

**Draft Minutes**  
of  
**Yatton Parish Council**  
held on  
**Monday 18 May 2020**

Remotely via Zoom <https://zoom.us/j/589050719>

Meeting opened: 7.30 p.m. Meeting closed: 9.00 p.m.

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

**Also, in attendance:** Clerk, District Councillor Steve Bridger and District/Parish Councillor Wendy Griggs, Rev. Tim Scott and Parish Liaison Officer John Wilkinson.

Chairman Jonathan Edwards gave a tribute to former Councillor Jill Iles who had sadly passed away last month. A minute of silent reflection was held to remember Jill as a person and her tireless work for the Parish over many years.

**Prayers were led by Rev. Tim Scott.**

**MATTERS FOR DECISION**

**COU99/20: To receive apologies for absence, and to approve reasons where appropriate.**

Apologies for absence were received from Councillors David Crossman and Rachel Batchelor and Police Officers Jenny Clark, Rachel Sellars and Rebecca Budd.

**COU100/20: To receive declarations of interest by Parish Councillors and to consider any written applications for dispensations.**

NONE.

**MATTERS FOR INFORMATION**

**PUBLIC PARTICIPATION**

**COU101/20: Public participation.**

Rev. Tim Scott spoke about the depth of community involvement throughout the lockdown and advised that the church would reopen as soon as they are advised it is safe to do so.

Police report

A written report was displayed for attendees to view.

North Somerset Councillor's report.

District Councillor Wendy Griggs reported that she had still been carrying out ward work on behalf of residents. The **Baytree** school planning application had been submitted and she highlighted the excellent work North Somerset Council officers had done in caring for vulnerable children and adults during the current Coronavirus crisis.

District Councillor Steve Bridger gave a personal tribute to Jill Iles. He had been busy with Covid 19 related ward work and about the current transition from the emergency phase of the crisis to the recovery and renewal phase. A recent North Somerset Council briefing had highlighted that now was an opportunity to build on the community engagement that had come out during the crisis and that this may hold a role in the future for the Parish Council. He also reported the

following updates. The waste recycling sites are opening over the next ten days, the North End roundabout work was going ahead and a temporary 30 mph limit was being implemented. The increased move to walking and cycling since the lockdown was to be further facilitated in due course. The return to school by some age groups was prompting an enormous risk assessment on how it was to be managed. There were CIL funds from Bloor 3 due in October this year and he hoped the Strawberry Gardens extra care apartments would be open by July. The next North End Development Steering Group meeting was either 2<sup>nd</sup> or 4<sup>th</sup> June.

#### Parish Liaison Officer Report

Parish Liaison Officer John Wilkinson reported that the excellent community response and engagement during the lockdown would be interesting to move forward with in recovery planning. The crisis had impacted on the budgets enormously, the impact was still an ongoing process. The new Replacement Local Plan was to have 2 stage consultation phase later this year. The new proposed burial ground required further clarity about the amount of land required.

### **MATTERS FOR DECISION**

#### **COU102/20: To confirm the minutes of the meeting held on 9<sup>th</sup> March 2020.**

The minutes of the **meeting** held on 9th March 2020 were approved as a correct record and signed by the Chairman in sight of the Council at the remote meeting and by hard copy through the post.

#### **COU103/20: Exclusion of public:**

**If the Council wishes to exclude the public for a particular agenda item, 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.**

#### **COU104/20: Finance**

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

**RESOLVED:** To authorise payments, including to note receipts and petty cash payments for May 2020.

ii) To agree section 1 of the accounts for the Parish Council 2019-20 and sign Section 1 of the Annual Return 2019-20. (Annexe 1 attached).

**RESOLVED:** that the accounts statement in section 1 of the 2019-20 Annual Return was agreed and signed by the Chairman and Clerk (signing arranged after the meeting).

iii) To agree section 2 of the accounts for Parish Council 2019-20 and sign Section 2 of the Annual Return 2019-20. (Annexe 2 attached).

**RESOLVED:** that the accounts statement in section 2 of the 2019-20 Annual Return was agreed and signed by the Chairman and Clerk (signing arranged after the meeting).

**\*\*\* Chairman of the Finance, Personnel & Administration Committee Peter Lomas thanked the Clerk, Finance Officer and former Finance Officer for all their work in attaining an excellent internal audit report again for 2019-20.**

**COU105/20: To consider moving the Meadowland dog bin 25 metres further along Arnolds Way.**

**RESOLVED:** to move the existing bin 25 -30 metres north towards the Arnolds Way roundabout and place it adjacent to the footpath.

**COU106/20: To approve the Statement of Internal Control for the financial year end to 31<sup>st</sup> March 2020.**

**RESOLVED:** to approve and sign the Statement of Internal Control (signing after the meeting).

### **Matters for Information**

**COU107/20: Clerk's report.**

- i) The Clerk asked if the next Finance Personnel and Administration Meeting could be moved from the 8<sup>th</sup> June to 15<sup>th</sup> June. Members agreed to the change.
- ii) The Clerk read a formal letter of complaint regarding the cattle on Cadbury Hill that had arrived **too** late to be an agenda item. She had acknowledged receipt of the letter in writing to the complainant. Members asked the Clerk to write and express the Council's position on this matter and provide a copy of the complaints procedure the Parish Council adheres to.
- iii) The speed activated sign by Frost Hill had provided some very interesting data since lockdown which the Clerk invited the Chairman **to** present to members.

**COU108/20: Future agenda items.**

The new proposed burial ground off Mendip Road.

The role of the Parish Council in the future following the community response to the Covid 19 crisis.

To co-opt a new member to the Cadbury Hill Joint Management Committee.

\_\_\_\_\_  
Chairman

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