaping plan and advised that instead of a tree every five metres it should be every ten metres. The change would require an amendment application. However, it was proposed to continue on the basis of planting a tree every ten metres and wait to apply for the amendment in case any other changes were forthcoming. If approval was not obtained then the additional trees could be added easily.

The Clerk had obtained quotes for taking off a 50cm strip of the top grass along the fence boundary of the cemetery area in preparation for planting the trees and hedging.

RESOLVED: to accept a quote of £500 for removing the 50cm strip of top grass on the cemetery fence boundary.

The Clerk had also obtained a quote for all the hedging and trees and stakes and rabbit guards for three sides of the inside of boundary fence. The grounds team were happy to plant all the hedging and trees. In discussion with them they had asked if the whips and bare rooted trees could be paid for in total but collected for planting one side of the site at a time. The company who provided the quote were local, very reputable and happy to accommodate this arrangement. The Clerk had looked at online companies which were possibly cheaper but it would mean ordering three times and paying for delivery therefore there was little to be gained. There was also not the same quality assurance. The Clerk had also found a Government grant for planting new hedgerows which could be applied for if we could fulfill the criteria.

RESOLVED: to approve a quote of £1,872.49 from Chew Valley Trees.

NOTE: the Clerk will obtain a quote for the Hornbeam front boundary hedge in time for 11th November Full Council meeting.

AAP58/24: To receive the Clerk's report. (Agenda Item 14).

- i) The Clerk asked for some help to look at the plumbing quote for Hangstones alterations both from the choice of materials and to check the plastering provision isn't already covered under the building quote. Councillor Rober Jenner agreed to assist.
- ii) The TPO application for pollarding an Ash tree on Hangstones and the works to trees in a conservation area application for pollarding a Sycamore in the burial ground were both registered and in the planning process.
- iii) Yatton Junior Football Club wish to access Football Foundation grant funding for a new 3G pitch. In order to do this they need to extend the lease they have with the Parish Council but there is still five years to run on the existing lease. They have asked what needs to be done to extend it. The Clerk was asked to get an indicative cost from the solicitor the Parish Council used for the cemetery lease.
- iv) The Clerk mentioned an interest from a member of Yatton Horticultural Society who would like an allotment when he retires but he lives just outside the Parish boundary. As there was no waiting list the Parish Council were open to thinking about this in due course.

AAP59/24: 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.

Design a Yatton Parish Council flag.

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

Chairman

____/____/2024