

WEMBDON PARISH COUNCIL

Parish Council Clerk, Tony Jay, 5 Maple View, Kewstoke, Weston-super-Mare, BS22 9XQ.
Email clerk@wembdon.org Telephone 07859911204

Minutes of a meeting of Wembdon Parish Council held at Wembdon Village Hall on 13th March 2023 that commenced at 7.30pm when the following business was transacted.

Present: Councillors M Solomon (Chairman), C Chalk, D Claydon, L Edwards, B Hedaux, M Phillips and A Reed.

District Councillors M Caswell and I Dyer.

Parish Clerk: Tony Jay

- 49/23 To receive any apologies for absence.
Apologies were received from Councillor D Gliddon, P Major and J Wellings.
District Councillor B Bolt was attending a different Parish Council meeting.
- 50/23 To receive declarations of any pecuniary interests on items relating to this agenda, which have not been previously declared in the councillors register of interests.
There were no declarations of interest.
- 51/23 To approve as a correct record the minutes of the meeting of the Parish Council held on 13th February 2023.
It was resolved to approve the minutes (5 in favour, 2 abstentions as not present at the meeting).
- 52/23 To invite public speaking.
No member of the public had requested to speak.
- 53/23 To receive the Clerk's report.
A bid has been made to Active Travel England for the funding for the upgrade of Church Path. The result of the bid application will be known on 20th March.

The Council leases its two defibrillators from the South Western Ambulance Trust. They provide free defibrillator training. We have been asked to let them have some potential dates for this training. The Clerk will make the arrangements for the training to be held in mid-May.

The Somerset Bus Partnership are holding a focus group meeting on 21st March to discuss rural transport. Councillor Chalk will represent the parish council at the forum.

The Chairman Councillor Solomon, who will be retiring from the council in May, handed a folder of documents relating to council business. The Chairman asked that a list of these documents should be minuted. The list appears at the end of these minutes.

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- 54/23 To consider the Parish Council's banking arrangements.
This item will be adjourned until the May Parish Council meeting.
- 55/23 To review the Parish Council's asset register.
It was unanimously resolved to approve the already circulated asset register.
- 56/23 To adopt new Financial and Procurement Regulations for the Parish Council.
It was unanimously resolved to adopt the new Financial and Procurement Regulations.
- 57/23 To adopt a new Parish Council Employee Grievance Procedure.
It was unanimously resolved to adopt the Employee Grievance Procedure.
- 58/23 To adopt a new Parish Council Employee Discipline Procedure.
It was unanimously resolved to adopt the Employee Discipline Procedure.
- 59/23 To receive a report on Highways.
Concerns are still being raised about the highway work being carried out by Jurassic Fibre and their contractors in the parish.
- 60/23 To receive a report on the Footpaths and Verges.
There are no general concerns about footpaths in the parish other than that they are wet and muddy.

A complaint was raised recently about the unevenness of the paving slabs on the footpath close to the Millennium Bridge. Temporary repairs have been carried out, and the slabs are now safe, but a permanent solution will need to be found at some point. This may involve the replacement of the slabs or the tarmacking of the area.

Complaints from the public continue to be received regarding dog mess on pavements and the public areas in the parish. Councillor Chalk will take a lead on this matter and investigate what actions could be taken.

The hedge next to the pavement on Homberg Way has been cut back and the pavement is now much more accessible for pedestrians, disabled people and cyclists.

The telecommunications manhole at the junction of Orchard Lane and Wembdon Rise has had a badly damaged concrete cover for some months due to ongoing fibre installation works and has a large, exposed hole. The temporary steel/plastic sheet, installed to preserve public safety, has also been damaged due to wear and recently replaced. The Clerk will report this to Somerset County Council noting that this is a safety hazard as the temporary cover frequently slips to the side, exposing a large hole over the manhole which could cause serious damage to anyone walking, driving or pushing a pram or on a disability scooter.

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- 61/23 To consider a quotation of £1,500 to level out and repair the existing footpath on Wembdon Common from Church Road to the Parish Centre gate.
It was unanimously resolved to carry out the levelling work at the quoted price.
- 62/23 To receive a report on the Playing Fields and Common.
The Clerk has asked the playground inspection company GB Sports to supply a quote for the making good of the minor faults identified in their monthly report. No quote has been received to date.
- 63/23 To receive a report regarding the Village Hall.
The Village Hall general manager will be leaving his position in three months' time.
- 64/23 To receive a report on the Parish Paper.
The next edition of the Parish Paper will be sent to the printers on 17th March.
- 65/23 To receive a report on the Parklands.
Weeding has begun on the stumpery. The refurbishment of the stumpery will be this year's major project. Heras fencing will be needed to protect the area when this work takes place, which should last for about three months.

Edge plants are to be planted on the front edge of the sensory border.

A quote of £950 has been received for the installation of a storage compound at the Parklands. There will be an agenda item at the April meeting to consider the acceptance of this quote.
- 66/23 To receive a report on the Allotments.
There is one vacant plot which will be let shortly to a new tenant. The allotment paths have been replenished with bark. The Chairman thanked Councillor Claydon and her husband for carrying out this work.
- 67/23 To receive a report on SID results and Speedwatch.
There was no report.
- 68/23 To receive a report regarding the Transport Forum and the EDF Forum.
A meeting is due to be held this week. A report of the meeting will be circulated when received.
- 69/23 To receive an update on the arrangements to celebrate the King's Coronation.
The full details of the Coronation arrangements will be contained in edition 39 of the Wembdon Parish Paper which will be published and distributed later in March.

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70/23 To consider whether the Parish Council should purchase a pull up display, advertising PACT, to be used in the 'Big Help Out Day' part of the Coronation celebrations.

It was unanimously resolved to purchase a pull up display at an approximate cost of £100 which will come out of the Coronation celebrations budget.

71/23 To note all statutory payments made since the last meeting (see minute 181/20).

| Payee | Detail | Amount £ |
|----------------------|--------------------------------------|----------|
| Avalonian Landscapes | Maintenance contract | 1583.00 |
| Avalonian Landscapes | Additional work at the Liddall Field | 540.00 |

The statutory payments were noted.

72/23 To note the following non-statutory payments.

| Payee | Detail | Amount £ |
|----------------------|---|----------|
| Tony Jay | Clerk's expenses | 84.66 |
| Glasdon | Additional cost of exchanging red grit bin for yellow one | 65.78 |
| SALC | Two Councillor Training Sessions | 50.00 |
| Avalonian Landscapes | Additional tree, hedge and shrub work in Liddall Fields | 540.00 |

The non-statutory payments were noted.

A budget update sheet had been pre circulated to members.

73/23 To receive any matters of report.
The wording on the plaques for the trees to be planted to commemorate the passing of Queen Elizabeth II and the Coronation of King Charles III was agreed.

74/23 Date of next meeting:
The next Parish Council meeting will be held on Monday 3rd April 2023. This is a week earlier than normal due to the Easter Bank Holiday. This meeting will commence at 7pm and have a short agenda. It will be followed at 8pm by the Annual Parish Assembly.

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List of copy Documents passed to the Clerk by Councillor Solomon.

1. Wembdon Common - conveyancing papers.
2. Playing Fields – certified copy of conveyance.
3. Playing Field - IDB Consent for drainage.
4. Bridge Liddall land/Playing Field – tender and consent.
5. Liddall land – copy of lease, valuation etc.
6. Allotments – Title documents.
7. Parklands – Copy of title.
8. Public Works Board - loan papers.
9. Licence to Trust for use of Parish land.
10. Licence to Trust for use of CCTV.
11. Rights of Way map of Wembdon.
12. Ordnance Survey licence.
13. Clerk's employment contract.
14. Clerk's pension returns.
15. Internet banking documents.
16. Contractor insurance and qualification documents.
17. Wembdon.org domain name ownership.

End of Minutes