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|  | **LOCKING PARISH COUNCIL****The Village Hall, Grenville Avenue, Locking, BS24 8AR****Telephone 01934 820786 E-Mail:- lpcclerk@talktalkbusiness.net** |  |

# Minutes of a Meeting of Locking Parish Council held on Thursday 1 October 2020

# at 7:00pm via Zoom

Meeting opened:19.02pm Meeting closed:22.30pm

**Present:** Councillors: P Jones (Chairman) J Keate (Vice Chairman) L Mason, P Lacey, Mrs W Ashdown, W Bearsby, Ms J Roberts, E ap Rees, Mrs J Searle, C Prosser, M Tremlett

**Also, in attendance:** The Clerk (left meeting at approx. 22.00hrs) Unitary Cllr T Porter (joined the meeting at 19.15hrs and left meeting at approx.19.30hrs) Mr C Dumbell (from 19.20hrs – 21.50hrs)

**MATTERS FOR DECISION**

**C292 To receive Apologies for absence and to approve reasons where appropriate –**

 Cllr P Harris, Cllr A Hetherington

**C293 To receive Declarations of Interest by PCllrs and to consider any written applications for**

 **dispensations:** Min Ref C310 Cllr Ashdown, Cllr Tremlett

**C294 Co-option: There are 2 ordinary vacancies on Locking Parish Council following the 2019**

 **Elections and 1 casual vacancy following a resignation from a Cllr.**

 **The Parish Council is under a duty to fill these vacancies by co-option.**

An interview took place with Mr Mike Tremlett and it was **AGREED** that Mr Tremlett should be

 elected to the office of member of Locking Parish Council. Cllr Tremlett would sign his Declaration

 of Office and Register of Interests in the presence of the Clerk at the next available opportunity.

**PUBLIC PARTICIPATION**

**C295 To receive and hear any person who wishes to address the Council, upon prior notice being received. None**

1. Unitary Cllr/Liaison Officer Report) – Cllr Porter gave the following report (copy available from the Clerk):

North Somerset Houses Locking Parklands:

North Somerset has a considerable amount of land on Locking Parklands

phase 1 23.9 Acres for 425 properties.

Procurement process for building these houses is complete.

Three final submissions. Award will be approved Executive on 21st October.

All three provided very good schemes

Specification for these houses is very advanced, Flagship for North somerset

Good variety of design for Houses and apartments

Receive £10 from Homes England for accelerated development.

Spine road for access, plus planning

Condition Homes England MMC used 74 properties will be factory built and assembled on site.

Mmc for other houses part timber framed

30% affordable housing. (128) 77% social rent, 23% shared equity

64 properties Carbon Zero other 361 will be reduction of 75-80%

Council Climate Change emergency for NSom. Helps meet NSom goals

All properties exceed Future homes standard Option 2

No gas on site, heating solar & air source heat pumps

Electric car charging points for properties

Features Grumble pill rhyne used as feature through the site by all tenderers

Good ecological specifications required, wildlife and bats etc. Dark Corridors.

Construction start Aug 2021 show house sept 2022, sales Oct 2022 60 + per year

Strong Social programme for consultation residents, exhibitions etc

Education and training programme Apprenticeships and sponsor places1.

**MATTERS FOR DECISION**

**C296 To receive and confirm the Minutes of the Council meeting for the following:**

1. **To received and confirm the Minutes of the Council meeting held on 3 September 2020**

**RESOLVED: T**hat the Minutes of the Council meeting held on 03/09/2020 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, to be signed by the Chairman of the meeting.

**C297 Finances:**

1. **To receive and approve monthly expenditure from 1 September 2020 to 30 September 2020 - AGREED (*to be signed by Cllr ap Rees)***
2. **To receive and note the Bank Reconciliation for August 2020. Noted *(to be signed by* *Cllr ap Rees)***
3. **To receive and agree any Grant applications** **–** None received
4. **To approve the payment of £1320 plus VAT Infomap Surveyors & Mapping** for various topographic and drainage site surveys as per quotation dated 13/02/2020 – **AGREED**
5. **To approve payment to South West Ambulance Service NHS Foundation Trust** - Defibrillator Support Package 3rd year instalment £450.00 plus VAT - **AGREED**

**C298 Chairman’s Report – Verbal reported - Noted**

**C299 Regular Reports:** To receive and note the following regular reports:

1. **CPRE** – Mr Dumbell reported: NSC continuing with proposed changes to Planning Policy, 41 interested groups in dialogue with Jenrick.

A Residential planning application has been submitted on the edge of Long Ashton, comparable with land at Elm Grove, Wall land and Trenchard – NSC is opposing the planning application, it will be one to look out for.

Cllr Keate raised a question regarding an earlier report from Cllr Porter who had advised that on the proposed development on NSC land that NSC were raising the ground levels – Cllr Keate asked where the water going to go, will it be pushed to the other side of the carriage way etc., Mr dumbbell will look in to this and report back.

1. **Locking Parklands Stakeholders:** awaiting full report.

**C300 Planning:**

1. **20/P/2005/FUL –** 27 Grenville Avenue Locking – Retrospective erection of car port on front driveway – **RESOLVED** to object to this application as not in keeping with character of Grenville Ave or Locking Village in general.
2. **20/P/2057/LDP** 142 Elm Tree Road Locking – Lawful development certificate for the demolition of existing rear conservatory including dwarf walls at the front to one side. Proposed erection of a single storey rear extension on the same footprint to meet current building regulations. **RESOLVED** Neutral
3. **20/P/2132/TPO –** Locking Parklands, Farnborough Road Area – G86 – Silver Birch – Crown lift to 2.5m on north aspect over footpath. T1064 – Sycamore – Fell and replace with tulip tree. G1063 – Hornbeam – Crown lift to 3m on south, southeast and southwest aspects. Reduce by 1.5-2m on southeast side. Reduce by 2-2.5m on south side. Reduce by 1.5-2m on southwest side.

 Concerns raised regarding this application and others submitted for tree works that the

 Developer was not replacing trees like for like, in some cases native species were not being

 used. It was also unclear if local growers or Woodland Trust were being used for sourcing

 trees. **RESOLVED** that the Parish Council were supportive in the maintenance of the trees as

 described but did not support the replanting of trees when it was not like for like unless a good

 explanation could be forthcoming. The Clerk to write to NSC Tree Officer and the Developer

 for further information regarding the above and also whether imported trees for planting i.e.

 Redwoods at Locking Parklands were supplied with a Tree Passport.

1. **20/P/2131/TPO** Locking Parklands – T776 – Ash – Fell and replace with hornbeam. T775 – Ash – Reduce faulted limb back to secondary lateral at 1.5m from main stem. Crown lift to 5.5m over access road. **RESOLVED** Neutral – take into account comments above
2. **20/P/1425/TPO** - Locking Parklands **–** 59 – Horse chestnut – Crown lift northern tree group to 5.5m over Post Office Road. T799 – Atlas Cedar – Reduce damaged stem to second lateral at 1.8m. Remove bramble. T757 – Cherry – Fell and replace with oak. T740 – Norway Maple – Fell and replace with oak. **RESOLVED** Neutral – take into account comments above.
3. **20/P/1946/FUH** - 5 Woolvers Way Locking – Two storey rear extension **RESOLVED** Neutral
4. **20/P/2056/TPO** - 9 Parkes Avenue – T1 – Norway Maple – Fell and replace **RESOLVED** Neutral
5. **20/P/2161/FUH** - 10 Old Banwell Road – Demolition of garage and rear conservatory. Proposed two-storey front, side and rear extensions, first floor side extension an enlarged rear balcony at first floor level. **RESOLVED** Neutral

**C301** **Projects for 2020/21** To receive and approve projects submitted by the Hall, Park & Green

 Committee and a project for the installation of Solar Street Lights OBR Playing Field car park

 (circulated) **RESOLVED** that the below projects be implemented. It was also **RESOLVED** that

 HPG1, Estates 2 funds to be taken from CIL. HPG 3 funds from Capitol Expenditure

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| **HPG 1** | **HPG - Solar Public Lighting along the centre of the Park** |
| 5M Standard Light Column POST5MAE3 5505 Split Type Solar Light AE35505Installation INS | 2 x £189.00 Total £378.002 x £995.00 Total £1,990.002 x £250.00 Total £500.00 | Preferred Supplier ProelectricSplit type light for north facing solutions comprising of LED Light completewith, 1 x 5W Batwing LED, 1 x 55Wsolar PV, 1 x 18Ah lithium battery and 1 x controller, all located in thesplit type above groundSubject to Ground Conditions. Scan ground to make sure safe to dig. Rootmount column. Install, Test and Commission the Solar Lantern. Remove wasteand make site good. |
| **Total costs** | **£2868.00 plus VAT** |  |
| Notes: As per below (Submission 2)Benefits to the whole Community: the pathway is very dark at night, the lights will may help people feel safer while crossing the park. The lights will come on at dusk and be on ambient, motion sensors will pick up movement (height related) and the lights will brighten in similar pattern to a ‘bat wing’. |

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| **Estates 2** | **Estates - Solar Public Lighting along the footpath to LPS from Car Park OBR Playing Field** |
| 5M Standard Light Column POST5MAE3 5505 Split Type Solar Light AE35505Installation INS | 3 x £189.00 Total £567.003 x £995.00 Total £2985.003 x £250.00 Total £750.00 | Preferred Supplier ProelectricSplit type light for north facing solutions comprising of LED Light completewith, 1 x 5W Batwing LED, 1 x 55Wsolar PV, 1 x 18Ah lithium battery and 1 x controller, all located in thesplit type above groundSubject to Ground Conditions. Scan ground to make sure safe to dig. Rootmount column. Install, Test and Commission the Solar Lantern. Remove wasteand make site good. |
| **Total costs** | **£4302.00 plus VAT** |  |
| Notes: Specification sheet attachedBenefits of Solar-powered lighting:· Quick and easy to Install – No mains connection and No wires· No Ongoing costs – No Electric Bill – Free Energy· Reliable and Proven in the British winter – Special UK settings· Compact Design – battery, controller and panel in one unit with a separate high-powered luminaire.· No maintenance – 5-year warranty – LED have a lifespan of 50-60,000 hours Replacement cost £65 per unit and lithium LiFeP04 have an expected life of 5-7 years Replacement cost £250 per batteryBenefits to the Community: the field is remote, not an overlooked area. The lighting may help users of the footpath to LPS and the car park feel safer. The lights will come on a dusk and be on ambient, motion sensors will pick up movement (height related) and the lights will brighten in similar pattern to a ‘bat wing’. As the field enhancements progress it would be possible to add more solar lighting in the future.LPC have permitted developments rights within Part 12 of Town and Country Planning (General Permitted Development) (England) Order 2015, therefore no planning permission required |

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| **HPG 3**  | **HP&G - Picnic tables for the Park** |
| 1no Wheelchair access 1no Root anchor kit and tools2no Picnic tables 2no Root fast anchor kit Shipping costs (approx.)Installation costs (approx.) | £465.00£49.00£375 each = £750.00£34.00 each = £68.00£168.00£150.00 | Preferred supplier: Earth Anchor * Seats up to 6 with additional access for 1 wheelchair user
* Available in all jet-black frames and slats, jet.
* 2000mm long x 1475mm wide x 765mm high
* Designed for heavy duty use, ideal for any outdoor space
* Delivered in kit form, requires light assembly
 |
| **Total costs** |  **£1650.00 plus VAT** |  |
| Notes: Made completely from Forest-Saver recycled plastic which does not rot, does not require staining or painting and does not fade - maintenance freeAvailable in all jet-black frames and slats, jet black frame with brown slats or brown frames and slats – all brown frame and slats extra £60 each table* Designed for heavy duty use, ideal for any outdoor space
* Delivered in kit form, requires light assembly
* Rootfast anchor kits are the most popular ground fixing (see installation as it allows you to fix the base into earth/soft surface, permanently, without the need for concrete. For your first table you will require an EA102 kit that includes reusable installation tools, any further tables you only require the EA101 kit which does not have tools
* Benefits to the Community: All users of the Park
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**C302** **Review of membership of committees, sub committees, working groups & representatives:**

 To receive and adopt a document for the Review of LPC Committees/Working Groups and

 membership produced by Cllr Roberts. Members thanked Cllr Roberts for the production of the

 comprehensive document submitted. As this was considered a complex issue and more time was

 needed to dedicate to this important review It was **RESOLVED** that Council hold a separate

 Full Council meeting to discuss this one item only. The clerk to schedule a meeting Oct/Nov 20

**C303** **OBR Sub Committee:**

1. To receive and agree draft Long-Term Plan for the enhancement/development of the OBR Playing Field. It was acknowledged that this was a living, fluid plan and there was more work to be done – **AGREED** to accept the draft long-term plan.
2. To receive and approve the draft Special Edition of Looking at Locking - **AGREED**
3. Subject to the above to receive quotations for the print of said document and confirm costs and date for distribution.

**AGREED** to accept Quote 1 The Print Hive Ltd for the amount of £239.00 ex VAT subject to the confirmation that the costing is correct.

Distribution costs £150 – **AGREED**

Date for distribution – end of Oct 2020

1. Subject to the above - To agree the Project to supply and install exercise stations around the

 perimeter of the playing field as a part of the Long-Term Plan - **AGREED** subject to funding

 bid being successful. Votes: 4 Yes, 5 Abstain, 1 No

1. Mental Health Covid 19 Communities Grant – Subject to the above - To agree to apply for grant funding for the project to site exercise stations around the playing field. The grant would be for the purchase and installation of exercise equipment at the OBR Playing Field – **AGREED** to apply for grant funding
2. Tree Charter – To receive a request from Cllr Searle that LPC sign up to the Tree Charter – **AGREED**

***AGREED to suspend Standing Orders at 21.35hrs due to meeting running overtime***

**C304 Hall, Park & Green -** To receive quotations for the supply and fit of new vinyl, door bars

 and coir matting to the outer foyer, inner foyer and corridor of the Parish Hall.

 Three quotations had been received and circulated to members.

 **AGREED** to accept Quote 2 – Peter Stokes for the amount of £1144

**C305 Flooding/Drainage:**

 **Update from Cllr Prosser: Report and associated documents circulated (copies available**

 **from the Clerk)**

1. On 18th August I spent the Day with Richard Flew of info map and we managed to lift the manholesin Elm Tree Road from the bottom of Mendip Drive to the Orchard, the pipe dimensions directionof flow and depth were taken along with observations on standing or flowing water. The plan hasbeen circulated,

The next step would be to instruct Dennis Gedge Consulting Engineer to carry out his investigations based on this report and negotiate with NSC and the Drainage board on our part should he need to. his quotation should have been circulated.

The French Drain at the OBRPF has been completed and is a step in the right direction here. I visited the contractor onsite along with Paul Fowler and looks as though a good job has been done.

1. To agree to an amendment to quotation received regarding hire of flow meter – this was no longer an issue as RPS had agreed to their original costing.
2. To receive advice and quotation from Mr Dennis Gedge – Advice noted. **AGREED** to accept quotation from Dennis Gedge - Provide all results from analyses of a full range of storms and probabilities, 1yr, 10yr, 30yr and 100yr returns. To enable optimisation and refine £950 plus VAT.

**C306 LPC Website:**

 It had been brought to the Clerk’s attention that an SSL Certificate was not shown when Chrome

 was used to search for LPC website, therefore our website may be unsecure. Clerk had contacted

 Vision ICT for advice.

 Advice received had stated that LPC website was indeed secure. An SSL Certificate was

 considered essential for banks and online shopping etc., but less use to a council where all data is

 for public consumption. If LPC wanted to purchase an SSL Certificate the cost would be:

* £125 – set up and year 1
* £50 – year 2 onwards

(all prices are ex VAT)

 **AGREED** given the advice received LPC did not require an SSL Certificate at this time.

**C307** **The Spinney -** To discuss the poor condition of The Spinney and decide course of action.

 **Members** discussed the Spinney footpath and the fact that when the new GP surgery opens on

 Parklands, the village surgery will close (its closed at the moment and not likely to reopen during

 Covid).

 The Spinney will become the only safe walking route from the village up to A371 – the concern is

 the terrible state of the footpath at the present, overgrown, uneven surface and poorly lit.  Council

 agreed this needs to be looked at sooner rather than later particularly as many elderly residents

 who don’t have the use of a car and there is no public transport that runs through the village to

 Parklands will use this route to make their way to the new GP Surgery. Although it was noted that a

 Community bus did run through but unsure what the actual route was.

 **AGREED** that the Clerk contact Unitary Cllrs and request if they would look into NSC intentions

 regarding the footpath, if there are no plans in place for an upgrade then LPC need to be pushing

 our case forward.

**C308** **SLCC Virtual National Conference** – The Training Festival for Clerks – To receive a request

 from The Clerk that she attends the virtual conference taking place between 12 – 16 October 20 –

 cost to SLCC members £25 plus VAT. **AGREED**

**C309** **Clerks Report, Correspondence & items for next agenda:**

1. NSC request for a Nominee from Town/Parish Council for the Standards Sub Committee at North Somerset Council – **AGREED** to nominate Cllr Bearsby – who accepted nomination.
2. Woodland Trust – request for donation – **AGREED** to donate £50 from the Chairman’s fund.
3. Life for a Life – circulated - Noted
4. Parklands Educate Together – The Clerk and Cllr Searle had expressed an interest in visiting the school, Cllr Lacey had spoken to Head Teacher Steve Davis who informed that he would happily show a group of Councillors around after school. Clerk to advise of suitable times and dates but be mindful to wait until half term etc.

PART 11

**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.

As meetings are remotely held Chairman confirmed that for confidentiality members were alone – All confirmed.

Cllr Ashdown and Cllr Tremlett Declared an Interest

The Clerk left the meeting at approx. 22.00hrs

**C310 Grievance Committee/Panel** – The Chairman updated Council in respect of the actions taken by the Temporary Proper Officer and himself as a result of Council’s decision made in Part 2 at the last full Council Meeting held on 3 September 2020 Min Ref C291.

Members of the Grievance Panel gave an update to Council as to its current position. It was agreed by Council that a written update should be provided to all as soon as practicable.

**There being no further business the meeting Chairman closed the meeting at 22.30 hrs.**

 Signed (Chairman)...........................................

 Date.................................................................

**The next meeting of Locking Parish Council will be at 19:30pm held via Zoom on Thursday 5 November 2020.**