

**Draft Minutes**  
of a Meeting of  
**Yatton Parish Council**  
**Amenities and Properties Committee**  
**2nd June 2025**

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

Meeting commenced: 7.30 p.m.

Meeting ended: 9.30 p.m.

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

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

**\*\*Councillor Robert Jenner opened the meeting for the first agenda item.**

**MATTERS FOR DECISION**

**AAP1/25 To appoint a Committee Chairman for the ensuing year.**

**RESOLVED:** that Councillor Jessie McArdle was appointed as Committee Chairman for the ensuing year and took the Chair.

Chair Jessie McArdle highlighted the many years Councillor Robert Jenner had served as Chairman of the Amenities and Properties Committee and thanked him very much for all his hard work.

She also thanked Councillor Steve Lister for his service as Vice Chair during the past year.

**AAP2/25: To appoint a Committee Vice Chairman for the ensuing year.**

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

**AAP3/25: 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.

**AAP4/25: Apologies for Absence.**

Apologies had been received from Councillors Nick Adams, Gordon Gibson and Peter Lomas.

**AAP5/25: 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**

**AAP6/25: Public participation.**

**NONE.**

## **MATTERS FOR DECISION**

### **AAP7/25: Minutes of the Meeting held on 7<sup>th</sup> April 2025.**

The minutes of the meeting held on 7<sup>th</sup> April 2025 were approved as a correct record and signed by the Chairman.

### **AAP8/25: 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.**

### **AAP9/25: Parish Gardener and Groundstaff Report. Agenda item 9.**

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

- New bin regime under Local Devolution has gone quite well just a few initial problems with the bins that were to be removed by North Somerset Council (NSC) either not being removed and also not being emptied either etc.
- All the four wild flower meadows had been prepared and seeded.
- It had been a very busy time with winter/spring work merging into summer grass cutting.
- The football season was finished and the pitches were under repair. The recent dry spell had been assisted by the use of germination sheeting that keeps in moisture and warmth. This had been funded by S106 playing surfaces funds. There had been 138 matches played this season from U8's, U9's and U10's on the mini pitches and older junior sides to the senior and veterans teams on pitch one and two.
- The roller on the Trimax had needed replacement along with the bearings that it's attached to. This is the first repair the mower had had since it was new pre 2016.
- One of the Touchwood structures near the zipwire had been removed as it was no longer safe due to deterioration of the wood making it very vulnerable to vandalism taking it beyond any repair. A possible replacement structure was being looked into.
- Weedy Wednesday had re-started with the Horticultural Society helping at Glebelands.
- The school had replied regarding the creation by pupils of the QR codes for the tree trail.
- The cemetery trees would need more staking due to being a windy site. They had been watered during the dry spring.

### **AAP10/25: To consider a request for a bench by the children's area at the burial ground.**

The Clerk presented pictures of the location the bench had been requested for and the Committee discussed the request and whether it was possible to accommodate a bench. It was concluded that there was very limited space available and if it was released for this use it would preclude the provision of a future burial space for a child. An alternative option for a bench was discussed.

**RESOLVED:** to decline the request due to the limited space and because it would preclude a future burial in the children's area. To purchase a small bench and install it adjacent to the nearby Garden of Remembrance and facing the children's area.

**AAP11/25: To consider tree work at Heathgate and Ash die back work on Hangstones.**

This item had been deferred from the last meeting on the 7<sup>th</sup> April to allow further assessment of any Ash die back work required on Hangstones. The outcome of the assessment had resulted in the need to fell a diseased Ask close to the skatepark and a dead Maple on Hangstones. Due to the location this was a priority because of Health and Safety implications of these two trees. The cost for this work was £700. The cost of the work to crown reduce the three trees on Heathgate was £950.

The Committee discussed the trees and the work required. It was considered very early in this financial year to spend three quarters of the budget.

**RESOLVED:** to carry out the tree work on the two trees at Hangstones for £700.

The Heathgate work would be reviewed along side any other tree work that may arise later in the year.

**AAP12/25: To consider the draft regulations for the new cemetery and any other new cemetery matters.**

The New Cemetery Working Group had drafted the regulations that had been circulated to the Committee prior to the meeting. The regulations were discussed and a small number of amendments were suggested.

**RESOLVED:** to approve the regulations including the amendments discussed below.

These included 2.2 – remove ‘printed’ and change to ‘application’ 2.8 – inverted commas around “Grant of Exclusive Right of Burial” 4.2 - memorials being stated in imperial measurements as well as metric consistent with the stone mason industry.

The New Cemetery Working Group had met to discuss the new front gate designs but had not reached clear consensus of which of two designs they all liked. It was therefore for the Committee to choose a preferred design by vote. The designs were presented and discussed. The discussion concluded with a proposal for the design to be a scaled up version of the gates installed into the cemetery area. This would mean the centre of the main single gate would be approx. five feet and the railings either side would be six feet. This design and the gauge of the steel would be discussed with contractor ahead of any quote process.

**RESOLVED:** to proceed to discussions with a contractor based on the design outlined in the above proposal.

The New Cemetery Working Group had also looked at a design for a sign and had obtained a quote which was presented to the Committee. The Committee discussed the design, colour and positioning of the sign. The design of the sign detail and the better specification recommendation by the working group was concurred with, however the discussion focused on the height and position of the sign which was linked to the eventual yet to be confirmed height of the gates and railings.

**RESOLVED:** to approve the design of the sign in black and with the higher specification option. The positioning and final height was to be confirmed after the gates were installed.

A final quote would be presented once the full details were established.

**AAP13/25: To consider designs for artistic signs on the gateways to the Parish.**

Councillor Gordon Gibson had researched some designs of the types of art based signs discussed at the previous meeting. Councillors discussed the designs and potential locations and there were concerns raised about the exact wording within the S106 agreements which may stipulate location given that the S106 was allied to the developments at North End. There wasn't support within the Committee for the designs of art based signs presented. There were suggestions of stone and gateway options.

**RESOLVED:** to not move forward with any of the designs presented or other suggestions until the detailed wording of the S106 agreements were fully established. The discussions would resume at the next available meeting once this was clarified.

**AAP14/25: To list any additional assets that maybe potential transfers under Local Devolution.**

The Committee were presented with maps that highlighted the places in the parish that were currently under the responsibility of North Somerset Council (NSC). The Parish Council had been asked to compile a prioritised list of NSC assets they would be interested in taking over. The Committee discussed the areas on the maps and concluded the discussions as follows:

**RESOLVED:** To approve the following list which is compiled in order of priority and submit it to North Somerset Council.

**Tier 1**

**Top priority**

Horsecastle Play Area.

Grange Farm Road Play Area.

**Tier 2**

Land adjacent to the new cemetery.

Broadcroft Play Area – currently on a long term lease between the Parish Council and NSC.

Cadbury Farm Road Open Space – currently maintained by the Parish Council no formal arrangement in place.

**AAP15/25: To consider any further ideas for using the land next to the new cemetery.**

The Committee revisited the list of uses that were compiled at Full Council on 12th May 2025. A suggestion was made of asking for the paddock between the houses and the new cemetery to be used for miniature donkeys. A concern was raised about the noise impact adjacent to properties. There were no further suggestions made in addition to those from the May 12<sup>th</sup> meeting.

**RESOLVED:** not to include a request to keep miniature donkeys on the paddock between the Mendip Road properties and the new cemetery.

**AAP16/25: To receive the Clerk's report. (Agenda Item16).**

i) The School Carnival was being held at Hangstones Saturday 14<sup>th</sup> June.

ii) The skatepark repair and painting work was being done later in June.

iii) Councillor James Hooper had resigned from the Parish Council.

iv) The new chairs in Hangstones that had been an ongoing issue of being delivered faulty was now fully resolved.

- v) The insurance valuations of the parish council buildings had been received and had been sent to the insurance company.
- vi) The Clerk had omitted adding the Football Changing Room Project Working Group formed 7<sup>th</sup> April 2025 to the agenda for May 12<sup>th</sup> for re-appointment. This was to be put on the next agenda for Amenities and Properties 7<sup>th</sup> July 2025. The current group can still continue working in the interim.
- vii) A horse and trap had been seen on Hangstones field. A further boulder was to be considered to stop this.
- viii) YACWAG had written to the Parish Council to inform of a change to their constitution which will remove the membership rights the Parish Council had to appoint one Trustee to the Executive Committee. This change will be put to its membership at their AGM in July. The reason given was that they wish to appoint Trustees with specific skills to the Executive Committee
- ix) Hangstones alterations are progressing well.

**AAP17/25: Future agenda items.**

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

Parish Finger Posts.

Bat boxes on Hangstones.

New cemetery time capsules and opening ceremony.

To create a hard surface path into Hangstones play 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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