



Locking Parish Council

☎ 01934 820786

✉ clerk@lockingparishcouncil.co.uk

📍 The Parish Hall, Grenville Avenue,
Locking, North Somerset BS24 8AR

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 **Meeting of Locking Parish Council, to be held in Locking Parish Hall, Grenville Avenue, Locking on Thursday 7 December 2023** commencing at **7:30pm** when the following business will be transacted.

Dawn Tremlett

Mrs Dawn Tremlett
Parish Council Clerk
30 November 2023

AGENDA

MATTERS FOR DECISION

- 1) To receive Apologies for absence and to approve reasons where appropriate.
- 2) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.

PUBLIC PARTICIPATION

- 3) 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) Ward Councillor's Report
 - b) Community Policing Team Report
 - c) CPRE

MATTERS FOR DECISION

4) Minutes:

To receive and confirm the Minutes of the Council meeting held on 2 November 2023

5) Finances:

- a) To receive and approve monthly receipts and payments from 1st November 2023 to 30 November 2023
- b) To receive and note the Bank Reconciliation for October 2023
- c) To receive and agree any Grant applications
- d) To agree payment for National Allotment Society Annual Membership fee £66.00
- e) To agree payment for CPRE Membership fee £40.00

6) Planning (applications can be viewed via North Somerset Council Planning Applications website):

- a) **23/P/2284/MMA** – 1A Elm Tree Road Locking - Minor material amendment to planning permission 21/P/0607/FUL (demolition of existing lean-to extension on East elevation and conversion from two holiday lets to dwelling) to allow for omission of rooflights and addition of 3no. dormers to south elevation; installation of bi-fold glazed doors and infill existing single door at rear.
- b) **23/P/2293/TPO – Behind parking bays opposite 1 Bishop Path Apartment Block 4 (Plots 90-101) Locking** – Trees identified on plan (not identified with tree number); Poplar – remove limb, Lime – crown reduced by 1.5 metres, Ash tree – remove limb, Ash tree – reduce crown by 1.5 metres.

7) Chairman's Report

8) Old Banwell Road Playing Field Car Park:

- a) To receive revised quotations for line marking the Car Park – as per the revised design.
- b) Min Ref A52: To receive an update from the working group regarding meeting with contractor and agree any costing for remedial works.

9) The Spinney: Update.

10) Locking Primary School – Request for the Parish Council to support the Primary Schools expression of interest in the proposal by North Somerset Council to build a new 630-place primary school off The Runway, Hayward Village, WSM.

11) North Somerset Council – Invitation to Town & Parish planning workshop which is being held on Thursday 14 December.

12) North Somerset Council – Review of Local List of Planning Application Requirements Consultation and Ecological Checklist Consultation – both close on 5 December.

13) North Somerset Council – North Somerset Corporate Plan & Budget 2024-2028 Consultation closing date 10 January 2024

14) North Somerset Council Local Plan 2039 – Pre-submission consultation – deadline for representations is 5pm Monday 22 January 2024

15) To receive the draft General Account Estimates for F/Y 2024/25 (excluding salaries – item to be discussed under Part 2).

16) 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 TWO

Exclusion of press and public.

(The Council is recommended to resolve that 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.

17) To receive the resignation of the Administration Assistant.

18) Given the above resignation: Consider reviewing the personal requirements for the Parish Council Office.

19) To receive the recommendations from the Finance & Human Resources Committee for the following:

- a) To consider and agree that the E01-23 2022/23 LGS Pay Award Agreement 2023 be implemented – Rates applicable from 1 April 2023 to 31 March 2024. This award to be backed dated for all staff and the award to be paid in December 2023 salary payments.
- b) Parish Orderly
 - i. To consider and agree pay scale for the Financial Year 2024/25
- c) The Clerk/RFO
 - i. To consider and agree pay scale for the Financial Year 2024/25
 - ii. To consider and agree pay scale for the Financial Year 2025/26
 - iii. To consider and agree the Clerk/RFO's request to reduce her hours from 35hrs per week to 30hrs per week from 01/04/2024.

The next meeting of Locking Parish Council will be on Thursday 4th January 2024 7.30pm

*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.*