

KENN PARISH COUNCIL

MINUTES of the Kenn Parish Council meeting, Monday, 2 June 2014 held in the Village Hall, Kenn St, Kenn. Meeting commenced at 19:30 and concluded at 20.41

PRESENT Cllrs Stephen Brain, Jon-Paul Humberstone, Cheryl Quinn, Robert Treble
Clerk; Eleanor Wade

19:30 Items raised during Public Participation

North Somerset (NS) Cllrs Jill Illes & Tony Moulin, also NS Liaison Officer Lorraine Bush had all given their apologies

1. Mr Griffin enquired about manning the plant table at the market. Cllr Quinn had completed these arrangements.
2. The 'Keep Calm' event organisers went through their plans to date and the type of family event they were trying to achieve on the 6 September 2014. They responded to queries about: possible numbers attending (anticipated 4,000) advertising and ticket sales, entry security and monitoring, highway accessing/exiting the site arrangements, litter clearance after the event. They also confirmed there would be no fireworks display.

19:45 FORMAL BUSINESS

Cllr Stephen Brain was appointed Chairman for the meeting.

14/45 Apologies for Absence Cllrs Wif Bessant, Kate Hatcher, Sheila Naish

14/46 Declarations of Interest none

14/47 Chairman of Council for the year 2014/2015 Cllr Brain called for nominations; Cllr Naish was nominated by Cllr Quinn and seconded by Cllr Treble.

Resolved: Cllr Naish elected Council Chairman for the Council Year 2014/2015

14/48 Vice Chairman of Council for the year 2014/2015 Cllr Brain called for nominations; Cllr Hatcher was nominated by Cllr Humberstone and seconded by Cllr Quinn.

Resolved: Cllr Hatcher elected Vice Chairman for the Council Year 2014/2015

In the absence of Cllr Naish & Cllr Hatcher their **Declarations of Acceptance of Offices** would be completed at the next meeting.

14/49 Cheque Signatories for the Council Year 2014/2015

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

14/50 Planning Committee members for 2014/2015

Resolved: The members would be Cllrs Bessant, Brain and Quinn. Also Cllr Naish would be a member in her capacity as Chairman of Council.

14/51 Minutes of Meetings

- Annual Parish Meeting held on the 7 April 2014 (for signing at the 2015 Annual Parish Meeting)
- Council meeting on the 7 April 2014

Resolved: The minutes of these meetings were approved as correct.

Items Arising from those Minutes

14/52 Annual Parish Meeting

It was felt all the items raised at the meeting were ongoing issues under consideration.

14/53 Free Summer Plants & Purchase of Planters (min 14/26)

- Planters locations – 3 by the telephone box Kenn Road, 2 in Kenn Street and 1 outside the Village Hall. Cllr Treble would organise compost to fill these and Cllr Quinn would organise planting them. Nearby residents had offered to keep them watered.
- Free Summer Plants – discussion on distributing these after they had been collected.

14/54 Verges and Hedges (min 14/27)

Cllr Treble reported they had been cut earlier than last year, with Kenn Pier being cut on the day of the meeting. Checks would be carried out on work need in Kenn Street.

14/55 Traffic Speeds through Village (min 14/28)

- Speed/Road Safety Sign The Clerk had brought the new sign to the meeting and it was shown to those in attendance. As the cost was £29.28 (excluding VAT) it was felt more of these signs would be useful on other roads located on the parish boundary.
Resolved: to put this item on the next agenda.
- Notice board The Clerk reported on a meeting to discuss the progress of the new donated noticeboard and had provided some additional information.
Noted and await further details when available.
- Missing Boundary Signs Manmoor Lane & Kenn boundary sign. No progress to yet.

14/56 Church Bridge update (min 14/30)

Cllr Treble reported nothing was happening on this matter with regard to North Somerset Council. Concern was expressed the railings were not safe.

Agreed: to try to obtain further clarification from the NS Officer and copy the correspondence to the NS Liaison Officer.

14/57 Litter Rota & Big Clean Up (min 14/31)

Cllr Bessant had agreed to discuss this with the people who used to organise the litter rota and Big Clean Up, however, he was not in attendance. **Noted**

14/58 Music Event (min 14/38)

No observations, everything had been covered in Public Participation above.

14/59 Community Service Project (min 14/40)

They had confirmed timescales would not enable them to attend a meeting. **Noted**

Planning Items**14/60 Planning Decisions** the following were **noted**

- 13/P/2388/F Manesty, Duck Lane, Kenn, BS21 6TP
- 14/P/0501/F Edwards Ltd, Kenn Business Park, Barns Ground, Kenn
- 14/P/0509/F 4 Kenn Estate, Kenn Road, Kenn, BS21 6TS
- 14/P/0729/PDA Barberry Farm, Kennmoor Road, Kenn, BS21 6TZ

Enforcement as detailed was **noted**

- 2014/0044 Lake House Barn, Colehouse Lane, Clevedon, BS21 6TQ
Inspection of the site carried out and confirmation there are works going on at The Barn, Colehouse Farm, which are now subject to a planning application. There are no works going on at Lake House Barn and there is no evidence a breach of planning control has occurred in this instance.

14/61 North Somerset Council's Parish Workshop (min 14/35)

Items covered at the workshop held on the 14 May 2014 were:

Core Strategy update, Paperless consultation, Web self serve & Contact centre, Changes to planning officer contacts, Permitted Development changes, Residential Design Guide Part 2, CIL and S106, General update and questions

14/62 North Somerset Council's Planning Web Pages

NSC was launching new web pages for their planning service. The new pages allow customers to quickly find information they need. There will be video demonstrations, request forms, payment and other interactive tools designed to make the online experience for planning customers as intuitive as possible. Telephone support service will also be offered to help people that find using websites a challenge. **Noted**

General Items**14/63 Town & Parish Council dog bin emptying** (min 13/166)

NSC had written with the results of their survey to identify the number and locations of all dog bins, to provide accurate records and barcode bins to gather emptying information. The cost of the emptying service will remain at £2 per bin for 2014/15 as Parish budgets had been set, however, this is a significant undercharge which will require correcting in 2015/16. Members recalled dog waste can be put in litter bins.

Agreed: Put this Item on next agenda, also put in N&V info re dog waste/litter bins.

14/64 NS Public Transport Guides from May 2014 were taken to hand out at the market.

14/65 Backwell Neighbourhood Plan consultations

The draft “Backwell Future” Plan has been submitted to NSC by Backwell Parish Council and will be scrutinised by an independent examiner. Backwell people, business and interest groups have been involved in the preparation of the plan, when fully approved, will take the place of many NSC planning policies for Backwell Parish. It contains policies to:-

- protect areas of Local Green Space from development,
- identify sites for houses and business use (giving preference for smaller properties),
- protect recreation and community facilities,
- support village centre shops and services and help improve parking where possible.

Members discussed the merits of the plan and felt they did not wish to comment on this particular consultation, however, may wish to discuss the benefits of a Neighbourhood Plan for Kenn further.

Resolved: No comments. Place an item on the next agenda to discuss this further.

14/66 Western Power free Parish Council pack

WPD have provided every Parish Council in their area with a demonstration pack containing useful items a household should consider keeping in case of a power cut. The Clerk had brought the pack and the information documents to the meeting.

Agreed: to raffle the pack for fundraising.

Accounts & Finance Items

14/67 Defibrillator Funds (min 14/42)

Members received the reports of the Working Party – attached as appendix A to these minutes. Cllr Brain also provided some information he had recently received.

Resolved: The following

(1) For the Parish Council’s telephone box to progress the purchase of the HeartSine assistive defibrillator and digital/smart cabinet at a cost of £2850 excluding VAT and to carry out the works to bring the telephone box electric connect etc up to standard, approximate cost £225.

(2) Enquire of SW Ambulance if it would be okay to offer their defib to the Village Hall.

14/68 Annual Audit

The date deadlines as required by the auditors Grant Thornton are as follows;

- Kenn Parish Council must approve the Annual Return on the 2 June 2014
- Grant Thornton require the Annual Return to be sent to them by the 7 June 2014

Council reviewed Section 1 ‘Accounts Statement’ and

Resolved: this had been completed and the Chairman & Clerk to sign

Council went through each question in Section 2 ‘Annual Governance Statement’ and

Resolved: this had been completed and the Chairman & Clerk to sign

Members (1) received the Financial Report and Bank Reconciliation, (2) noted with thanks that the Internal Audit had been carried by the Parish Clerk of Brockley PC who had completed Section 4 ‘Internal Audit’.

14/69 Accounts for Payment

Members considered the details provided in the Clerk’s Report.

Resolved: To approve the accounts for payment as detailed.

APPROVED AS A TRUE RECORD

Signed by the Chairman

Date.....