

Draft Minutes
of the Annual Meeting of
Yatton Parish Council
held on
Monday 13 May 2019
at Hangstones Pavilion

Meeting opened: 7.30 p.m. Meeting closed: 10.05 p.m.

Present: Councillors: Jonathan Edwards, Rachel Batchelor, Wendy Griggs, Chris Jackson, Robert Jenner, Ian Payne, Steve Phippen, Caroline Sheard, Bryan Thomas, Peter Lomas, Massimo Morelli and Roger Wood.

Also in attendance: Clerk, District Councillors Wendy Griggs & Steve Bridger, North Somerset Council Parish Liaison John Wilkinson, Greg Cruse, Jill Iles, James Macqueen and 1 member of the public.

Prayers were led by Greg Cruse.

MATTERS FOR DECISION

COU1/19: To elect a Chair for the ensuing year.

RESOLVED: that Jonathan Edwards be elected Chair of Yatton Parish Council, to hold office until the next Annual Meeting of the Council.

COU2/19: To receive the Chair's declaration of acceptance of office or to permit him/her to make the declaration before or at the next meeting of the Parish Council.

Jonathan Edwards made his declaration of acceptance of Office as Chair of the meeting which was signed by himself and the Clerk.

COU3/19 To appoint a Vice-Chair for the ensuing year.

RESOLVED: that Chris Jackson be appointed Vice-Chair of Yatton Parish Council, to hold office until the next Annual Meeting of the Council. He made a declaration of acceptance as Vice Chair of Council which was signed by himself and the Clerk.

COU4/19: To receive any newly elected Parish Councillors declaration of acceptance of office or to permit members who require it to make their declarations before or at the next meeting of the Parish Council.

RESOLVED: that David Crossman be permitted to make his Declaration of Acceptance of Office before or at the next meeting of the Parish Council.

COU5/19: To receive apologies for absence, and to approve reasons where appropriate.

Apologies for absence were received from Councillors David Crossman and Graham Humphreys and from PC Adam Clarke and PCSOs Cheryl Burns and Rachel Sellars.

COU6/19: To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.

Councillor Jonathan Edwards declared a non-disclosable pecuniary interest in agenda item 20 as his wife was Chair of the Village Hall Management Committee. He wished to leave the room during discussion of the item. Vice Chair Chris Jackson was to Chair item 20.

COU7/19 To consider co-opting on to the Parish Council and to discuss the process for making co-options onto the Council for any outstanding vacancies.

RESOLVED: to co-opt Jill Iles and James Macqueen into the two Parish Council vacancies in North Ward. There were a few enquiries regarding the vacancies on the Council from persons not known to the Council, therefore the normal advertisement and interview process would be followed.

PUBLIC PARTICIPATION

COU8/19: Public participation

Chair Jonathan Edwards began by thanking former District Councillor Jill Iles for all her hard work over the past 12 years and welcomed the new District Councillors Steve Bridger and Wendy Griggs. He also welcomed the new members of the Parish Council. He also thanked Parish Liaison Officer John Wilkinson for his assistance.

He outlined the main current priority issues for the next year and beyond. These included bus services and re-establishing a bus link with Clevedon/Sunday services, the school access from the Co-op car park, highways improvements, new allotments at North End, Strawberry Line extension, new cemetery, protecting the orchard by The Grange, Hangstones Pavilion alterations, Skatepark renewal/refurbishment and electric car charge points.

A long standing resident of Yatton outlined his ideas to re-instate the Village Festival Week and asked for the Parish Council's support in principal before he organised a Committee of others who were keen to progress the event. Members supported the initiative in principal.

North Somerset Councillor's report.

District Councillor Steve Bridger thanked Jill Iles for all her hard work during her time in office and thanked Chair Jonathan Edwards for sharing the main issues the Parish Council wished to progress. He was to raise the Bus Services at the first meeting tomorrow of the new NS Full Council. He apologised for needing to leave the meeting early but he wished to attend Kingston Seymour Parish Council meeting.

District Councillor Wendy Griggs also thanked Jill Iles for all her hard work particularly as she had done a lot of it on her own. She stated that she and Steve would be working together to share the work and they would do their best for Yatton and Claverham. A discussion ensued regarding bus service issues and implications for the residents of the Parish. The District Councillors were encouraged to consider carbon footprint in all their decisions by Cllr Massimo Morelli.

Parish Liaison Officer Report

John Wilkinson gave an overview of his role as liaison officer for new Councillors' information.

Police report

The Police had provided a written report of crime figures for Yatton, Claverham, Kingston Seymour and Kenn 1st March – 25th April (37 crimes the most frequent being non dwelling burglary). In addition anti-social behavior incidents had risen at the station, an arrest had been made for a series of burglaries, two reports of attempted robbery on two elderly ladies of great concern but headway had been made in identifying a suspect. It was highlighted that more Speedwatch volunteers were needed. Dates for beat surgeries were from May – July were given. The clerk was to promote these.

Neighbourhood Plan Updates.

The Yatton Neighbourhood Plan had passed its referendum 23% turnout, 1103 votes cast 1015 in support 88 against. The plan will be 'made' by North Somerset Council 23rd July 2019.

MATTERS FOR DECISION

COU9/19: Minutes of the meeting of the Council held on 11 March 2019.

The Minutes of the meeting held on 11 March 2019 were approved as a correct record and signed by the Chairman.

COU10/19: Exclusion of public:

RESOLVED: That the public be excluded from the meeting during consideration of agenda item 20 on the grounds that publicity would be prejudicial to the commercial interest of the companies who provided competitive quotes.

***** At this point in the meeting Councillor Jill Iles declared a non-disclosable pecuniary interest in agenda item 20 as she was a member of the Village Hall Management Committee and would therefore leave the room when the item was discussed.**

COU11/19: Finance

i) To authorise payments, including to note receipts and petty cash payments for May.

RESOLVED: that the payments for May 2019 be authorised.

ii) To agree section 1 of the accounts for 2018-19 and sign Section 1 of the Annual Return 2018-19. (Annexe 1)

RESOLVED: that the accounts statement in section 1 was agreed and the Section 1 of the Annual Return was signed.

iii) To agree section 2 of the accounts for 2018-19 and sign Section 2 of the Annual Return 2018-19. (Annexe 2)

RESOLVED: that the accounts statement in section 2 was agreed and the Section 2 of the Annual Return was signed.

COU12/19: To appoint committees.

The terms of reference of committees including the Cadbury Hill Joint Management Committee required amendment to reflect the following decisions. (Annexe 3)

RESOLVED: to dissolve the Business Support Working Group and create new working groups as follows; New Allotments, New School, Technical Support and a Joint New Medical Centre Working Group with this group having members from Yatton PC and Congresbury PC. The Terms of Reference would be amended to reflect these changes and re-adopted.

RESOLVED: that members be appointed to committees as follows:

Amenities & Properties Committee: Chair & Vice-Chair of Council, Graham Humphreys, David Crossman, Rachel Batchelor, Robert Jenner, James Macqueen, Massimo Morelli, Ian Payne, and Jill Iles .

Finance, Personnel & Administration Committee: Chair & Vice-Chair of Council, Wendy Griggs, David Crossman, Massimo Morelli, Graham Humphreys, Peter Lomas, Ian Payne and Roger Wood.

Planning Committee: Chair & Vice-Chair of Council, David Crossman, Graham Humphreys, Jill Iles, Robert Jenner, Peter Lomas, James Macqueen, Steve Phippen, Ian Payne, Caroline Sheard, Bryan Thomas and Roger Wood.

Personnel Sub-Committee: Chair and Vice Chair, Peter Lomas, Ian Payne, Jill Iles and David Crossman.

Yatton Parish Council members of the Cadbury Hill Joint Management Committee: David Crossman, Jonathan Edwards and Jill Iles. Congresbury members TBA.

COU13/19: Appointment of working groups.

RESOLVED that members be appointed to working parties as follows (terms of reference at Annex 3):

New Cemetery Working Group: David Crossman, Jonathan Edwards, Robert Jenner and Ian Payne.

Yatton Neighbourhood Plan Working Group: Jonathan Edwards, Chris Jackson, Massimo Morelli and Caroline Sheard.

Wakedean Gardens Working Group: Wendy Griggs, Caroline Sheard, Roger Wood, Massimo Morelli, Chris Jackson and Steve Phippen.

Public Transport Working Group: Jonathan Edwards, Caroline Sheard, Bryan Thomas, James Macqueen and Roger Wood.

Road Safety Working Group: David Crossman, Chris Jackson, Ian Payne, Jonathan Edwards, Caroline Sheard, Steve Phippen, Bryan Thomas and Roger Wood.

Play Area Working Group: Rachel Batchelor, Robert Jenner, Ian Payne, Massimo Morelli and Graham Humphreys.

Hangstones Pavilion Alterations Working Group: Jonathan Edwards, Robert Jenner, Ian Payne, Graham Humphreys and David Crossman.

New Allotments Working Group: Rachel Batchelor, Robert Jenner, James Macqueen and Ian Payne.

New School Working Group: Rachel Batchelor, Caroline Sheard, Steve Phippen, Bryan Thomas and James Macqueen.

Technical Support Working Group: Peter Lomas, Chris Jackson, Steve Phippen, Jonathan Edwards and Robert Jenner.

Joint New Medical Centre Working Group: Yatton members - Wendy Griggs, Steve Phippen, Caroline Sheard, Chris Jackson, Jonathan Edwards, Peter Lomas and Bryan Thomas. Congresbury members TBA.

COU14/19: Representatives on outside organisations

RESOLVED: that representatives be appointed as follows:

Bristol Airport Consultative Committee: Roger Wood

Strawberry Line Management Committee: Jonathan Edwards and Bryan Thomas.

YACWAG: Roger Wood.

Yatton PACT: Caroline Sheard

Yatton Village Hall Management Committee: Wendy Griggs.

North Somerset Flood Risk Action Group: David Crossman.

Local Access Forum: Graham Humphreys.

North End Steering Group: Jonathan Edwards, Chris Jackson (Jill Iles to be a sub if either Jonathan Edwards or Chris Jackson were unable to attend).

COU/15/19 To appoint a Trustee to Yatton United Charities.

It had been suggested by a current Trustee that Councillor Graham Humpherys may find this an interesting role. He was not in attendance at the meeting therefore the Clerk was to ask him if he would be interested and if not advertise for a Trustee and seek to appoint at the next meeting of the Full Council.

COU/16/19 To consider resolving that Yatton Parish Council is eligible to use the General Power of Competence.

Members noted that the general power of competence, the power of a local authority 'to do anything that individuals generally may do', had been available to Yatton Parish Council since May 2012. Eligibility expired at this meeting but could be renewed for a further four years provided that the conditions for eligibility were satisfied.

Members were satisfied that:

- The number of councillors elected (i.e. not co-opted) was at least two thirds of the total number of seats on the Council (i.e. at least 12 out of 18); there were currently 14 elected councillors
- The Clerk held the Certificate in Local Council Administration (CiLCA)
- The Clerk had passed the 2012 CiLCA module on the General Power of Competence

RESOLVED: to declare that Yatton Parish Council is eligible to use the General Power of Competence

COU17/19: Statement on Internal Control

RESOLVED: that the draft Statement on Internal Control for the year ended 31 March 2019 be approved and adopted.

Matters for Information

COU18/19: Clerk's report.

- i) The Clerk advised that a meeting had been arranged with a North Somerset Council Officer to discuss the January 2019 decision by the Parish Council regarding the new cemetery and to progress the next steps in establishing on what basis the legal arrangements between North Somerset Council and the Parish Council. It was to be held on Wednesday 15th May 2019 at 2pm meeting at the Parish Office. Councillors Robert Jenner and Ian Payne were to attend.
- ii) The Clerk mentioned that Councillor training was available from ALCA which could be delivered in Yatton for just Yatton Council. The cost was £200 and if Quality Status was to be renewed early next year this was a part of the portfolio requirements to demonstrate best practice.
- iii) The Clerk asked for confirmation of who was attending the retirement lunch for the Finance Officer.

COU19/19: Future agenda items

- i) Relationship with PACT.
- ii) Climate Change Emergency.

MATTERS FOR DECISION

***** Councillors Jonathan Edwards and Jill Iles having declared non-disclosable pecuniary interests in agenda item 20 earlier in the meeting both left the room. Vice Chair Chris Jackson took the Chair. Members of the Public left the room.**

COU20/19. To consider three quotes for the repair of the village hall roof – Confidential Item.

As referred from the Finance Personnel & Administration Committee April 15th 2019 meeting.

RESOLVED: that the quote from Joe Hayman Roofing was approved subject to there being an insurance in place to cover the guarantee in the event of the company ceasing trading.

Chairman

____/____/2019