



# LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking BS24 8AR  
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## Minutes of a Meeting of Locking Parish Council held on Thursday 7 January 2021 at 7.30pm via Zoom

Meeting opened: 7.30pm

Meeting closed: 10.02pm

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

**Also, in attendance:** The Clerk, Unitary Cllr M Solomon, Cllr T Porter (meeting at approx.7.40pm), Mr C Dumbell (CPRE) and two members of the public

### MATTERS FOR DECISION

**C350 To receive Apologies for absence and to approve reasons where appropriate**  
Cllr ap Rees, Cllr Searle

**C351 To receive Declarations of Interest by PCllrs and to consider any written applications dispensations:**  
Cllr M Tremlett Min Ref 370  
Cllr C Prosser Min Ref 364

### PUBLIC PARTICIPATION

**C352 To receive and hear any person who wishes to address the Council, upon prior notice being received. None received.** The Chairman welcomed:  
a) Unitary Cllr/Liaison Officer Report – Deferred until Cllr Porter was in attendance.

### MATTERS FOR DECISION

**C353 To receive and confirm the Minutes of the Council meeting for the following:**  
a) **To received and confirm the Minutes of the Council meeting held on 03 December 2020**  
**RESOLVED:** That the Minutes of the Council meeting held on 03/12/2020 (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

### **C354 Finances:**

- a) To receive and approve monthly expenditure from 1 December 2020 to 31 December 2020-  
**AGREED** (to be signed by Cllr Prosser)
- b) To receive and note the Bank Reconciliation for November 2020. Noted (to be signed by Cllr Prosser)
- c) To receive and agree any Grant applications – None received
- d) To agree to pay the membership fee of £40 to CPRE – **AGREED**
- e) To agree the fee to NSC Planning Dept for Pre Plan Application for recreation/sports etc. development at OBR Playing Field– Discussion ensued and various planning pricing options were discussed.  
**AGREED** that Cllr Tremlett put together the list of items for consideration and forward these to Cllr Porter and Solomon who would take to Planning for advice. Cllr Solomon offered to talk to NSC Sport and Leisure to find out if any grants were available.

- AGREED** to set aside £3000 for Pre planning application from 2020/21 project fund
- f) To receive recommendations from the Finance Committee and agree Estimates for FY 21/22:
- i. Council – General Account – **AGREED** to defer until Part Two Agenda item 20
  - ii. Hall, Park, Green Committee **AGREED** with one abstain
  - iii. Estates Committee **AGREED**
- g) To receive recommendations from the Finance Committee and agree Projects for Financial Year 2021/2022.
- The following projects were **AGREED**:

<b>Submission 1 HP&amp;G</b>	<b>Costs</b>	<b>Comments/notes</b>
<b>Title</b>	<b>HP&amp;G – Car Park Lighting</b>	
1 x Solar powered free streetlight to cover car park area – similar to Park or 2 wall fitted motion sensed type Supply and install	£1250 approx.	Car park is particularly dark when leaving at night. This would benefit hall users, staff/Cllrs.
<b>Total costs</b>	<b>£1250.00 Exc. VAT</b>	
Notes:		
<b>Submission 2 Estates</b>	<b>Costs</b>	<b>Comments/notes</b>
<b>Title</b>	<b>Estates – Community Orchard at OBR Playing Field</b>	
To purchase 10 assorted fruit trees to be planted on the western side of the OBR Playing Field to create a community orchard To be planted by Cllrs	£500 approx.	Community Orchard would tie in with the Woodland Project within the Long Term Plan This project would benefit the whole community as they would be able to pick fruit for free.
<b>Total costs</b>	<b>£500 Exc. VAT</b>	
Notes: Would need to be included within Long Term Plan (if adopted)		

It was also **AGREED** with 1 Against that the sum of £10000 be allocated from Project Funding to cover associated costs/fees for any project in relation to OBR Playing Field.

- h) To receive recommendations from the Finance Committee and agree Precept for Financial Year 2021/2022 **AGREED** with 1 against - Precept set at £106,000

**C355 Report from Unitary Cllrs T Porter and M Solomon:**

- a) **Flooding:** There are restrictions on site meetings and visits with North Somerset at present, which is delaying work on projects.  
However, Sue Munns has a meeting later this week with Simon from IDB to discuss a number of schemes, one of which is the report from Locking PC.  
She did ask if work has gone ahead on the settlement pond in the Council field near to the school, as this could go ahead anyway.  
She will be reporting back to locking PC within the next few weeks.
- b) **Planning application 18/P/3038/OUT.** It was approved in November, and I have been following how this was approved without reference to either of the Ward Councillors. I had been in discussions with the planning engineer, Grahame Felstead, many months ago with concerns over this application. There were also concerns from a number of residents in Trenchard Road and Portal Road. My understanding at that time was that the Council were not happy with the entrance from A371, and the applicants were looking for access from the old RAF Locking site. It appears highways eventually withdrew their objections to the access from the A371, and if necessary, in the future would not prevent any decision to construct junction 21a on the M5.  
There were also concerns about the buildings being very close to the Motorway, but strict conditions have been put on the application to protect these residents.  
There were landscape and ecological concerns as well. The conditions on the approval are very extensive.  
I have recently been told that the Planning Engineer looking after this application, who I was dealing with, was working for the Council on contract, and when his contract finished, he left the Council during the summer.

One resident in Portal Road has also raised his concerns on this application to our MP John Penrose.

A copy of the response from Roger Wilmot to be sent.

- c) **20/P/2594/FUH – Locking Mosslands** has a planning statement that refers to a plan with fire hydrants for approval. That plan is not included on the application and as it is for fire hydrants, it is imperative that these are shown on a correctly referred plan for consideration. In addition, given the Grenfell disaster, this must be referred to Avon Fire and Rescue and without this, we request that the application is refused as we must protect our parishioners.  
Referred to Andrew Stevenson on 11<sup>th</sup> December. Still awaiting response.

### **C356 Chairman's Report:**

Chairman wished everyone – '**A Happy and Prosperous New Year**'.

Last year, I think was a year everyone would like to forget, however as a Parish Council we have met and responded to a number of challenges which have included lockdowns, social distancing, new ways of working, organising volunteers, providing support to our community, obtaining and delivering essential food supplies and communication issues. We have also addressed flooding concerns, delivered maintenance and projects which have involved the installation of solar lighting in the park and along the footpath between the OBR carpark and the primary school entrance gate. It is with regret that we had to cancel our tree planting event due to severe weather conditions, however the foster home trug which took the whips in can report that they all appear healthy and are ready for replanting when conditions or restrictions allow.

I sincerely hope that 2021 is going to bring better and more positive outcomes for all especially with vaccines being introduced to fight this terrible pandemic. Unfortunately, we again find ourselves in another lockdown situation with all the associated restrictions. On a positive note, our Parish Hall is considered to be suitable as a 'vaccination centre' as it is easily accessible and can meet Covid social distancing restrictions. Volunteers are urgently required to provide assistance in meeting organisational needs. Further details will be provided by the Clerk. Our tree planting event will also be re-organised when restrictions allow.

In 'looking to the future', our Parish is a growing community which includes Flowerdown, Locking Parklands, Locking Grove, Locking Village, Oaktree Park and perhaps with even more areas as developments are completed. I personally believe that in this new year we will encounter many more problems whilst we endeavour to represent our parishioners equally and fairly. With the recent formation of new committees and working groups it is accepted and acknowledged that there will be extra work for all. I have certainly learnt as Chairman that problems must be addressed sooner than later before they become crises!

In conducting Council business, we must comply with our 'Council Standing Orders'. Members of the public are permitted and encouraged to attend meetings via new technology (Zoom). We should all be aware that our conduct can be observed, failure to maintain high standards could result in adverse comments being received which could ultimately affect our standing in the community.

Local Police Report produced for Council - Chairman briefly went through the report which had been previously circulated – content was noted

### **C357 Regular Reports:** To receive and note the following regular reports:

- a) **CPRE** – Mr Dumbell reported:

No CPRE North Somerset since December LPC meeting.

CPRE response to the NSC Local Plan Choices questionnaire submitted and copied to LPC. We hope it includes Locking concerns adequately, and we have made it clear that we consider the questionnaire itself outdated following Jenricks U-turn on way to calculate housing requirement. CPRE pleased about Locking Community Orchard/Tree Planting scheme and look forward to update.

No reply from NSC to my objections to the Trenchard Road planning application, following their granting consent.

2 concerns -

Waiting for submission of redesign of that section of Locking Parklands originally earmarked for Snowdome.

At Bleadon, developers have resubmitted applications for 2 very small schemes (8 units in total) on the edge of the land where an application for a much bigger scheme was rejected on appeal. Land still - just- outside settlement boundary. Same level of local opposition. Possible implications for Ponderosa and Laneys Drive.

- b) **Locking Parklands Stakeholders:** Next Meeting 28 Jan Chairman to attend.

**C358 Planning: Planning Working Group give the following recommendations:**

- a) **20/P/2868/FUH 15 Oxford Square** – Proposed erection of a two storey side extension **AGREED**  
Neutral
- b) **20/P/2835/R37 Land to the South of Locking Head Drove Locking** – Reserved matters application for first access into site along the southern border pursuant to approval 16/P/2758/RG4 (Outline planning application with Environmental Statement with all matters reserved for subsequent approval for the erection of 700 dwellings (15.07ha of residential land); 14,500 sq.m of office floorspace (1,73ha of employment land B1 use); retail unit; 420 place 2-form primary school and associated playing fields; landscaping, allotments, open space and necessary infrastructure works and demolition of existing farm buildings within Locking head Farm (Agricultural Buildings to the east of Locking Head Cottages – NOT including Listed Building at Locking Head Farm) **AGREED** Neutral - 2 Against
- c) **20/P/3077/TPO 4 Hector Close Locking** – T1-Willow- Prune back branches to give 2m clearance between tree and property **AGREED** Neutral
- d) **Update from Planning Working Group:**  
**20/P/2126/R3 – Parklands condition to remove 2029 date for storage facility – Noted**

**C359 Committees/Working Groups:**

Request from Cllr Roberts to become a member of the Human Resources Committee and Hall, Park & Green Committee – **AGREED**

**C360 Remote Meeting Protocol** – 6-month review as per Min Ref C234 a)

It was **AGREED** that the following amendment to 4.4 be added 'The recording of meetings is made solely to assist the Clerk in the preparation of the minutes, once it has been used to prepare the minutes which do not have to be a verbatim account of proceedings and the draft minute have been published, the recording will be deleted'.

Cllrs discussed Members of the Public being in attendance and felt that as members are required to be seen, members of the public should out of curtesy and good manners should also be seen just as they would when attending a face to face public meeting **AGREED** that the Clerk take legal advice regarding the requirement of members of the public being 'seen' at remote meeting.

**C361 Planters & Plants:**

- a) To receive a quote from Somerset Wood Recycling 20 x wooden planter, filled/installed - £1580 plus VAT - **AGREED**
- b) To receive a quote from Southbank Nursery – Plants as detailed - £310.92 plus VAT - **AGREED**

**C362 Neighbourhood Plan** – To receive a proposal from Cllr Tremlett

Cllr Tremlett explained the background to Neighbourhood Plan initiative and how important this was to the Parish. He also advised that there were grants available. The Clerk advised that there had been a working group set up which consisted of 2 Cllrs and 4 members of the public but it had not got off the ground as no one came forward to lead the group.

It was noted that this was also a remit of the Planning Working Group, which Cllr Tremlett was a member of.

**AGREED** that this be looked into this further and that Cllr Tremlett to take the lead.

**C363 Locking Parklands** – to receive a proposal from Cllr Bearsby regarding possible land for recreation/sports or similar.

Cllr Bearsby explained that at the frontage to Parklands there would be a strip of land which could offer recreational/sports. The Parish Council could request if they could have access, lease or buy a piece of this land for recreational/sporting facilities that they would like to fund for the whole Parish to have access to i.e., sports pitches, allotments etc. **AGREED** to put forward as an Agenda Item for the next Stakeholders meeting on 28 January 2021.

### **C364 Flooding update from Cllr Prosser**

I have been monitoring the French drain and pond and I am pleased to inform that the French Drain appears to be coping well, the flow of water that historically ran into the school grounds is not evident instead there is a good steady stream of water running to the pond from the drain pipework.

After various amounts of rainfall, I was called by Mr Bartlett on the 27<sup>th</sup> December to inform me that the pond was very full. I met with Mr Bartlett, Paul Jones and Mike Tremlett, and witnessed that the pond was indeed very full and a trickle was running into the verge and running towards the Spinney, I also Believe Wendy Ashdown witnessed this prior to me arriving and would like to thank all councillors and Mr Bartlett for their time and support with this.

We also walked to the Spinney and witnessed a good flow coming from the pipe that enters it from the school grounds.

I am going to fit a measuring gauge to the pond as and when time and COVID-19 allows so this can be monitored and recorded. I will fabricate something to avoid any costs for this.

We will continue to measure this but I am fairly confident it will become overwhelmed during the winter months as we have plenty of winter to come yet, as and when this happens, I will report back to Dennis Gedge and ask for his input.

I have not heard back from Terry porter re the report that was sent to him with the 4 weeks flow data. I have asked if Dawn can chase this up.

I looked at the ryhne network and it seems to be coping, the swales around Haywood village were high as well as the network outside Oaktree Park, but all have since dropped with no real issues noted.

I am not aware of any other flooding problems within the parish. Though the gully on the corner of Mendip Rise, opposite Meadow Drive is still surcharging and running overland into the next gully. I would suggest we raise this with NSC

**AGREED** Clerk to contact NSC re gully outside 1 Mendip Rise and loose drain cover outside 46 Elm Tree Road.

### **C365 North Somerset Council – Invitation from Chief Executive for Locking Parish Council to take part in Town & Parish Council Workshop**

– Report from the Chairman:

LPC was represented by Councillors Wendy Ashdown, Mike Tremlett and I.

- CEO NSC Jo Walker chaired the meeting assisted by Richard Blows. Councillors from Wick St Laurance and St Georges Parish Council were also invited and were present.
- CEO Jo Walker presented a slide show which outlined how NSC wished to work with Town and Parish Councils. Groupings of local Parish Councils was discussed. (We considered that we should be grouped with Hutton, Banwell and Bleadon as per NSC Network Together current arrangements as we are all interested in protecting our individualities and would resist being part of greater WSM).
- NSC were interested a partnership approach with Parish Councils and were looking to the idea of sharing contracts which could include dog bins, grass maintenance and other contractual areas which accesses NSC professional knowledge base. They were also trying to identify shared priorities and ambitions with Parish Councils in order to help inform financial and service planning over the coming years.
- Our particular strengths and weaknesses were outlined especially the flooding issues and the preventative steps we have been taking, the state of the path through the spinney and community cohesion was also discussed.
- Current Budget Outlook - 'Council Tax base Changes will impact on Parishes in 2021/2022 – this is to be clarified by the end of this week from NSC finance department and any impact on Parish Councils. We will need to be mindful of this when setting budgets/applying for Precept.
- Placemaking - there was a comment about steps being taken in 'Community Led Housing'. Mike pointed out that current Core Strategy has nothing for this and wondered whether the new
- Local Plan would..... or whether Neighbourhood Plans are the only way to achieve this (local houses for local people) - but it was commented that Neighbourhood plans take around 2 and a half years and a lot of effort to complete.
- St Georges and Wick St Lawrence spend about 30% to 40% of their budget on dog bins.
- Wick St Lawrence commented that they had issues with Ragwort as a result of Re-Wilding as once planted, there was no maintenance. Food for thought if LPC are looking to re-wild any of it's open spaces.

- The NSC Slide show has been circulated to all Councillors, it clearly outlines NSC's position especially in relation to government funding or the potential lack of such which to my mind is driving this proposed collaboration.
- It is envisaged that there will be further discussions in the future.

**C366 What will the future of play look like beyond COVID-19 – NALC Leaders talk/presentation – Cllr Searle** has submitted the following report:

This was actually a talk not really a meeting which involved question and answer.

It was explaining the need for play in the development of children. Which I would imagine most people are aware of., but probably in more depth. It was stressed that older children also needed the facility for play and that this could be provided in many different ways, e.g., more challenging activity equipment, sporting activities. There was a suggestion that MUGAS alone were frequently an uninspired, cheap way for housing developers to fulfil their requirement to provide public amenities.

There was a need with older children to overcome the reservations of public. They can be unhappy with groups of older children congregating in public areas.

More challenging equipment for younger children to allow imagination to lead activity rather than just the usual swing, slide etc alone.

Basically, a lot of theory on play.

Warnings about the problems "play" and play areas can incur.

Various types of play equipment were shown.

This info as well as the talk info has been sent to the Clerk for anyone who has any interest in looking at it.

It would be an idea in future to identify if the meeting is going to be a talk or a discussion and what exactly we hope to get from it. This was not what I had expected/hoped, unfortunately.

**C367 North Somerset Council – Speed Limit Restrictions on A371 Locking Moor Road and B3368 Old Banwell Road Locking – Consultation Period ends 22 January 2021**

**AGREED** to submit the following comments:

- To consider installing a mini roundabout at the Elm Tree Road Junction – this would improve safety further by avoiding head on collisions with traffic in the right hand lane and give traffic exiting from Locking turning right and traffic coming from the Drove turning towards Weston a better chance of success by slowing the traffic in both directions.
- A mini roundabout at the above location would also improve access to/from the garage when it becomes a Co-op. and take away the problem of buses and large vehicles blindly crossing into the opposite lane in Elm Tree Road when entering the village.
- To consider installing a mini roundabout at the Old Banwell Road and A371 Junction, this would improve safety further by avoiding head on collisions with traffic in the right hand lane and give traffic existing from Locking turning right and traffic coming from the Trenchard Road development turning towards Weston a better chance of success by slowing the traffic in both directions.
- Speed reduction along the whole of Old Banwell Road to 40mph. To be noted that from the playing field entrance on Old Banwell Road to the first house on Old Banwell Road this has a 30mph speed limit in place and we would not want this to change.
- To consider that the whole of Old Banwell Road be reduced to a 30mph speed limit for pedestrian safety as there is no footpath along this stretch of Old Banwell Road. The playing field and Triangle are used by various groups who host youth activities, both entrances open on to this busy stretch of road. The playing field is also host to the Park & Stride initiative with Locking Primary School.

**C368 Training:**

To approve request from the Clerk to attend SLCC Practitioners Conference 2021 taking place over 3 days 23/02/20-25/02/20 – Three days of training £75 plus VAT **AGREED**

**C369 Clerks Report, Correspondence & items for next agenda:**

- a) **Parish Hall & GP Surgery** Martin Taylor confirmed that Hall to be used as vaccination centre from 18 Jan – no end date as yet.
- Awaiting final confirmation from CCG re use of Surgery – they will update asap
  - It's thought it will be open 7 day per week 8am – 8pm
  - Volunteers will be needed to act as stewards for car parking, signposting entrance and areas of recovery which will include wiping down and tables and chairs used
  - Cleaning of the hall and surgery to be carried out by our cleaner, there will be no is paid 10hrs per week there will additional weekend costs approx. extra 4 hours per week. Cleaner has confirmed that he is ok with this and will liaise with MT with regards to clinical COVID cleaning
  - As far as the Clerk was aware at this stage the Hall main car park will be used for those disabilities, the rear car park will be a drop off/pick up area only.
  - Martin Taylor has approached the Coach House and they have given permission to use their car park
  - LPC could consider opening an area within the park for parking – possibly to the left of the footpath.
  - Regular hall users – Clerk will update once everything has been finalised.
  - During lockdown there are no activities on at the hall but if we move into tier 3 before the end of the vaccinations could LPC to contact the Radio Wing or CIC and church hall, ask if they would temporarily accommodate these groups at the same rate as the parish hall as a goodwill gesture for the Parish.
- b) **Playground Equipment repairs** – End Jan/Feb lockdown dependent

**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.

Clerk, Cllr Tremlett and members of the public left the meeting

**C370 To receive recommendations from the Human Resources Committee:**

- a) **Salaries for FY 2021/22 - Clerk & Parish Orderly** – Details previously circulated **AGREED**
- b) **Staffing Review** – Details previously circulated - **AGREED**

**There being no further business the meeting Chairman closed the meeting at 10.02pm.**

Signed (Chairman).....

Date.....

**The next meeting of Locking Parish Council will be at 19:00pm held via Zoom on Thursday 4<sup>th</sup> February 2021**