

KENN PARISH COUNCIL

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MINUTES – Kenn Parish Council meeting 9 May 2016 held in the Village Hall, Kenn St, Kenn
Meeting commenced at 19:30 and concluded at 21:00

PRESENT: Cllrs S Naish (Chairman), S Brain, W Bessant, J-P Humberstone C Quinn, H Staples.
R Treble Clerk; Eleanor Wade

IN ATTENDANCE: North Somerset Council (NSC) Cllr J Iles. Liaison Officer M Lenny (apologies)

19:30 FORMAL BUSINESS

16/46 Chairman of Council for the year 2016/2017 Cllr Naish called for nominations;
Cllr Naish was nominated by Cllr Quinn and seconded by Cllr Bessant.

Resolved: Cllr Naish elected Council Chairman for the Council Year 2016/2017

16/47 Vice Chairman of Council for the year 2016/2017 Cllr Naish called for nominations;
Cllr Brain was nominated by Cllr Humberstone and seconded by Cllr Hartley

Resolved: Cllr Brain elected Vice Chairman for the Council Year 2016/2017

Cllr Naish & Cllr Brain will sign their **Declarations of Acceptance of Offices** at the next meeting.

19:40 INFORMAL BUSINESS

Items raised during Public Participation

2 visitors & 5 residents attended

(1) Business Estate's Environment Site – Mr Hobden, of Hobden's Removals (a business located on the Barns Ground Business Estate), was in attendance to report his concerns at the problems arising from the unmanaged state of this area. The ditches had been cleared but the flood relief holding pond had become clogged and overgrown. He was enquiring if it was known who was responsible for carrying out the maintenance work.

Members reported their knowledge about the local Drainage Board's responsibilities with regard to ditches and drains but they were unsure if this extended to the pond.

- It was **AGREED** to try and find out if a formal arrangement had been made at the time of planning approval. If it was found nothing is in place the Parish Council felt they may wish to consider looking after this area.

(2) The Ward NS Councillor provided an update on various aspects concerning the parish;
Devolution – background on this. Agenda item 26, fully reported under minute 16/70.

(3) Parish Recycling Scheme – NSC Officer provided some additional background on this scheme and answered questions. Agenda item 20, fully reported under minute 16/64.

20:05 FORMAL BUSINESS

16/48 Apologies for absence None

16/49 Declarations of interest None

16/50 Chairman's Communications (min 16/31) the Chairman reported:

- Garage issues – it was considered any discussions in future should be carried out with the property owner. It was also noted grass cuttings had been thrown in the ditch in this vicinity.
- Broadband – update on enquiries to the local MP. It was also noted that new cabling was due to be laid, which may assist Kenn's coverage.

16/51 Cheque signatories for the Council Year 2016/2017

Resolved: Cheque signatories will be any two of the following;
The Chairman, the Vice Chairman and Cllr Quinn.

16/52 Assets

Members received the list of current assets. A review had been carried out recently on the write-down values. However, it was felt if the list was being used for insurance purposes then the figures should be reviewed to take into account replacement values.

Resolved: To carry out an insurance value review as soon as possible.

16/53 Planning Committee members for 2016/2017

This committee is ad hoc and only meets if a small application is received and requires consideration between ordinary meetings, in order to meet the planning authority's comment deadline. Membership; 3 councillors plus the Chairman of Council.

Resolved: Cllrs S Brain, W Bessant, C Quinn, plus Council Chairman Cllr S Naish.

16/54 Appoint or reaffirm councillors with special responsibilities:

- Defibrillator inspection and reporting, 2 cllrs required. Cllrs Bessant & Hartely.
- Village Welcome Letter; to distribute to new residents. Cllr Naish.
- Free Plants and Planters. Cllr Quinn
- Litter Clearing Co-ordination. Cllr Bessant
- Community Resilience. Cllr Brain
- Tree Warden. Cllr Quinn
- Flood Warden. Cllr Treble
- NSC Vehicle Activated Speed Sign Cllr Bessant

16/55 Minutes of the Annual Parish meeting held on the 7 March 2016

Agreed: the minutes were correct – they will be approved and signed at the 2017 meeting

16/56 Minutes of the Council meetings held on the 7 March 2016

Resolved: The minutes were approved as correct.

16/57 Active Gym free event offer (min 16/31) (See also min 16/64 below)

A local business, Active Gym, was offering to hold an event to provide free blood pressure checks and advice. Also fitness checks could be carried out.

Resolved: To book the Village Hall in September 2016 for this event.

16/58 Verges and hedges (min 16/32)

- Annual Verge cutting – information received that this will be carried out at the end of May.
- Verge on junction of Kennmoor Road/Kenn Street – it was noted the verges on this junction was already overgrown and making it difficult to get a clear view when exiting in a vehicle. As verge cutting wasn't due for a few weeks to arrange for this to be trimmed.

16/59 Traffic speeds, parking on pavements (min 16/33)

- Traffic Speed – a NSC Vehicle Activated Speed Sign (VASS) had been loaned to Kenn PC for up to 6 weeks. Initially it had been sited in a northerly facing direction on the B3133 approach road into the village (Clevedon side). It had been in-situ for just under 2 weeks during which time vehicles being driven exceeding the 40mph limit had activated the warning display just over 24,300 times.

The sign had now been relocated to Kenn Street, facing in a westerly direction and adjusted to be activated at speeds exceeding 30mph. It would be turned to face in the opposite direction for the last part of the trial.

Resolved: The trial had been a success and to obtain prices to purchase a sign for consideration at the next meeting.

2016/17 budgeted sum for this £3,000 raise in precept, £3,000 set aside from reserves.

- Pavement Parking – the information was provided that the police will not attend if there is a one metre clearance available for pedestrians to pass pavement-parked vehicles.
- Cars for Sale – cars, advertised as being for sale, are being parked on grass verges opposite the garage and on the area where the stocks are sited.
- Airport Parking – it had been noted that parking had been taking place on an area of land which did not have the appropriate permission. **Resolved:** Send a report to NSC.

16/60 Neighbourhood Plan (min 16/36)

Members had had a meeting with a NSC Officer at which the observation had been made it would not be possible to put a plan in place before St Modwen's plans.

As a lot of work is entailed in preparing a Neighbourhood Plan, which would involve a large majority of Kenn residents, it was;

Agreed: to put an article in the Kenn News & Views giving some details and inviting interested people to attend the next meeting.

Planning Items**16/61 NSC Enforcement Updates** – details provided and noted.

Information that NSC is looking to develop a district procedure with regard to enforcement on sites such as Warrens and Colehouse. Try to obtain an update on the council tax bills.

16/62 NSC Core Strategy Consequential Changes Examination – will take place at 10:00 on 21-23 June 16 at the Regency Suite, Grand Pier, Marine Parade, Weston-super-Mare.

16/63 ALCA – Implementation of Planning Changes

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Members received and noted the response from Avon Local Councils' Association (ALCA) to Government's *Technical Consultation on Implementation of Planning Changes*.

ALCA is concerned this consultation covers a number of significant matters which fundamentally changes the planning system and yet includes little detail enabling respondents to understand the true impact and future shape of the planning regime. Also they believe the proposals will have the effect of taking away consultation and engagement with the community. Concerns about the plans:

- to remove automatic consultation at the planned technical details stage
- does not accept leaving a decision on whether to consult at this stage should be determined by the planning authority, who may
- choose to make decisions in their own interest rather than the interest of local councils.

Given the radical changes proposed it is suggested that now is the time for Government to introduce a community right to appeal planning decisions, exercisable through local councils.

16/64 NSC Parish Recycling Scheme

Emphasis for this scheme will be placed on the parish council to get their staff and/or local volunteers to undertake different aspects of the project. Actions and projects undertaken will be Parish led with NSC providing a supportive role to aid and facilitate their successful completion.

They have funds set aside for;

- improving current and setting up new communication channels and producing campaign materials
- also be available to provide practical support and advice throughout the duration of the scheme
- provide a training day for any volunteers and council staff who would like to be involved This will include a training presentation and a meeting with interested parties to discuss how the localised campaign could be implemented.

The incentive scheme has three different award levels; Bronze, Silver and Gold.

- **Bronze** – All of the activities within this category are compulsory, completing these will unlock the first 20% of your reward money. The Bronze level activities are designed to provide information on waste and recycling in your area and kick-start community engagement.
- **Silver** – Complete five activities from this category, as well as all of those in the Bronze category to achieve the Silver award level. This will unlock 70% of your reward money. Silver activities show an active engagement with recycling and waste minimisation beyond the minimum requirements for achieving the Bronze Award. NSC can provide support for a range of ideas and activities. These might include such things as; educational events/school visits, electrical waste amnesty events, 'Give and Take' days, recycling container deliveries.
- **Gold** – Complete three activities from this category, as well as all of those in the Bronze category and five from the Silver category to achieve the Gold award level. This will unlock 100% of your reward money. Activities that fall into the Gold award standard are those that demonstrate that you have really gone the extra mile. Whilst support will still be available, Gold level ideas should be primarily parish driven. Gold standard activities should be new, innovative and legacy building, with impacts lasting beyond the end of the campaign.

Activities are not limited to those set out. As part of the campaign it is recommended collecting information from local residents about what they would like to see the community reward money go towards. This can be used to fund existing or new projects within the parish.

Resolved: To include details etc of this at the Active Gym free event – see 16/57 above.

FoodBank Training

A course, run by FoodBank, called Eat Well Spend Less and will revolve around how to make the most out of food without it costing a fortune and is known as 'cascade training'. This means volunteers will be trained to be trainers so they can then deliver the information learned to other people. It will contribute towards achieving the Gold Standard of the Parish Recycling Scheme.

Resolved: Not to progress this.

16/65 NSC 'Keep Clear' marking (H bar) policy

Due to the increasing number of requests for Keep Clear Markings, NSC have decided to change the existing policy as follows:

All properties may now qualify for Keep Clear Markings.

There will be a fee for this marking of £95.00, which will only be charged if the marking is approved. People who request this marking will first be directed to their Local Member or relevant Town or Parish Council who will review the location on the criteria below:

1. The marking will only be installed across the extent of the residents' dropped kerb access, i.e. from the extent of the taper kerb to the extent of the other taper kerb. If the applicant wants the marking to go across a neighbour's frontage, including full faced kerbs opposite their driveway, then they will have to obtain agreement from the property owner/occupier who must confirm they have no objection to the marking outside their property in writing. This will also apply to a shared access dropped kerb, all properties accessible from the dropped kerb will need to agree to the marking.
2. The marking should only be laid across a drop kerb where it is considered by the Parish / Town Council or Local Member that parked cars are regularly causing an obstruction across the dropped kerb.
3. The width of the H bar line will be laid to 50mm as standard.
4. H bars will not be provided under the following circumstances:
 - Parish or Town Council or Local Member refuses.
 - Neighbours refuse marking outside their property.
 - Location already has double yellow lines.
 - Location is being reviewed as part of a Traffic Regulation Order.
 - Unless drop kerbs are in situ.

If the Parish/Town Council or Local Member recommend refusal they should write to the applicant explaining the reasons for refusal.

If the Parish/Town Council or Local Member approve the marking, they should then pass their approval back to the applicant. The applicant then forwards all the approvals to ourselves who will send an invoice to the applicant for payment with a covering letter.

Once payment has been received then the marking will be raised on a 90 day order.

Markings will not be maintained as a matter of course, if the applicant would like the marking maintained they must apply through the above process.

Officers should verify that the road surface is not likely to be maintained in the near future to avoid any claim against the Council for not maintaining a newly laid marking.

Resolved: KPC does not have professional expertise to process these applications or double yellow lines on NSC's behalf. Support other parish council's comments and queries as to how it would be administered, such as; 1) By whom has this been decided? 2) When was this been decided? 3) What consultation has taken place with the councils prior to this being decided?

16/66 Insurance Renewal 2016/17

The Council insurance is annually due for renewal on the 1st June. Members reviewed the information provided on 3 different insurance policy quotes. The Ecclesiastical quotation has an annual premium of £313.07, which could be reduced by a further 5% for a 3-year agreement giving a premium of £297.41, including insurance premium tax.

Resolved: To accept the renewal quotation for a 3-year agreement with Ecclesiastical.

Accounts & Finance Items

16/67 Annual Audit for the Financial Year 2015/16

The date deadline of the 10 June 2016, is required by the auditors Grant Thornton, for Kenn Parish Council to approve the Annual Return and send it to them.

1. Council went through each question in **Section 1** 'Annual Governance Statement' and

Resolved: this to be correct for completion and signature of the Chairman & Clerk

2. Council in reviewed Section 2 'Annual Accounting Statement' and also received: (1) the Financial Report and Bank Reconciliation, (2) noted with thanks that the Internal Audit had been carried by the Parish Clerk of Barrow Gurney PC who had completed the 'Internal Audit'.

Resolved: this to be correct for completion and signature by the Chairman & Clerk/RFO

16/68 Payment of Accounts & Budget Control

Members reviewed details in the Clerk's report.

Resolved: To approve the accounts for payment as detailed.

16/69 Council Tax Support Grant 2017/18 onwards

Members received the information that in February 2016 the NSC Executive recommended a budget to Council for approval in respect of the forthcoming 2016/17 financial year and 5-year Medium Term Financial Plan (MTFP).

The medium term financial outlook for Local Authorities remains challenging with rapidly diminishing government grant and greater reliance on creating sustainable local income streams.

NSC's policy has been to apply a proportionate reduction to the Council Tax Support Grant paid to Town and Parish councils in line with the annual RSG funding reductions.

With a 30% RSG reduction announced for the council in 2016/17, their medium term forecast is this grant will be virtually nil by the 2019/20 financial year. Therefore are informing that the payment of the Council Tax Support grant to parish councils will be withdrawn over the next three years.

16/70 Town & Parish Devolution Deal

NSC had provided the information that in the Chancellor's Budget he had announcement a proposal for a Devolution Deal for the West of England area. NSC Ward members have been briefed on the details and are keen to hear the views of local communities.

NSC advised they had an excellent track record of working with neighbouring councils across the West of England area, having brought significant investment and benefits to the area already through this successful approach. Are committed to securing the best outcomes for their communities by working collaboratively where it makes sense to do so.

Each of the four councils in the West of England area will be holding its own full council meeting by the beginning of July. It will then be down to council members to vote on whether to accept or reject the deal. In North Somerset, a special Full Council meeting will be held on Tuesday 7 June to consider the details of the deal.

For Information - Summary of the proposed Devolution Agreement agreed by the government and the Bristol Mayor and other Council Leaders of the West of England. A new, directly elected West of England Mayor will act as chair of the West of England Combined Authority and will exercise the following powers and functions devolved from central government:

- Responsibility for a consolidated, devolved local transport budget, with a multi-year settlement.
- The ability to franchise bus services, subject to necessary legislation and local consultation, which will support the Combined Authority's delivery of smart and integrated ticketing.
- Responsibility for a new Key Route Network of local authority roads that will be managed and maintained by the Combined Authority on behalf of the Mayor.
- Powers over strategic planning, including to adopt a statutory spatial development strategy which will act as the framework for managing planning across the West of England region.

The West of England Combined Authority, working with the Mayor, will receive the following powers:

- Control of a new additional £30 million a year funding allocation over 30 years, to be invested in the West of England Single Investment Fund, to boost growth.
- Responsibility for the 19+ Adult Education Budget, which will be devolved from academic year 2018/19.
- Joint responsibility with the government to co-design the new National Work and Health Programme designed to focus on those with a health condition or disability and the very long term unemployed. The West of England Combined Authority will also bring forward a proposal to pilot more intensive support for those furthest from the labour market. In addition:
- The government will work towards closer cooperation with the West of England Combined Authority on trade and investment services, including joint activities with UKTI.
- Government will work with the West of England Combined Authority to realise the economic potential of the Bristol and Bath Science Park and Food Enterprise Zone at J21 Enterprise Area, and to support development of the West of England Growth Hub
- The government will work with the West of England Combined Authority to agree specific funding flexibilities. The joint ambition will be to give the West of England Combined Authority a single pot to invest in its economic growth.

Further powers may be agreed over time and included in future legislation.

Members felt the neighbouring councils already work well together as a group. This proposal was a reinterpretation of the old Avon County Council(ACC) which had not been popular and therefore had been demolished. However, ACC had been an identifiable public authority with elected members/responsibilities. This proposal included a Local Enterprise Partnership, which is in itself is an umbrella for other unaccountable organisations, eg The Homes and Communities Agency.

16/71 URGENT ITEMS

- Clevedon Neighbour Plan – invitation to attend a meeting.

Agreed: Cllrs Brain, Humberstone and Quinn would attend. The Clerk would attend if able to.

- St Modwen Development – details of the proposed public event to consult residents.

APPROVED AS A TRUE RECORD

Signed by the Chairman

Date.....