

Draft Minutes
of a Meeting of
Yatton Parish Council
Amenities and Properties Committee
1st September 2025

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

Meeting commenced: 7.30 p.m.

Meeting ended: 8.45 p.m.

Present: Councillors: Jonathan Edwards, Gordon Gibson, Graham Humphreys, Chris Jackson, Steve Lister, Peter Lomas, Jessie McArdle, Caroline Sheard.

In attendance: Clerk, Megan Thurgur and Jeff Shipway (Parish Grounds staff).
One representatives from Yeo Valley Lions Club.

MATTERS FOR DECISION

AAP30/25: Apologies for Absence.

Apologies had been received from Councillors Nick Adams and Bryan Thomas.

AAP31/25: 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

AAP32/25: Public participation.

The representative from Yeo Valley Lions Club gave an overview of the history of the special needs play area which has been on its site in Kingston Seymour for twenty five years. It is specially design for special needs children and their families to enjoy a safe, secluded and relaxed place. It is open from April till October and in recent times is also used by special educational needs schools away days.

The site is leased to the Yeo Valley Lions and they are six years through a ten year lease which they have been told will not be renewed. They are therefore beginning to look for a new location for the play area to go. However, it would ideally be private, secluded but accessible, preferably for freehold purchase or on a long peppercorn lease. The Yeo Valley Lions hoped that the Parish Council would be supportive either through any planning permissions they might require, knowledge of any potential suitable sites or grants to assist in the project in the future.

MATTERS FOR DECISION

**** At this point in the meeting Committee Chair Jessie McArdle proposed moving agenda item 9 to be heard after agenda item 6.**

RESOLVED: to move agenda item 9 to be heard after agenda item 6.

AAP32/25: Minutes of the Meeting held on 7th July 2025.

The minutes of the meeting held on 7th July 2025 were approved as a correct record and signed by the Chairman.

AAP33/25: 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.

AAP34/25: Parish Gardener and Grounds Team Report. Agenda item 6.

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

- A great deal of watering had been needed to keep everything alive during the extensive dry hot summer including planters, goals areas, new trees at the cemetery etc.
- The pitches had all been marked up and were ready for the start of the main season though friendlies and some league matches had already taken place since mid-July. It was a very short window in which to make pitch repairs.
- New bench at the burial ground had been installed near the memorial garden and the children’s area.
- Glebelands gardens had been judged again under the RHS It’s our Neighbourhood category. The results were to be announced in October. It was a very nice event and thanks were given to the Councillors, staff and Horticultural Society members who attended.
- It had taken three tons of soil to fill the cracks on the pitches and for repair work.
- A plum tree on Barberry Farm Road open space had been impacting on a resident’s garden and this had been rectified.
- There had been issues with sheep getting onto Hangstones from the adjacent field. The team had fenced to prevent this due to complaints about droppings and out of concern they may get on the road.
- There had been vandalism of two wooden bollards at Cherry Grove. They were not required to prevent parking as they were adjacent to signs/lighting so the holes would be filled with tarmac. They had also spent time cleaning Rock Road car park which had been painted with a red cross.
- The team had used two old goals and nets to put a goal up near the skatepark for penalty practice etc. and also to protect the goals areas on the pitches. This had worked very well and the stand alone goals was proving very popular.

AAP35/25: To discuss the relocation of the Yeo Valley Lions Kingston Seymour Play Area. Agenda Item 9.

Councillor Chris Jackson had been given a tour by a member of the Lions in July and highlighted what an impressive facility it was and how important it was that it was retained for special needs families. The site was approx. 0.4 acre i.e. roughly the same size as the play area at the Horsecastle open space. He and Councillor Peter Lomas mentioned that a possible new site might be the cemetery field currently not in use. Councillor Caroline Sheard also

spoke regarding how much time the Yeo Valley Lions give to look after the area to the high standard it is and that it was important to support the retention of the play area. Councillor Gordon Gibson mentioned that if the cemetery field were considered then time would be needed to allow any landscaping required to grow to a size that would provide the required privacy.

The overall consensus was that the Parish Council would be as supportive as possible of the project in the future.

AAP36/25: To consider any new cemetery matters.

The Clerk gave an update on work that was still ongoing. The new road-front sign had arrived as had the benches for the central seating. A contractor had been approached to organise the installation work and there was a meeting about this scheduled for next week. The new front gates had been made and sent to be galvanised. They were due back in the next couple of weeks and then need to be powder coated. They should be ready for installation by the beginning of October. At the meeting next week the Clerk will also discuss with the contractor arrangements for the removal of the current gates and re-positioning at the allotments as this must be in sequence with the installation of the front gates. The road front sign may have to be installed after the new front gates. The landscaping work at the cemetery will take place this autumn/winter.

AAP37/25: To receive an update and to consider any matters regarding the football changing room project. Standing Item.

The Clerk reported that Councillor Chris Jackson had worked on three grant applications for the changing room project, the Football Foundation, North Somerset Council Economy REPF 2025 Community Grants and Sport England. The Sport England grant had been submitted and refused but they had indicated a resubmission with additional details on the build costs would be welcomed. The other two grants could not be progressed without building quotes.

The Clerk had taken advice from a former North Somerset Council building control inspector (now working in the private sector) about recommended companies who could provide detailed drawings and a specification that would give full details that were compliant with current legislation.

Councillor Gordon Gibson had raised concerns with the Clerk about how vital it was that the Parish Council have a detailed plan for the building that was fully compliant with current legislation and approved by the Parish Council prior to going out and seeking quotes.

The Clerk had actioned this with one company of architects recommended by the building control inspector asking for a quote to produce the plans and specifications for the project (fully compliant with all legislation) and depending on this cost she would seek further quotes for the same work in line with financial regulations.

The Clerk will bring quotes for this work to the Parish Council for approval and when the architect's work was completed the drawings and specification can again be approved by the Parish Council prior to going out for quotes on Fixed Contract. Once the quote process is complete the Parish Council can review and approve a contractor and the quotes can be used to complete the grant applications.

AAP38/25: To review the conditions of hire and guide for hirers documents.

The Clerk reported that the two documents had been incorporated into one document for the terms and conditions of hire including the privacy notice. It included all the details required for the use of the sale of alcohol licence. There were also two bookings forms, one for standard bookings and one for when the sale of alcohol licence was required and a privacy notice.

The terms of hire documents and forms had been circulated prior to the meeting. The Police Licence team had inspected the building and had advised of a small number of legal additions

which had been included. The Police had reviewed the documents prior to circulation to Councillors and were satisfied they complied with the law and had approved them. Councillors discussed the Challenge 21 stipulation in light of the age limit being 18 to purchase alcohol but concluded that if it was the recommendation of the Police they should retain it as Challenge 21.

RESOLVED: to approve the wording in the terms and conditions of hire document and the two booking forms without amendment.

AAP39/25: To consider a TV licence for Hangstones Hall.

The request for a TV licence had been made by Yatton & Cleve United FC because they wished to watch the results show on terrestrial TV after matches on the occasions that they hire the hall. They were willing to fund the cost of the licence. Councillors discussed the request and were broadly in support of this as long as there was no possible conflict with the use of the TV by other hirers. The Clerk advised this was the first request to use the TV that had been received but that it was preferable that the Parish Council purchased it as the owner of the building and invoiced the football club for the fee.

RESOLVED: To agree to the purchase of a TV licence at the expense of the football club for one year with a review to take place prior to licence renewal.

AAP40/25: To appoint members to represent the Parish Council on the North Somerset Council Local Devolution Steering Group.

The Parish Council had requested representation on the steering group and this had been agreed by North Somerset Council but with no detail on how many members were invited. It had been some time since a meeting had taken place but it was understood that one may take place in September. The Clerk gave an overview of a recent development instigated by the main towns of Portishead, Weston and Nailsea (members of the steering group along with an ALCA rep) regarding a Local Devolution Framework drafted by North Somerset Council which laid out details of the Local Devolution process and how NSC officers were to proceed in their handing over of assets to Town and Parish Councils.

The draft framework had been circulated to the steering group members including Yatton Chairman and the Clerk for comment. The document had been reviewed and a number of key changes had been made. Councillor Chris Jackson outlined a number of the key changes including asset transfer on the basis of default freehold not leasehold, the onerous request to make a business case for taking on an asset when in some places there were over four hundred assets (request one business case per Parish to cover all assets to be transferred), all costs liabilities and income streams to be transferred with the asset and each party pay their own legal costs. Councillor Chris Jackson suggested that as both he and the Clerk had been fully engaged with Local Devolution to date it was beneficial that they represent Yatton on the steering group and that the Vice Chair of the Council and the Chair of Amenities were also available either as members (depending on how many are allowed) or as stand ins in the absence of the Chair or Clerk. The reporting process may be on the same basis as the High Street Improvements Steering Group.

RESOLVED: that the members of the Local Devolution Steering Group were Chair of the Council Chris Jackson and Vice Chair Peter Lomas, the Clerk, and Chair of Amenities Committee Jessie McArdle. The steering group was to report back to either the Amenities Committee as a standing agenda item or Full Council.

AAP41/25: To receive the Clerk's report. (Agenda Item 13).

- i) PCSO Rachel Sellars had left the Yatton Police team, she has been with them for a long time and was a pro-active member of the team.
- ii) The alterations on Hangstones should be completed by the end of the week.
- iii) The Clerk gave an overview of the events regarding the 1948 covenant on land at Rock Road fields that precludes the sale of alcohol to protect the Prince of Orange. The Prince of Orange is now residential property and the original brewery in the covenant no longer exists. A solution had been found by the Parish Council's solicitor regarding the covenant that would lift the alcohol restriction. The cost of this was £655.40 and Yatton Junior Football Club had agreed to fund this cost (Minute COU182/21). The Clerk asked members if they were happy to proceed or if they wished to discuss this at Full Council on the 15th September. No member wished to discuss this further. The Clerk highlighted that any future sale of alcohol permission at Rock Road was a separate matter.

AAP42/25: 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.

Chairman

___/___/2025