

WEMBDON PARISH COUNCIL

Parish Clerk  
Tony Jay  
11, Wyvern Mews  
Churchill Road  
Weston-super-Mare  
North Somerset  
BS23 3GZ  
Email clerk@wembdon.org  
Tel No 07741 461982

Minutes of a meeting of Wembdon Parish Council held at Wembdon Village Hall on 14<sup>th</sup> May 2018 that commenced at 7.30pm when the following business was transacted.

Present: Cllr M Solomon (Chairman), Cllr N Bushill, Cllr D Gliddon, Cllr J Hall (until item 240/18), Cllr J Jackson, Cllr A Reed, Cllr J Riddle, Cllr T Travis and Cllr R Webber (until item 239/18).

District Cllrs A Bown, I Dyer and L Duddridge

Parish Clerk: Tony Jay      Police: None

215/18 To elect a Chairman of the Parish Council for 2018/19.

It was unanimously resolved to elect Cllr M Solomon as Chairman.

216/18 To request the Chairman to sign a declaration of acceptance of office.

Cllr M Solomon signed the declaration.

217/18 To receive the Chairman's welcome to the meeting.

The Chairman welcomed everyone to the meeting.

218/18 To elect a Vice-Chairman of the Parish Council for 2018/19.

It was unanimously resolved to elect Cllr N Harrison as Vice Chairman.

219/18 To request the Vice-Chairman to sign a declaration of acceptance of office.

Cllr N Harrison was not present at the meeting and will sign the declaration as soon as possible.

220/18 To receive any apologies for absence.

Apologies were received from Cllr N Harrison.

221/18 To receive declarations of any pecuniary, prejudicial or personal interests on items relating to this agenda.

No declarations were received.

222/18 To appoint members to serve on the following committees and working groups: Finance and General Purposes; Planning; Neighbourhood Plan; Playing Fields and Common; Highways; Footpaths, Verges, Litter and Graffiti; Communications (Newsletter, Website, Social Media); Allotments, Wembdon Parkland, SID and Speedwatch.

It was unanimously resolved to appoint the listed Councillors to the following committees and working groups, with the lead Councillor highlighted in bold and underlined:

Finance and General Purposes:

**Mike Solomon** (Chairman of the Finance and General Purposes Committee), Neil Harrison, Neil Bushill, Anne Reed and Julia Riddle.

Planning:

**Richard Webber** (Chairman of the Planning Committee), Neil Bushill, Dave Gliddon, Neil Harrison and Tom Travis.

Neighbourhood Plan:

**Anne Reed**, Jo Jackson and Mike Solomon.

Playing Fields and Common:

**Anne Reed**, Jodene Hall, Julia Riddle and Mike Solomon.

Highways:

**Neil Harrison**, Anne Reed, Mike Solomon and Richard Webber.

Footpaths, verges, litter and graffiti:

**Jodene Hall**, and Dave Gliddon.

Communications:

- Newsletter – **Jo Jackson** and Jodene Hall
- Website – **The Clerk**
- Social Media – **Dave Gliddon**

Allotments:

**Tom Travis** (new Allotment Manager) and Neil Harrison.

Wembdon Parkland

**Neil Harrison**, Jodene Hall and Mike Solomon.

SID and Speedwatch

**Dave Gliddon** and Neil Bushill

223/18 To appoint members to serve on the following liaison groups: EDF/Hinkley Point; Quantock Cluster Group, and Neighbourhood Plan.

EDF/Hinkley Point - Anne Reed

Quantock Cluster Group - Anne Reed and Jodene Hall

Neighbourhood Plan - Anne Reed, Mike Solomon and Jo Jackson.

It was unanimously resolved to appoint the above members

224/18 To appoint the Parish Councillor to sit on the Board of the Wembdon Village Hall and Playing Fields Trust

It was unanimously resolved to appoint Cllr N Harrison.

225/18 To approve as a correct record the minutes of the meeting of the Parish Council held on 9th April 2018.

It was unanimously resolved to approve the minutes.

226/18 To approve the annual governance statement for the year ending 31<sup>st</sup> March 2018 (s1 of the Annual Return 2017/18).

It was unanimously resolved to approve the annual governance statement.

227/18 To approve the annual accounting statement for the year ending 31<sup>st</sup> March 2018 (s2 of the Annual Return 2017/18).

It was unanimously resolved to approve the annual accounting statement.

228/18 To receive a report from Wembdon Village Hall and Playing Fields Trust regarding a recently reported incident of loud music and the actions they have taken.

The Chairman explained the background to this incident. A report of loud music has been made to the SDC Licensing Officer, which is a serious matter.

Standing Orders were suspended to allow a member of the Trust to speak. The incident took place on Saturday 28<sup>th</sup> April when an event took place at the hall with a professional vocalist. The noise was reported by a member of the public to District Cllr Ann Bown, who passed it to the Licensing Officer. The member of the public said that he could hear the noise in his garden. This is not the first time that the same member of the public has complained about noise coming from the Hall and Playing Fields.

The Licensing Officer has reminded the Trust that one of the conditions of their license is that noise should not be heard beyond the perimeter boundary. It is a criminal offence to breach licensing conditions. The member of the public now has an entitlement to go to a review panel if he wishes. The Trustees have sent an apology to the member of the public who made the complaint.

The Trustees have approached the Cricket Club advising them that noise should not be heard beyond the perimeter boundaries during their matches, giving a summary of the measures they must take to observe this. This includes informing all neighbours that a match will be taking place. Therefore the Trust is being proactive in dealing with the regulations of noise levels.

A summary of the events of the 28<sup>th</sup> April was given. CCTV footage has been examined, and the bar staff consulted. No evidence of loud music was found. The bar staff said that there was no loud music that could be heard outside of the building.

Cllr Bown has been updated on the progress made and thanked the Trust for the actions they have taken. The Chairman also thanked the Trust for their actions.

Standing Orders were re-instated.

229/18 To receive the Clerk's report.

A bulletin had been circulated from District Cllr Healey, which has now been reported in the local press, which gives details of the possibility of whether the District Councils and County Council could be amalgamated into a single body. The Parish Council will not comment at the present time.

Under the new GDPR Act the Council has to register as an information holder with the Information Commission Office. The Council must contact everyone whose details they hold to ask them to confirm that they consent for their details to be held. This would particularly apply to the allotment holders. The Clerk will write to all allotment holders.

Individual members of the public should not be named in Parish Council minutes if they speak at the meeting.

230/18 To receive a Police report regarding crime reports and crime statistics.

No Police report had been received.

231/18 To receive a report from Cllr Reed on the progress of the Wembdon Neighbourhood Plan.

The household survey has been completed and the preliminary report prepared by CCS.

The affordable housing needs survey has been completed and the final draft report prepared and circulated. The NP team is meeting regularly with their planning consultant at WYG and she is preparing some of the policies in draft. She is also meeting with SDC regularly to gain a regular understanding of their thinking, and to feed in our initial survey feedback.

The NP team has been successful in gaining a grant of £9,000 from the Locality fund and has also just been awarded £7,500 from the Community Housing Fund. These grants will cover most of the anticipated NP costs, including consultancy fees, with the balance covered from Parish Council reserves.

Two more village consultation events are being planned.

232/18 To receive a report from Cllr Reed on the Playing Fields and Common.

A grant application has been submitted to National Lottery 'Awards for All' to part fund the new play equipment which is accessible for disabled and able bodied children alike, namely a trampoline and a roundabout which can accommodate a wheelchair.

The costs for the current phase of the 'Access for All' projects are estimated to be £71,987. The grant which has been applied for is £46,987. RLT2 funding and other grants should make up any shortfall.

233/18 To receive a report from Cllr Harrison on Highways.

The Chairman has spent a morning with a representative of County Highways examining various issues in the Parish. These include the posts on the raised section of the footpath in Church Road of which some are becoming 'wobbly'. This will be a formal project at County Highways rather than being handled as a maintenance matter and this is now being progressed.

The issues of the verges in Skimmerton Lane dropping away were discussed. This is a major issue for County Highways in Skimmerton Lane and the Perry Green area, which will not be easy to resolve as they have very severe restraints about what they are able to do. County Highways are aware of these concerns and these will be dealt with on a priority basis as funding is made available.

Another issue discussed was the path at the top of Wembdon Orchard which has started to disappear because a retaining wall was not built prior to the recent work beginning. Retaining walls are now being built.

The possibility of having a mirror installed at the Wembdon Hill / Church Road junction was discussed to enable motorists to have better visibility at the junction. It was decided that this was not viable.

Cllr Gliddon will raise the safety concerns at this junction with a traffic engineer at SDC, who he will be meeting with shortly, along with consideration to the SID being located at that junction in the near future.

234/18 To receive a report from Cllr Webber on the Footpaths and Verges.

The path between the Ridge Path between the allotments and Blakes Lane was discussed. At lot of the hedge there has blown over as the fence is so weak. Cllr Gliddon will contact the maintenance contractor asking him to cut the hedge, and also to get a quote for the replacement of the fence, which will be implemented on an urgent basis.

The banking on the sides of the new footpaths in the village has now been completed and has been seeded. There will be some settlement and the Parish Council will consider topping up the edges with top soil in the spring of next year. A friendly resident has been banking up the sides of the footpath in Wares Lane and planting flowers. If anyone has any spare bedding plants then they will be gratefully received.

235/18 To receive a report from Cllr Jackson on the Parish Paper.

All articles for the new paper will need to be submitted before 21<sup>st</sup> May.

There will be articles in the next Parish Paper regarding the Neighbourhood Plan, the Mitchell Trust and the Village Hall. Cllr Gliddon will submit an article regarding speed watch and the SID. Cllrs Hall and Travis were asked to supply a brief pen picture of themselves to be included in the article, including what they can bring to the Council. A list of the 20/20 cricket matches will be published.

Cllr Jackson will supply the Clerk with a list of advertisers who need to be invoiced.

236/18 To receive a report from Cllr Harrison on Allotments.

Most allotment holders have now paid their 2018/19 fees.

237/18 To receive a report from Cllr Glidden on SID results and Speedwatch.

An article was published in the Mercury regarding the speeding in Wembdon, particularly in the vicinity of the zebra crossing. One example is the speed of 65 mph which was recently recorded here. The SID has been in Church Road for two weeks. Speeds of up to 50 mph were recorded in this 20 mph limit. The average speed is around 23 mph. Speeds along Church Road have generally been excessive.

When the new street lights were recently installed, one of the removed posts contained one of the SID brackets. A request will be submitted to the street light department for this to be returned.

238/18 To consider installing posts on the verges adjacent to the Common to deter vehicles from driving on and/or parking there.

A debate took place, and advice regarding the legalities of installing posts in the hope that drivers will be deterred from parking on the Common will be sought. The posts would be painted white, and located at 10 metre intervals. Cllr Gliddon will raise this when he meets the traffic engineer from SDC.

It was agreed, in principle to explore the possibilities of this.

Cllr Webber left the meeting.

239/18 To consider a grant application of £250 to Wembdon Village Hall for black-out blinds.

It was unanimously resolved to grant £250. The Hall Trust was asked to provide an invoice for payment.

240/18 To receive a report on the 'Access for All' project and to consider making financial commitments.

a. Additional play equipment in the park

This was covered under agenda item 232/18.

- b. Cooperation with the Village Hall to provide fully accessible toilets.

The Village Hall has responded that they are happy to have equipment installed in the disabled toilets at the Hall. It was unanimously resolved that an annual sum will be paid to the Hall towards the ongoing maintenance and cleaning costs of these facilities.

- c. Accessible footpaths

There was no update.

- d. PACT team report

An application has been submitted for a lottery fund grant, along with a grant from Hinckley C. Responses are awaited. Quotes are being obtained for the fencing work which will be required. Negotiations are taking place regarding the solar lighting, with a meeting on Wednesday 23<sup>rd</sup> May has been arranged with a lighting provider. Cllr Reed will be attending this meeting. The PACT accounts hold around £4,000.

Cllr Hall left the meeting.

- 241/18 To consider the administration of the Parish Council's website

It was unanimously resolved to allow a named member of the public to have full authority to assist the Clerk in the administration of the Parish Council's website.

A discussion will be arranged to discuss 'best practice' regarding the website. This will include the Clerk and Cllrs Gliddon and Jackson.

- 242/18 To consider the training requirements regarding the Parish Council's defibrillator.

The defibrillator has now been installed at the Hall and been thoroughly cleaned. It has been serviced by the NHS Ambulance Service. The new location has been noted on the 999 system and the location of the key to access the Hall is lodged with them.

The Clerk will enquire into training options.

- 243/18 To consider a financial update and to approve payments:

- (a) Statutory Payments as per agreement under minute no 324/13

- (b) Non Statutory Payments List:

Cheque no	Payee	Detail	Amount
300765	M. Solomon	Reimbursement of transport fees	£136.20
300766	GB Sports	Playground inspections (6 months)	£108.00
300767	Zurich Municipal	Annual Insurance	£700.51
300768	Parrett Internal Drainage Board	Drainage rates	£15.00
300769	SDC	Dog bin collections (6 months)	£1839.55
300770	SLCC	Webinar fee	£36.00
300773	SALC	Subscription	£850.50
300775	Wembdon Village Hall	Neighbourhood Plan meeting	£22.50
300776	Samson	Relocate rubbish bin. Repair fence	£252.00

300777	Media Orb	Website hosting	£258.00
300778	Richard Young	Internal audit	£50.00

A budget update sheet had been pre circulated to members.

It was unanimously resolved to approve the payments.

244/18 To consider matters of report:

Agenda items for the next meeting

The will be a recurring agenda item 'to receive an update from the Transport Forum and the EDF Forum'.

Cllr Reed will circulate details of improvements planned for the Quantock roundabout when she receives them following a recent workshop she attended. The next workshop will be regarding the Bristol Road / Wylds Road junction.

Thanks were expressed to everyone who gave presentations at the Annual Parish Meeting.

245/18 Date of next meeting: 11<sup>th</sup> June 2018.