



# **LOCKING PARISH COUNCIL**



The Parish Hall, Grenville Avenue, Locking BS24 8AR  
Telephone: 01934 820786 Email: clerk@lockingparishcouncil.co.uk

Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded 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 and **providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.**

To: All members of Locking Parish Council:

Dear Councillors

You are summoned to the **Annual Meeting of Locking Parish Council, to be held in Locking Parish Hall, Grenville Avenue, Locking on Thursday 5 May 2022** commencing at **7:00pm** when the following business will be transacted.

*Dawn Tremlett*

Mrs Dawn Tremlett  
Parish Council Clerk  
26 April 2022

## **AGENDA**

### **MATTERS FOR DECISION**

- 1) To Elect a Chairman for the ensuing year:** The Council must elect a Chairman to hold office until the next Annual Meeting of the Parish Council.
- 2) To receive the Chairman's declaration of acceptance of office or to permit him/her to make the declaration before or at the next meeting of the Parish Council.**
- 3) To Elect a Vice-Chairman for the ensuing year:** The Council may appoint a Vice-Chairman to hold office until the next Annual Meeting of the Parish Council.
- 4) To receive Apologies for absence and to approve reasons where appropriate.**
- 5) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.**
- 6) Co-option: There are 5 ordinary vacancies on Locking Parish Council.**  
**The Parish Council is under a duty to fill these vacancies by co-option.**  
To receive written application(s) for the office of Parish Councillor and to co-opt a candidate(s) to fill the existing vacancy following an interview with potential candidate(s).

### **PUBLIC PARTICIPATION**

- 7) To receive and hear any person who wishes to address the Council, upon prior notice being received** (*The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).*)
  - a) Development Sites Consultation - The consultation will include one or more sites within the Locking area. NSC Martin O'Neill, Development Project Manager to explain and discuss this consultation.
  - b) Unitary Cllr/Liaison Officer Report
  - c) Police Report

## **MATTERS FOR DECISION**

### **8) Minutes:**

- a) To receive and confirm the Minutes of the Council meeting held on 7<sup>th</sup> April 2022

### **9) Finances:**

- a) To receive and approve monthly receipts and payments from 1<sup>st</sup> April 2022 to 30<sup>th</sup> April 2022
- b) To receive and note the Bank Reconciliation for March 2022
- c) To receive and agree any Grant applications
- d) Annual Governance and Accountability Return 2021/2022 Part 3, p3 – Annual Internal Audit Report 2021/2022 has been completed and the end of year report and financial risk assessment is presented to council for acceptance.
- e) The Statement of Accounts for 2021/2022 financial year, prepared on a receipt and payments basis are presented to council for approval.
- f) To receive and sign Annual Accounts Section 1 2021/2022, Box 1 – 8 of the Annual Governance Statement is recommended for completion as 'yes' and with box 9 completed as N/A
- g) To receive and sign Annual Accounts Section 2 (Accounting statements 2021/22)
- h) To note the date for Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return – Accounts for the year ended 31 March 2022

### **10) Chairman's Report**

### **11) Regular Reports:** To receive and note the following regular reports:

- a) CPRE
- b) Locking Parklands Stakeholders
- c) Locking Primary School
- d) St Modwen

### **12) Planning** (applications can be viewed via North Somerset Council Planning Applications website):

- a) **22/P/0922/AOC Land off Anson Road Locking** – Discharge of condition No.7 (surface water drainage) and condition No.8 (Sustainable drainage) on application 19/P/2950/FUL.
- b) **22/P/0930/NMA Vacant Land off Anson Road Locking** – Non material amendment to application 19/P/2950/FUL (Construction of a new two-storey GP surgery containing 20 consulting/treatment rooms together with associated car park and landscaping) to make amendments to glazing configuration on South and East elevations.
- c) **22/P/0742/FUH 10 Elm Tree Road Locking** – Construction of a driveway to allow parking and turning area at the bottom of the garden. Works include altering the existing stone wall layout at the end of the garden by rounding the corners; rebuilding the stone wall at roadside to existing height and lowering of land to the carriageway level creating a sloped driveway up to the proposed parking area.
- d) **22/P/0787/LBC 10 Elm Tree Road Locking** – Listed building consent for Construction of a driveway to allow parking and turning area at the bottom of the garden. Works include altering the existing stone wall layout at the end of the garden by rounding the corners; rebuilding the stone wall at roadside to existing height and lowering of land to the carriageway level creating a sloped driveway up to the proposed parking area.
- e) **22/P/0793/AOC – Locking Parklands** – Discharge of condition No.32 (nature and extent of contamination within the area) and No.33 (detailed remediation scheme) on application 13/P/0997/OT2
- f) **22/P/0971/FUH – 13 Oxford Square Locking** – Demolition of existing side extension and front canopy. Proposed erection of a single storey side and rear wrap around extension with a rear canopy and erection of a new front porch.

### **13) Locking Skatepark Project** – To agree the following proposals put forward by the Assets & Amenities Committee Min Ref A49b & c

- a) Propose that the skatepark be sited at Old Banwell Road Playing Field as indicated on the attached plan
- b) Propose that a Steering Committee be formed consisting of Cllrs, with co-opted members from the skatepark project group and other interested members of the community.

### **14) Platinum Jubilee Big Picnic Lunch:** Update and approve any expenditure

### **15) ICT Project– Equipment Purchase:**

- a) To agree to continue with the scheme and roll out of devices.
- b) To receive costings for equipment

### **16) To agree regular standing order and direct debit payments made from Unity Trust Bank Account and Lloyds Bank Multipay Card Account**

**17) Renewal of the Parish Councils Insurance Policy with Came & Company Min Ref Exe 67b 3 year binding long term agreement with Pen.** To agree any increase to the premium

**18) Internal Auditor:** To agree the appointment of the internal Auditor

**19) Parish Council's Committees and Working Groups** – to consider and approve nominations for membership to the following:

- Assets & Amenities Committee
- Finance & Human Resources Committee
- Executive Committee
- Subject to item 13b Skatepark Steering Committee

**20) Schedule of Meetings for 22/23**

**21) Clerk's Report, Correspondence & Items for next Agenda:**

*(Please note that the Council is unable to make any formal decisions under this item).*

To receive the Clerk's report, note any correspondence received since the last meeting that is not an item on the Agenda and note items for the next Agenda.

## **PART 11**

**Exclusion of press and public.**

(The Council is recommended to resolve those members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

**22) Honorary Freedom of Locking Parish**

- a) Granting of Honorary Freedom of Locking Parish: to receive a nomination
- b) Members to discuss and debate the merits of the nomination
- c) The Chair to invite the Council to pass a resolution in support of convening a meeting especially for the purpose of passing a motion relating to the granting of the award.

**The next meeting of Locking Parish Council TBC.**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.*