



BLEADON PARISH COUNCIL

Coronation Halls
Coronation Road
Bleadon. North Somerset. BS24 0PG
www.bleadonparishcouncil.co.uk
parishclerk@bleadonparishcouncil.co.uk

4th September 2024

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Dear Councillor:

You are summoned to attend a Meeting of Bleadon Parish Council, to be held at Coronation Hall, Coronation Road, Bleadon. BS24 0PG on Monday 9th September 2024 at 7.00pm, when the following business will be transacted.

C P Bolt

Parish Clerk & RFO

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item LGA1972 Sch 12, paras 10(2)(b))*

- i) Members of the public.
- ii) Beat Managers Report
- iii) Ward Councillor's report.

AGENDA

381.1 To receive **Apologies for Absence** (LGA 1972 s85 (1)).

381.2 **Declarations of Interest** on any agenda items.

381.3 **To approve and sign as a correct record the Minutes** of the Parish Council meeting on Monday 12th August 2024 (pages 4-7).

381.4 **Reports from Working Parties/Committees.**

- i) Parish News Working Group – 22nd August 2024
To consider recommendations in relation to the purpose, content and resourcing of future edition of Parish News (pages 8-9)
- ii) Open Spaces Working Group – 29th August 2024 (pages 10-13)
(Specific recommendations arising from the Open Spaces Working Group meeting are contained in the Report of the Parish Clerk – Agenda Item 381.8)

381.5 **Reports from Outside Bodies/Conferences/Training.**

- i) Report from Councillor Gower-Crane – feedback from ALCA meetings

- 381.6 To note the training and events available and agree any attendance.
- i) FREE Scribe Training <https://www.scribeaccounts.com/scribe-academy-training>
 - ii) NALC virtual training <https://www.nalc.gov.uk/our-events/online-events>
 - iii) ALCA training [Event Categories - Avon Local Councils' Association \(avonlca.org.uk\)](https://www.avonlca.org.uk)

381.7 **Financial/Staffing Matters** (pages 14-16)

1. To authorise bills for payment for September and note bills for payment for August.
2. To note the Parish Council's end of August bank balances and bank reconciliation and end of August net position.

381.8 **Report of the Parish Clerk** (pages 17-23).

Decision Items

1. Parish Clock Plaque – that the Council agrees to locate the plaque on Parish Council owned land adjacent to the Church. That the Council agrees the design/material finish for the plaque.
2. Correspondence from Cllr Mike Bell (Leader of North Somerset Council) – that the Council confirms those services where it would wish to discuss (on a non-committal basis) the potential for different service delivery models.
3. Play Area Provision – that the Council notes the current position and agrees to principles proposed by the Open Spaces Working Group in relation to the provision of any new equipment.
4. Installation of Noticeboards – that the Council notes the outcome of the recent procurement process and authorises the Clerk to make alternative arrangements for the installation of the noticeboards.
5. Minor Works Schedule – to agree a programme of minor works/maintenance tasks and agree how the Council wishes to progress in relation to the car parking barrier.
6. National Planning Policy Framework (NPPF) Consultation - to consider whether the Council wishes to respond to the national consultation.

Information Items/Correspondence Received

1. Correspondence with the Diocese of Bath & Wells regarding the plot of land adjacent to the rectory.
2. Correspondence with the Diocese of Bath & Wells and local church representatives regarding faculty permissions in respect of churchyard memorials.
3. Correspondence from parishioners regarding works to footpaths and overgrown vegetation.
4. Correspondence with North Somerset Council regarding the clarification of land ownership and maintenance schedules in relation to highways and other areas.

381.9 To receive an **update report in respect of previous planning applications considered by the Council** (pages 24-26).

381.10 **To consider and comment upon the following planning applications:**

Erection of 1no. temporary rural workers dwelling and 1no. rural building

Land East Of Riverside Holiday Park Bridgwater Road Bleadon

Ref. No: 24/P/0890/FUL | Received: Wed 01 May 2024 | Validated: Wed 07 Aug 2024 | Status: Registered

Discharge of condition 6 (Earth and Stone Spoilage Plan) on application 23/P/1270/FUL.

Land West Of Coombe Farm Bridgwater Road Bleadon

Ref. No: 24/P/1644/AOC | Received: Wed 07 Aug 2024 | Validated: Thu 22 Aug 2024 | Status: Registered

381.11 Date of the next meeting(s):

- Parish Council Meeting Monday 14th October 2024, 7.00pm at Coronation Hall



Avon and Somerset Police

NEIGHBOURHOOD POLICING

August 1st till 31st 2024 Bleadon Neighbourhood Report

Calls Received – 25

Other-7 Missing Person-1 abandoned 999-2 Concern for Safety-1 stalking-1 Road related-10 Sexual offences-1
ASB-1 Suspicious-1

Most crimes reported are isolated incidents which have occurred within dwellings and are unlikely to have any effect on the wider community.

For awareness the only crime in the village was a Road related his month



Email: 8338@avonandsomerset.police.uk

Police Priorities/Action Undertaken/Advice/Upcoming events:

Please also see attached link for our street safe website [Report feeling unsafe in public spaces \(StreetSafe\) | Avon and Somerset Police](#). This is a great way to report areas you feel unsafe, this maybe inadequate lighting problems with any other issues , this is not a way of reporting please still use 101/999 or online



MINUTES OF A MEETING OF BLEADON PARISH COUNCIL HELD IN THE CORONATION HALL AT 7.00pm ON MONDAY 12TH AUGUST 2024.

PRESENT:	Councillors Mary Sheppard (Chairman), ID Clarke, Jo Gower-Crane, Ann Davies and Andy Scarisbrick (Vice-chairman).
IN ATTENDANCE:	Craig Bolt (Parish Clerk)
WARD COUNCILLORS:	None
MEMBERS OF THE PUBLIC:	None

Before the meeting was convened, members of the public were invited to speak.

i) **Members of the public**

None.

ii) **Beat Manager's Report**

The written report forming part of the agenda papers was noted.

For up-to-date information residents can keep in touch via the Avon & Somerset website or follow them on social media, Facebook "Weston & Worle police" or Twitter "ASPNorthSom" or email 8338@avonandsomerset.police.uk

iii) **Ward Councillors' report**

None

Cllr Sheppard opened the meeting by welcoming everyone.

The meeting was convened.

380.1 To receive apologies for absence (LGA 1972 s85 (1))

Apologies were received and accepted from Cllr Steve Sugg.

380.2 Declarations of Interest

None.

380.3 To approve and sign as a correct record the Minutes of the Parish Council meeting on Monday 8th July 2024.

Resolved: To approve the Parish Council minutes of 8th July 2024.

The resolution was correctly proposed and seconded (unanimous)

The minutes of the meeting were signed by the Chairman as a correct record.

380.4 Reports from Working Parties/Committees

Councillors considered the notes of the Open Spaces Working Group meeting of the 1st August 2024. It was noted that issues requiring resolution would be encapsulated in a report to the next meeting of Council.

380.5 Reports from Outside Bodies/Conferences/Training

Councillors considered a report of Cllr Gower-Crane regarding a series of events attended during July 2024.

380.6 Training and Events

The availability of Scribe and NALC training events was noted.

380.7 Financial/Staffing Matters

i) To authorise bills for payment for August.

Resolved: To authorise the payments for August of £5,756.18.

The resolution was correctly proposed and seconded (unanimous)

(Councillors ID Clarke and Ann Davies were duly authorised to action the online payments)

ii) To note the Parish Council's end of July budget position, bank balances and bank reconciliations.

The Parish Council's end of July position, bank balances and bank reconciliations were noted.

380.8 Report of the Parish Clerk

1. Parish Clock Plaque

Councillors noted that the Parish Clock dial had been removed and was in the process of being restored. A commitment had been given to providing a plaque recognising the efforts and financial donations of parishioners and local businesses in raising funds for the restoration work.

Resolved: That the Open Spaces Working Group be requested to consider location, size and style and recommend potential solutions to the next meeting of Council.

The resolution was correctly proposed and seconded (unanimous)

2. Works to the Wall Adjacent to the Toilet Block

Councillors noted that further work had identified the need for the end of the wall to be finished in natural stone rather than reconstituted stone quoins. The contractor had been asked to price for a variation accordingly and had identified a potential increase in cost of £400 – 800 (Net of VAT) dependent upon the extent of any additional work involved. Some concerns were expressed regarding these additional costs. However, it was noted that even at the upper end of the potential additional costs, the total cost of the scheme of works was comparable with the lowest quotes received following the procurement process conducted earlier in the year.

Resolved: That the Clerk be authorised to issue a contract variation to enable the scheme of works (to the wall adjacent to the toilet block) to be completed entirely in natural stone, subject to the additional cost not exceeding £800 (Net of VAT).

The resolution was correctly proposed and seconded (majority – Cllr Sheppard voted against the recommendation and requested that her vote be recorded)

3. Annual Play Area Inspection Report

Councillors noted the outcomes of the independent inspection which had taken place of 22nd July 2024. A number of recommendations were contained within the report but none which required urgent action.

Resolved: That the outcome of the annual play area inspection be noted and any recommendations be considered in the context of proposals to redevelop the play area.

The resolution was correctly proposed and seconded (unanimous)

4. Replacement Noticeboards

Councillors noted that formal approval had been obtained from North Somerset Council for siting of noticeboards on North Somerset Council land. It was further noted that the Council would be required to use a North Somerset accredited contractor for installation and that the Clerk had commenced a procurement process. The final design for the noticeboards was presented to Councillors. This design would provide for information panels to be added at some future stage and the oak would be finished in a protective oil. The cost for four noticeboards would be £5,420 (Net of VAT).

Resolved: That the Council authorises the acquisition of four noticeboards from Acorn Workshops in the amount of £5,420.

The resolution was correctly proposed and seconded (unanimous)

380.9 Update report in respect of previous planning applications.

Cllr Clarke provided a verbal update in respect of the following applications:

23/P/0979/MOD <u>Modification and discharge of obligation in the S106 agreement in Paragraph 3.2 of Schedule 2 for Public Open Space Provision relating to Outline planning permission 19/P/0835/OUT</u> Bleadon Quarry Bridge Road Bleadon BS24 0AU	Not yet determined by North Somerset Council
23/P/2305/FUL <u>Proposed erection of 9no. 4 bed detached dwellings.</u> Land Off Purn Way Bleadon BS24 0QF	Not yet determined by North Somerset Council
24/P/0713/FUH <u>Proposed replacement of the existing entrance gate and adjoining fence panels with reconstituted stone dressed with sandstone and vertical timber fence slats between stone piers.</u> Truby Tor Roman Road Bleadon BS24 0AB	Approved by North Somerset Council
24/P/1075/TPO <u>T1: Remove epicormic growth from the main stem.</u> Charmaine Celtic Way Bleadon BS24 0NA	Approved by North Somerset Council
24/P/1106/FUL <u>Proposed construction of 1no. new single storey dwelling.</u> South Hill Cottages Bridgwater Road Bleadon	Refused by North Somerset Council

380.10 Planning Applications

[Request to discharge condition number 34 \(Bat and Light Scheme\) on application 19/P/0835/OUT](#)

Bleadon Quarry Bridge Road Bleadon Weston-super-Mare BS24 0AU

Ref. No: 24/P/1355/AOC | Received: Thu 04 Jul 2024 | Validated: Thu 04 Jul 2024 | Status: Registered

Resolved: That the application be noted.

The resolution was correctly proposed and seconded (unanimous)

380.11 Date of the next meeting

Parish Council Meeting Monday 9th September 2024, 7:00pm (Coronation Hall, Bleadon)

The Chairman closed the meeting at 9.05pm

.....Chairman

.....Date

Parish News Working Group Notes

Thursday, 22nd August 2024 at 6.00pm - Youth Club

Attendees: Cllr Jo Gower-Crane (Chairman) Cllr ID Clarke and Cllr Mary Sheppard. Gill Williams and Les Masters

1. To receive apologies for absence.
 - No absences.
2. To receive members' declarations of interest on any agenda item.
 - No declarations of interest.
3. Parish News Update notes – February 2024. These are attached for information only.
 - Noted
 - A brief review of the previous editions was undertaken
 - A request to number the pages
 - There was no consensus on what the Parish News should contain, nor what would make an acceptable article.
 - Any edition should be mindful of the fact that public money is being used to create the Parish News, and that the precept has been increasing over the years.
 - The current Parish News cost £1.6K a year (approx. 1% of last year's £145K budget) compared to previous cost of £4K (£6K minus £2K advertising income).
 - A clear lead by full council is needed as to the purpose, content and resourcing of the Parish News.
4. To consider the issue of paid for advertisements within future editions of Parish News. Any decision in this respect is reserved to the full Parish Council and the earliest any recommendation(s) could be considered would be the Parish Council meeting on 9th September 2024.
 - If adverts are to be included, who will be asked to pay, and who will be advertised for free, needs to be clearly defined, e.g. businesses, charities, community groups, advertorials, etc. The definition of 'business' will need to be clearly defined
 - If only local businesses are to be included in the Parish News, what defines 'local'? E.g. The business operates within/from the parish, or has offered/undertaken services within the parish for many years but is based outside, or has links/familial ties to the parish, etc.
 - It should be clear that inclusion of adverts in the council's newsletter doesn't automatically imply that the parish council has verified it as a 'Trusted' business
 - The Working Group attendees stated that they do not wish to undertake any potential role of 'roving reporter' for articles; only one offered to potentially take on the role to search for and chase up 'advertising'. The effect on the clerk's time to process invoices, and potentially chase up payment, along with the associated cost for this, would need to be considered.
 - If adverts are included how many pages of the Parish News will they take up? This depends in part whether the adverts need to cover the whole cost of the Parish News.
 - **Recommendations: That full council reviews the purpose, content and resourcing of future editions of the Parish News and to consider the following:**
 - i) BPC's Parish News only containing BPC information
 - ii) BPC's Parish News containing BPC information and events (as currently produced)
 - iii) as currently produced but include resident articles (the resourcing of this, and a clear indication of what is an acceptable article is required)

iv) as currently produced but include advertisements (the resourcing of this would need to be agreed, along with the additional time needed for the clerk to process invoices, and a clear definition of 'business' and 'local', and what adverts would be included for free)

v) alternative solutions (including ceasing the Parish News as a Bleadon Parish Council production and leaving it to private 'independent' editor to make commercially viable).

vi) consider renaming the Parish News to reflect council ownership, editorial, financing and production

5. To review printing arrangements and costs.

- Printing arrangements and costs can not be considered until item 4 has been resolved by full council. Following a full council decision, an annual review of size, colour, format, content, processes, etc. can be undertaken and costed for subsequent full council decision.

6. Date of next meeting and note any suggested agenda items (if required).

- To be arranged following full council decision, to be arranged after 1st October.

Open Spaces Working Group Notes

29th August 2024

Action points are in ***bold italics***

Report Author: Parish Clerk

Present: Councillors ID Clarke, Mary Sheppard and Ann Davies (part – including elements of project/maintenance schedule discussion)

One member of the public was present.

Apologies for absence

Apologies were received and accepted from Councillors Andy Scarisbrick and Steve Sugg.

Declarations of Interest

None.

Notes of Meeting Held on 1st August 2024

It was noted that issues arising from the notes of the previous meeting would be addressed as part of substantive agenda items.

Parish Clock - Plaque

Councillor Davies provided some history and context regarding the financial and other pledges which had been made in relation to the Parish Clock and how this might influence the size, design and location of any plaque. It was noted that the provision of any plaque within the churchyard (including the churchyard walls) would require Faculty Permission from the Diocese of Bath & Wells. Although the Diocese had not been officially approached in this respect it was considered likely that the commitment to name business donors would make it difficult for the Diocese to grant a Faculty Permission. Locating a plaque on Council owned land immediately adjacent to the entrance to the churchyard would not involve Faculty Permission and would also reflect the fact that whilst the clock is located in the Church it is 'owned' by parishioners.

Councillors discussed potential materials and requested that ***the Clerk research the types of materials available based upon the plaque being exposed to the elements and prepare a report for the next meeting of Council with options and a proposal to locate the plaque on Parish Council owned land.***

Play Area Development

The Clerk advised that North Somerset Council had agreed in principle to the transfer of funds to the Parish Council in lieu of providing play equipment as part of the quarry development. There would still be a legal process to be followed before any provisional agreement could be finalised but, if progressed, would see funds transferred to the Parish Council which it would unlikely to be able to otherwise secure and the

retention of a relatively large area of land within the quarry development as public open space – with North Somerset Council being responsible for the maintenance of this open space.

Councillors noted that there would be an update report to the next meeting of Council.

Planting Scheme for Jubilee Garden

Given the good progress in relation to the Jubilee Garden wall it was considered important that there was an early resolution to the type of planting scheme to be provided. Councillors had previously discussed a range of planting options based upon year round colour, low height and low maintenance. ***The Clerk was asked to recirculate the list of plants provisionally identified. Councillor Clarke was asked to contact a local designer to provide some initial estimates which the Council could then consider in accordance with Standing Orders.***

Allotments – Invoicing and Payment

Councillors noted that invoices had been issued using Scribe and that approximately a quarter of allotment holders had already paid for the next allotment year. There was a small waiting list for plots and it was anticipated that one current tenant was unlikely to renew for the next year.

Councillors discussed two plots which were heavily overgrown. It was noted that the tenant had been advised of the need to cut the plots to ground level. ***Councillors requested that the Clerk write to the tenant again and advise that unless progress was made the tenancy would not be extended into the next allotment year.***

Councillors noted that the water supply now reached the rear of the polytunnel and the provision of an irrigation system to bring on seedlings/plugs would be integral to any future Parish planting schemes. It was recognised that it would be beneficial to discuss future planting schemes in the Autumn and ***the Clerk was requested to liaise with Cllr Scarisbrick and schedule a discussion for a future meeting of the Open Spaces Working Group.***

Project and Maintenance Schedule

Updates to the Project and Maintenance schedule (attached at Appendix 1) were noted, with the following additions/actions arising:

The Clerk would be meeting with the stonemason at the beginning of September to agree any final requirements in relation to the works to walls. It was noted that there had been a number of positive comments in relation to the accessway created as part of the works. A question had been raised about the possibility of screening the entrance to the Gents toilet. However, it was considered that these concerns would be addressed as part of the refurbishment proposals for the toilet block.

Cllr Sheppard and the Parish Clerk to determine colour and type of finish in relation to woodwork (benches and bus stop) and trial on a bench at the earliest opportunity.

Appendix 1

Item	Priority	Issue Requiring Resolution	Position as at 25/8/24	Further Action Agreed
Jubilee Gardens		Works to wall	Works underway.	None
		Planting scheme	Discussed at May OSWG	Scheme requires finalising
		Removal of part of wall adjacent to toilet	Additional elements agreed by Council and with wall owners	None
Seating		Replacement of Celtic Way bench	Bench installed	None - complete
Allotments		Replacement of gate	Both sets of gates replaced. 50% of net costs received from Church Commissioner agents	None - complete
		Polytunnel	3 allotment tenants interested in using facility. Staging to be constructed/developed as a community resource	Physical works to staging to be completed. Need to consider connection to automatic watering system if to be used for growing plants from seed
		Watering	Above ground system extended - now 3 connection points for tenants (top, middle and bottom)	None
		Compost area	Insufficient support from allotment tenants to progress a community based compost scheme.	None
Toilets		Can accessible toilets be achieved within existing footprint	Budget of £40,000 approved. Indicative prices for conventional rebuild and prefab unit obtained. Confirmation that there is sufficient space within the existing footprint to accommodate two fully accessible toilets. Youth Hall/Coronation Halls contacted to establish whether existing toilets might be utilised - Youth Hall supportive but recognise limitations of existing access	Outline refurbishment scheme awaited from one specialist company
Drains		Blocked drains - Outside Queens Arms	Reported to NSC - Contractor instructed to clean out gullies	None
		Blocked drains - Bridge Road	Reported to NSC - Contractor instructed to clean out gullies. Raised with Drainage Board who have confirmed rhine capacity is adequate. Response from Wessex Water awaited	None
		Blocked drain - Bleadon Road/A370	Noted that significant amounts of tarmac in this drain. Issue reported	None
Roman Road Layby		Large potholes/rutting	Bulk of works completed.	Further work required to tidy up and move large boulders back into position
		Overnight parking	No overnight parking signs to be erected.	
Noticeboards		Replacement	Noticeboards ordered - expected delivery end of September. 8 highways accredited contractors approached for quotes to install as per NSC requirements	Further consideration of information panels needed.
Road signs		Missing horse warning sign - Roman Road Bramble bank and Shiplate bend	Reported to NSC - NSC investigating Both signs subject to excessive vegetation growth	Follow up report to NSC
The Veale		Bus stop	No further action to be taken re possible removal.	None
		Verges	Heavily overgrown - NSC responsibility	None
Coronation Hall		Tarmac cracking	Checked and considered not to be an issue.	None
		Poor condition of dividing wall	Dividing wall to the West in poor condition. Believed to be the responsibility of the neighbouring property	None
		Fire escape	Further discussion needed regarding stability of chippings	CB to take forward as part of next stage of works below
		Excessive growth of vegetation (raised section)	Contract awarded - in hand. Some initial cutting back has taken place. More substantive works dependent upon removal of blue container	Container requires removal (and payment)

Potholes		Excessive potholes - Roman Road	Many verges have collapsed - NSC responsibility	Consideration to be given to undertaking/commissioning local surveys to establish need/investment requirements.
20mph zone		EIDs	Forms part of wider discussion around 20mph zones	None
Trees		Play area Sycamore	Question as to whether tree should be cut back further	To form part of 2 year survey of playground trees to take place Winter 2024.
		Churchyard	More substantial trimming of trees in churchyard	To be addressed in any future works
Churchyard walls		Crack in back wall	Being monitored	
PROWs		Need to clarify responsibilities	Definitive maps online	None
Car park		Barrier in poor state of repair	Pressure washing agreed by Council	CLr Sugg to check and confirm paint/protective coating required
		Disabled parking	Blue Badge only notices erected	None - complete
Parish clock		Re-gilding	Dial removed and being restored. Potential re-instatement early October. Council to consider plaque requirements	CLr Davies leading on plaque
Croquet Club Gate		Not known	Not known	None
Parish Pump/Well		Poor condition	Scheme of work provisionally agreed with NSC Conservation Officer - but still subject to final approval. Specialist tools will be needed.	To be considered late Summer/early Autumn
Japanese knotweed		Previously reported adjacent to churchyard	New Grounds Maintenance contractor informed	None
Grit Bins		Need refilling	Refilling will take place during the Autumn	None
Play Area		Bark chip levels	Further bags of bark distributed	None
		Low wooden fence	Removed due to proximity to trim trail	None - complete
		Signage	New signage authorised by Council	CB to arrange.
		Ground anchor	Fitted by clerk.	None
		Finger guard on gates	Fitted by JAR	None
		Replacement/additional equipment	Dependent upon discussions regarding quarry site	
Memorials		Headstones	Gabions approved by Diocese. Other potential remedial works still the subject of discussion.	Gabions to be installed
		War memorials	Legal position investigated and funding opportunities shared with church.	None
Market Cross		Aged/weathered	Survey to be conducted within next 3 years to establish any restoration requirements	None
Planters		Planting scheme over the Summer	Redundant planters removed. Plants collected and distributed (together with compost) - all planters now planted up. Watering schedule in place. Many volunteers still involved.	Planning for next year needs to commence in Autumn of 2024. If seedlings are to be brought on in polytunnel, then an automatic watering system/shading will be needed.
Streetlighting		Safety/appearance	School Lane completed. Works to light opposite The Veale still not complete. Has been raised with contractor multiple times .	None
Churchyard		Wilding area	Size, location and lack of public information require consideration	Cutting back at the end of October to be raised with PCC
Benches		General	Most require pressure washing and staining/painting	Colour options to be discussed
Bus shelters		General	Generally in sound condition - wooden structures need staining/treating to preserve wood	Colour options to be discussed
Defibrillator		Coronation Hall	Pads in Coronation Hall Defib replaced	None - complete
		General	No new areas identified following consultation. Funding opportunity now fully committed - although further funding round expected	Sites to be identified.
Dog Bins		Location and frequency of collection	Views sought via Parish News. Purchase of new bins to be considered	Further consideration needed

Financial/Staffing Matters
9th September 2024

1. Bills for Payment

- 1.1 Bills for payment for September 2024 are attached at Appendix 1.
- 1.2 Included within the schedule is an additional (optional) payment of £520 in respect of works associated with the Jubilee Garden walls. This relates to significant root growth found within the wall and the need to take down and rebuild a larger section of wall than originally anticipated. The nature of the works were such that action in this respect proceeded without obtaining the prior approval of the Council. The contractor understands that the Council is under no obligation to pay for these additional works. It is, however, the opinion of the Clerk that the works were necessary and no advantage would have been gained in holding up the works.

Recommendations:

- i) That the bills for payment for September 2024 are approved.
- ii) That Councillors ID Clarke and Ann Davies be duly authorised to action the online payments.

2. Bank Balance and Bank Reconciliation

- 2.1 The Parish Council's end of August bank balances and bank reconciliation at the end of August are attached at Appendix 2. During the period since the last meeting of Council, £10,000 has been moved between the deposit and current accounts. Payment in the sum of £104.80 has also been made to NALC in respect of attendance at training courses previously authorised by the Council at its meeting on 8th July 2024. Unpresented payments of £151.08 represents payments due to HMRC not yet collected by Direct Debit.

Recommendation:

That the Parish Council's end of August bank balances and bank reconciliation and end of August net position are noted.

Bills for Payment**13th August - 9th September 2024**

Cost Centre	Description	Supplier	Net	VAT	Total	Minute
Coronation Hall Environs - Phase 2	Works to Jubilee Garden wall	A Moffatt Stoneworks Ltd	4,390.00	880.00	5,270.00	378.7.8
Coronation Hall Environs - Phase 2	Works to Jubilee Garden wall - Optional	A Moffatt Stoneworks Ltd	520.00	102.00	622.00	N/A
Coronation Hall Environs - Phase 2	Works to toilet (adjacent) wall	A Moffatt Stoneworks Ltd	3,300.00	660.00	3,960.00	380.8
Coronation Hall Environs - Phase 2	Jubilee Gardens	J.A.R.	540.00	-	540.00	379.8.5
Environmental Services Contract	Environmental Services contract	J.A.R.	640.00	-	640.00	378.6
Grounds Maintenance Contract	Grounds Maintenance contract	We Dig It SW Ltd	312.78	62.56	375.34	378.6
Public Toilets	Toilets - Cleaning	Blue Spot Commercial Ltd	166.72	33.34	200.06	378.6
IT & Mobile	website/mailboxes	Webglu Ltd	94.75	18.95	113.70	378.6
Payments to Outside Bodies	Allotments - Church Commissioners	Savills	72.50	-	72.50	378.6
Room Hire	Room hire	Youth Centre Hall	52.00	-	52.00	378.6
Utilities (Energy & Water)	Electricity Usage - Toilets	YU Energy	18.32	0.92	19.24	378.6
Church Clock Maintenance	Parish Council Clock Winding	Brian Robinson	25.00	-	25.00	378.6
Bank Charges	Bank Charges	Lloyds Credit Card	3.00	-	3.00	378.6
Pension Provision	Pension (Cumulative from 1st April 2024)	NEST	282.50	-	282.50	378.6
Salary & NI	Income Tax/NI	HMRC	150.88	-	150.88	378.6
Salary & NI	Salary	Craig Bolt	1,337.81	-	1,337.81	378.6
Totals			11,906.26	1,757.77	13,664.03	

Bleadon Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/08/2024		
	Cash in Hand 01/04/2024		121,973.97
	ADD Receipts 01/04/2024 - 31/08/2024		45,945.87
	SUBTRACT Payments 01/04/2024 - 31/08/2024		167,919.84
	Cash in Hand 31/08/2024 (per Cash Book)		135,617.02
B	Cash in hand per Bank Statements		
	Petty Cash 31/08/2024	0.00	
	Bleadon Parish Council Current 31/08/2024	17,163.53	
	Bleadon Parish Council Deposit 31/08/2024	118,604.57	
			135,768.10
	Less unrepresented payments		151.08
		135,617.02	
Plus unrepresented receipts			
Adjusted Bank Balance		135,617.02	
A = B Checks out OK			

Report of the Parish Clerk & RFO

9th September 2024

Decision Items

1. Parish Clock Plaque

- 1.1 Following discussion at the Open Spaces Working Group meeting, Council is recommended to agree to locating a plaque on land owned by the Parish Council adjacent to the Coronation Road entrance to the church. Other locations were considered by the Working Group, including within the church grounds. The latter option would require a Faculty Permission and the commitment to name business sponsors would likely make it difficult for the Diocese to be able to grant such a permission – although it should be noted that this assumption has not been formally tested.
- 1.2 The Working Group also requested some comparative information regarding the types of finishes/materials for a plaque – on the understanding that the plaque would be exposed to the elements. Based upon a notional size of 600mm x 600mm, the estimated costs of different finishes would be in the following region:

<u>Material</u>	<u>Cost</u>	<u>Pros/Cons</u>
Plastic	£100	Cheap/Will fade
Acrylic	£200	Inexpensive/Looks 'plastic'
Aluminium	£250	Long lasting/Difficult to polish
Slate	£350	Natural/Brittle
Stainless Steel (Marine Grade)	£350	Hard wearing/Requires polishing
Brass	£350	Hard wearing/Requires polishing
Corian (stone effect)	£400	Low maintenance/Not natural

In theory it would also be possible to have a wooden plaque but this would likely have to be a composite construction rather than a single piece of wood.

- 1.3 The above table is provided purely for comparative purposes. The actual costs would depend upon the nature and extent of text and images. There would also be additional costs associated with mounting and installation.

Recommendations:

- i. That a commemorative plaque be located on Parish Council land adjacent to the Coronation Road entrance to the churchyard – the precise location to be determined by the Chairman of the Parish Council.

- ii. That the Council agrees the design/material finish for the plaque and instructs the Clerk, in consultation with Cllr Davies, to develop a design and seek quotes.

2. Correspondence From Cllr Mike Bell (Leader of North Somerset Council)

2.1 Parish and Town Councils have been asked to consider whether there are current areas of service provision undertaken by North Somerset Council which might be delivered at a more local level. The context of the request is the funding pressures faced by North Somerset Council and the likely impact upon the future delivery of non-statutory services. To this end, North Somerset Council is preparing a list of services which are likely to be under pressure and to share this information with Town and Parish Councils at a later stage.

2.2 There are risks associated with different service delivery models. It is difficult to be precise regarding these risks as they differ dependent upon the model progressed and – crucially – the nature and extent of any funding support. North Somerset Council is not suggesting any particular model or way of working. There is, therefore, the potential opportunity to influence how these discussions progress. The corollary to this position is that significant amounts of time and resource are committed to developing proposals which are not progressed. However, there are a number of services currently provided by North Somerset Council which have been the source of negative reporting to the Parish Council which may or may not be worth the subject of further discussion with North Somerset Council. These can be summarised as follows:

- Minor highways repairs
- Routine maintenance of drains
- Maintenance of highway verges/vegetation
- Maintenance of open spaces
- PROW maintenance
- Road signage/markings
- Bus services

2.3 There are also services currently provided by North Somerset Council which may benefit from different delivery models even though they may not be the subject of negative reports to the Parish Council. These can be summarised as follows:

- Library services
- Youth and play provision
- Bin(s)

2.4 There are also a range of activities/functions which North Somerset Council is unlikely or unable to delegate but where the Parish Council should seek a different relationship. These can be summarised as follows:

- Engagement in Section 106 discussions at a formative stage to ensure that on-site and off-site requirements meet local need/expectations as part of the planning process.
- Greater capital allocations arising from CIL (there are legislative restrictions regarding the allocation of CIL).
- Traffic management orders and highways management.

Recommendation:

That that the Council confirms those services where it would wish to discuss (on a non-committal basis) the potential for different service delivery models.

3. Play Area Provision

3.1 North Somerset Council has agreed, in principle, to revise the current legal agreement relating to on-site provision of play equipment as part of the Edenstone development. There is still a process to be followed before any agreement is finalised. However, if progressed, the revised arrangements would see a sum of money transferred to the Parish Council for play provision. North Somerset Council have also confirmed that they would receive a commuted sum to maintain an area of land within the development site as an area of open space for general use. Given that the only area of public open space within the Parish is currently the very small parcel of land adjacent to the toilets (Pea Green) an additional area of open space within the development site would potentially benefit parishioners.

3.2 The Open Spaces Working Group has proposed a number of guiding principles to help shape the provision of any new equipment, which Council is invited to adopt. These are:

- *That future developments should focus upon early years and over 12s – the primary age range group largely being well served by the existing Trust play area.*
- *That the existing rural nature of the Trust play area should be preserved, with wood apparatus and muted colour schemes.*
- *That the Council should take the opportunity to introduce equipment capable of use by children with special/additional needs.*
- *That sound/music based equipment would be inappropriate in the existing Trust play area given the proximity of the site to residential properties.*
- *That the potential to introduce ‘gym’ type equipment for older age ranges (including adults/seniors) in the vicinity of Pea Green should be explored.*

- 3.3 The Parish Council has received a letter of concern regarding the loss of play equipment at the Edenstone site and the potential increase of use of the Trust play area (which is already well used in school holiday periods). Should this situation materialise it is something which could be discussed with the Trust as a proportion of current users are not local to the Parish and the Trust's primary responsibility will be to parishioners. A range of measures could be introduced by the Trust ranging from signage to key code locks on the gate.

Recommendation:

That the Council notes the current position and agrees to the principles proposed by the Open Spaces Working Group in relation to the provision of any new equipment (as set out in Paragraph 3.2 of the Report of the Parish Clerk).

4. Installation of Noticeboards

- 4.1 The four replacement noticeboards have been ordered and are expected to be ready by the end of September.
- 4.2 It was a condition of North Somerset Council's agreement to the siting of noticeboards that the Parish Council used a contractor from North Somerset Council's accredited list. Accordingly, 8 contractors were invited to quote for installation works. Regrettably, no quotes were received. A proposal has been put to North Somerset Council to apply an exception in this instance. The outcome of this proposal is awaited and the Clerk will provide a verbal update at the Council meeting.

Recommendation:

That the Council notes the outcome of the recent procurement process and authorises the Clerk to make alternative arrangements for the installation of the noticeboards.

5. Minor Works

- 5.1 Significant progress has been made over the Summer on some of the Council's more significant projects. Some progress was also made early in the Summer on minor works, particularly in relation to in and around the play area/car park and addressing the water supply at the allotments. Further progress in relation to minor works has been hampered by capacity (with resources being diverted to larger projects), memorial testing and planting schemes. These issues should become more settled over the Autumn and, in turn, the Council should be able to progress other minor works/maintenance activities. Authority for the vast bulk of these works has already been approved either by way of previous Council decisions e.g. in relation to the construction of staging in the allotment polytunnel or as a consequence of

agreed maintenance contracts e.g. in relation to the cutting back of hedges and planting areas and maintenance of the churchyard. However, there are some areas which the Open Spaces Working Group would wish to advance which have not yet been explicitly approved by the Council. These are summarised below. It is proposed that these are either progressed by way of the Parish Clerk (through overtime hours in agreement with the Chair of the Personnel & Contracts Committee) or the Council's appointed contractors (We Dig It SW Ltd and J.A.R) based upon quoted hourly rates:

- Staining of benches (including pressure washing and preparation) estimated at 6-8 hours work per bench with a resultant cost of circa £200-220 including materials. Assuming the Council sought to prioritise the 4 rustic style benches (2 in the play area, one at the junction of Purn Way and Bleadon Road and the other within the 'pedestrian' part of Purn Way) this would be a potential resultant cost of £800-880.
- Staining of the wooden bus stop on Coronation Road (including washing and preparation) estimated at 8-10 hours work with a resultant cost of circa £240-260 including materials.
- Fixing loose coping stones to Jubilee Garden walls estimated at 2-3 hours work with a resultant cost of circa £60-80 including materials.
- Cutting back of overgrown area to rear of polytunnel site and removal of weeds within polytunnel to enable siting of IBCs estimated at 4-5 hours work with a resultant cost of £100-120 (waste to be removed from site).
- Installation of irrigation system to polytunnel – requires IBCs, pump, battery and solar panel as well as microbore water pipes and shading – estimated at circa £300-350.
- Fixing post of one item of trim trail in the play area estimated at 2-3 hours work with a resultant cost of circa £80-100 including materials.
- Maintenance works to other play equipment including but not limited to pressure washing, oiling, repainting, replacement of wooden tread boards and replacement of stainless steel fixings. These works will only be progressed as equipment is confirmed as to be retained under proposals relating to the play area – estimated at circa £700 – 800.

5.2 The primary budget for the majority of these proposed works would be the General Maintenance Budget. The current spend against this budget is £463, with a further estimated commitment of approximately £6,000 in relation to the acquisition and installation of noticeboards. This gives a notional balance of circa £4,000. The exception to this principle are works relating to the play area. These would be charged against the project budget for the play area which has a current balance of £10,000. It is not proposed to charge works in relation to the allotments to the allotment budget as the primary rationale for the works is to support future planting schemes across the Parish.

5.3 Councillors may also wish to explore a different approach in relation to the car parking barriers within the car park. The Council previously sought quotes for the replacement of the car parking barriers on a like-for-like basis. The lowest

quote received was £1,450. As a consequence, it was suggested that the Council explore repainting the existing barriers. To properly repaint involves pressure washing and then going over the whole surface with abrasive discs to provide a mechanical key and to 'feather' the edges of paint not removed during the pressure washing. Without doing this the new paint will not bond to the surface (paint can only bond by way of a mechanical key or chemical reaction). The Council would then need to use a specialist paint to finish as it will be sticking to a variety of different surfaces e.g. old paint, galvanised steel and bare steel. These types of paint can be quite expensive. The Council did seek quotes earlier in the year to repaint the barriers but did not receive any interest in this work. It is, therefore, difficult to be certain about the costs associated with this approach but, given the amount of labour involved, a budget figure of £700-800 would be reasonable. Alternatively, the Council could simply remove the barriers. The rationale for retaining the barriers has been to protect the play area fencing. However, there are two potential challenges to this rationale:

- There are no barriers protecting the sections of fencing where the disabled parking bays are located.
- It would be cheaper to replace the fencing than to replace/renovate the car parking barriers. A 3m long section of the play area fencing is approximately £45 and the upright posts approximately £30. Although there would be labour costs associated with replacing panels and posts, the panels themselves use a very simple fixing system (a few clips and bolts) which is not labour intensive. The Council would, therefore, have to replace significant sections of fencing (more than once) to incur costs comparable with replacing/renovating the parking barrier.

5.4 Two other factors which may be germane to the Council's considerations are:

- Removal of the barrier would also remove an ongoing maintenance liability.
- Vehicles are increasingly being fitted with parking sensors as standard

Recommendations:

- i. That the minor works set out in 5.1 of the Report of the Parish Clerk be approved at a combined cost not exceeding £2,590, with progress monitored and (where necessary) prioritised by the Open Spaces Working Group.
- ii. That, either:
 - The Council approves the removal of the existing car parking barriers and authorises the Clerk to undertake the removal on terms which are the most financially advantageous to the Council, or
 - The Council confirms how it wishes to progress in relation to the car parking barrier.

6. National Planning Policy Framework (NPPF) Consultation

- 6.1 The Government is consulting on changes to the NPPF. The primary drive behind the consultation is the stated intention of the Government to deliver increased housing options over a shorter period of time than previously planned. The outcome of the consultation will potentially have implications on Local Plans which have not yet been formally adopted – which is the position in relation to North Somerset Council’s Local Plan.
- 6.2 The Parish Council has previously pressed North Somerset Council to provide a greater degree of protection for land which is or may potentially be used in the context of food security. The Council may, therefore, wish to consider also responding to the National Planning Policy Framework in this respect.
- 6.3 The NPPF consultation can be accessed by way of the following link [Proposed reforms to the National Planning Policy Framework and other changes to the planning system - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/proposed-reforms-to-the-national-planning-policy-framework-and-other-changes-to-the-planning-system). The deadline for consultation responses is the 24th September 2024.

Recommendation:

That the Council considers whether it wishes to respond to the National Planning Policy Framework consultation.

Information Items/Correspondence Received

1. Correspondence with the Diocese of Bath & Wells regarding undertaking the plot of land adjacent to the rectory.
2. Correspondence with the Diocese of Bath & Wells and local church representatives regarding faculty permissions in respect of churchyard memorials.
3. Correspondence from parishioners regarding works to footpaths and overgrown vegetation.
4. Correspondence with North Somerset Council regarding the clarification of land ownership and maintenance schedules in relation to highways and other areas.

PLANNING APPLICATIONS 2024

[Prior approval request for the erection of a single storey rear extension with a flat roof that would \(1\) extend beyond the rear wall of the original house by 4.30 metres; \(2\) have a maximum height of 3.85 metres and \(3\) have eaves that are 3.50 metres high](#)

Perivale Bleadon Road BS24 Ref. No: 23/P/2685/FUL

Ref. No: 24/P/0133/HHPA | Received: Mon 22 Jan 2024 | Validated: Mon 22 Jan 2024 | Status: Register


APPROVED 22nd February 2024

[Use of caravan and camping park from time restricted use to year round use, to include clubhouse buildings, swimming pool, 191 static caravan pitches, 61 touring pitches and amenity land](#)

Riverside Holiday Village Bridgwater Road Bleadon BS24 0AN

Ref. No: 24/P/0173/FUL | Received: Mon 29 Jan 2024 | Validated: Thu 29 Feb 2024 | Status: Re

APPROVED 23rd May 2024

[Proposed erection of a single storey rear extension with terrace above. Loft conversion and roofing alterations including the removal of existing dormers and creation of flat-roof dormers to the front and rear elevations. Extension of existing raised rear patio and creation of external stairs to the rear and side elevations. Fenestration alteration including the removal of existing South bay-window with subsequent installation of 1no. external door and window, alongside the removal of existing North window and installation of 1no. new window.](#) 

Rosewood Hillcote Weston-super-Mare BS24 9JS

Ref. No: 24/P/0380/FUH | Received: Wed 21 Feb 2024 | Validated: Wed 21 Feb 2024 | Status: R

APPROVED 23rd April 2024

[Request to discharge condition number 10 \(Management Plan\) and 36\(Water Storage\) on application 19/P/0835/OUT](#)

Bleadon Quarry Bridge Road Bleadon Weston-super-Mare BS24 0AU

Ref. No: 24/P/0382/AOC | Received: Fri 23 Feb 2024 | Validated: Fri 23 Feb 2024 | Status:

Regis

APPROVED 30th APRIL 2024

[Convert the existing steel frame, timber clad agricultural barn to a three bedroom dwelling with integral garage, workshop and recessed roof sit out area, cycle, refuse and recycling storage and create new domestic garden area.](#)

Homestead Barn Shiplate Road Bleadon

Ref. No: 24/P/0460/FUL | Received: Fri 01 Mar 2024 | Validated: Thu 21 Mar 2024 | Status:

Reg

APPROVED 21st May 2024

[Proposed timber single story flat roof cabin to be located to rear of garden for use as an Air BnB](#)

Tor View Roman Road Bleadon BS24 0AD

Ref. No: 24/P/0464/FUL | Received: Mon 04 Mar 2024 | Validated: Thu 28 Mar 2024 | Status: Registere

APPROVED 23rd May 2024

Proposed erection of an attached single storey side extension/annexe to the West of the existing dwelling.

Bridleway Roman Road Bleadon BS24 0AD

Ref. No: 24/P/0513/FUH | Received: Mon 11 Mar 2024 | Validated: Thu 14 Mar 2024 | Status:

APPROVED 22nd August 2024

Siting of a mobile home for use as a temporary equestrian workers dwelling to support the existing business

Land North Of Roman Road Bleadon

Ref. No: 24/P/0562/FUL | Received: Fri 15 Mar 2024 | Validated: Tue 02 Apr 2024 | Status: Registere

APPROVED 23rd May 2024

Proposed replacement of the existing entrance gate and adjoining fence panels with reconstituted stone dressed with sandstone and vertical timber fence slats between stone piers.

Truby Tor Roman Road Bleadon BS24 0AB

Ref. No: 24/P/0713/FUH | Received: Mon 08 Apr 2024 | Validated: Wed 22 May 2024 | Status: Registere

APPROVED – 12th July 2024

Erection of 1no. temporary rural workers dwelling and 1no. rural building

Land East Of Riverside Holiday Park Bridgwater Road Bleadon

Ref. No: 24/P/0890/FUL | Received: Wed 01 May 2024 | Validated: Wed 07 Aug 2024 | Status: Register

AWAITING DECISION

Request to discharge condition number 35 (Carbon Energy) on application 19/P/0835/OUT

Bleadon Quarry Bridge Road Bleadon Weston-super-Mare BS24 0AU

Ref. No: 24/P/0985/AOC | Received: Wed 15 May 2024 | Validated: Wed 15 May 2024 | Status: Registere

APPROVED 19th June 2024

T1: Remove epicormic growth from the main stem.

Charmaine Celtic Way Bleadon BS24 0NA

Ref. No: 24/P/1075/TPO | Received: Wed 29 May 2024 | Validated: Fri 31 May 2024 | Status: Registered

APPROVED – 31st July 2024

[Proposed construction of 1no. new single storey dwelling.](#) 

South Hill Cottages Bridgwater Road Bleadon

Ref. No: 24/P/1106/FUL | Received: Mon 03 Jun 2024 | Validated: Wed 12 Jun 2024 | Status: Regist

REFUSED – 24th July 2024

[Request to discharge condition numbers 4 \(External Stonework\), 5 \(Detailed Drawings\), 6 \(Schedule of Works\), 7 \(Bricks should be re-used\) and 8 \(Existing Internals to be protected and undisturbed\) on application 23/P/2548/LBC](#)

Purn Villa Purn Way Bleadon North Somerset BS24 0QE

Ref. No: 24/P/1281/AOC | Received: Mon 24 Jun 2024 | Validated: Mon 24 Jun 2024 | Status: Registere

AWAITING DECISION

[Request to discharge condition number 34 \(Bat and Light Scheme\) on application 19/P/0835/OUT](#)

Bleadon Quarry Bridge Road Bleadon Weston-super-Mare BS24 0AU

Ref. No: 24/P/1355/AOC | Received: Thu 04 Jul 2024 | Validated: Thu 04 Jul 2024 | Status: Registered

AWAITING DECISION

[Discharge of condition 6 \(Earth and Stone Spoilage Plan\) on application 23/P/1270/FUL](#)

Land West Of Coombe Farm Bridgwater Road Bleadon

Ref. No: 24/P/1644/AOC | Received: Wed 07 Aug 2024 | Validated: Thu 22 Aug 2024 | Status: Registered

AWAITING DECISION

[Proposed erection of a front Porch and creation of a rear patio](#)

Fern Court Bleadon Hill Weston-super-Mare BS24 9JX

Ref. No: 23/P/2522/FUH | Received: Mon 20 Nov 2023 | Validated: Wed 17 Apr 2024 | Status: Regist

AWAITING DECISION