



Locking Parish Council

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

Minutes of the Meeting of Locking Parish Council held on Thursday 6 July 2023 at 7.00 pm at Locking Parish Hall

Meeting opened: 7.00pm

Meeting closed: 8.51pm

Present: Councillors: P Jones (Chairman), P Lacey, W Ashdown, L Clark, E ap Rees, W Bearsby, P Schofield, I Hilder, J Carter

Also, in attendance: The Clerk, Admin Assistant, District Cllr T Porter

MATTERS FOR DECISION

26) To receive Apologies for absence and to approve reasons where appropriate:

Cllr Tremlett – Approved
Cllr Prosser – Approved
Mr c Dumbell – CPRE Rep

27) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.

To consider any written applications for dispensations:

- a) A written request for Dispensation had been received from Cllr Paul Jones relation to Locking Parklands CIC in which as a home owner by default he is also a member. Cllr Jones requested to speak and vote at all meetings of the Council and its Committees where Locking Parklands CIC is discussed for the period equal to the time he serves as a Parish Councillor or 4 years whichever is longer. **RESOLVED to grant Dispensation for a period not exceeding 4 years.**
- b) A written request for Dispensation had been received from Cllr Wendy Ashdown in relation to Locking Parklands CIC in which as a home owner by default he is also a member. Cllr Ashdown requested to speak and vote at all meetings of the Council and its Committees where Locking Parklands is discussed for the period equal to the time she serves as a Parish Councillor or 4 years whichever is longer. **RESOLVED to grant Dispensation for a period not exceeding 4 years.**

PUBLIC PARTICIPATION

28) To receive and hear any person who wishes to address the Council, upon prior notice being received.

- a) Residents from Locking Parklands: To receive their concerns relating to Locking Parklands CIC. The residents who were due to attend this meeting did not attend. The Clerk advised that she had received a request regarding an on-line petition relating to issue/concerns regarding the current set -up of Locking Parklands CIC. The resident had asked members to show their support by signing the petition.
- b) North Somerset Council Transport Officers: Louis Mertens and Neil Sommers gave a briefing on the Westlink bus service and future bus service for Locking.
 - o Westlink Service: Mr Mertens Principal Transport Planning Officer (Behavior Change) reported:
The service had received a 'quick launch' as fiWk1-Wk3 Had started very well, the take up particularly the south zone – North Somerset had been good.
Wk3 – due to demand and lack of drivers, too many 'long' journeys as opposed to being a link to onward bus services the service₁ could not meet demand.

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Mr Mertens reported that since the initial 1-6 weeks and the problems that had arisen the service had now stabilised with an improvement to driver recruitment, changes to the booking system, and booking window which helped match up passenger and journeys, also looking at possibly introducing journey caps.

The team are still looking at the service and journeys to improve the service. There is only 12 buses at the present but are aiming for 30 buses.

Future bus service for Locking: Mr Sommers – NSC Lead for buses

- o Mr Neil gave details of possible bus services for Locking, these included a new bus service, along with the reroute of the 51 and 7 service. It was hoped that confirmation would be received in the next week or so with a start date from 4 Sept.

Members asked that Oaktree Park be included in the reroute of bus services. Cllr Porter would follow this up with Mr Sommers.

c) Unitary Cllr/Liaison:

The Spinney: Cllr Porter advised that he would be following up on the funding for works at The Spinney reported that the majority of funds for the works at the Spinney.

Locking Parklands: Reports of mud on the roads from construction vehicles also construction vehicles not using the agreed route to sites. Cllr Porter advised that Planning are looking into these reports.

The Clerk was requested to send an invitation to the officers for the next full council meeting.

d) Police Report – **Noted**.

MATTERS FOR DECISION

29) Minutes:

- a) The Minutes of the Annual Council meeting held on 25 May 2023 was agreed and signed by the Chairman.

RESOLVED: That the Minutes of the Annual Council meeting held on 25/05/2023 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed by the Chairman of the meeting. **AGREED**.

30) Finances:

- a) To receive and approve monthly receipts and payments from 1st May 2023 to 31st May 2023 **AGREED** and signed by Cllr Ashdown
- b) To receive and approve monthly receipts and payments from 1st June 2023 to 30th June 2023 **AGREED** and signed by Cllr Ashdown
- c) Locking Fete: Update and approve expenditure 24 May 2023 to 6 July 2023 **AGREED** and signed by Cllr Ashdown
- d) To receive and note the Bank Reconciliation for April 2023 **AGREED** and signed by Cllr Ashdown
- e) To receive and note the Bank Reconciliation for May 2023 **AGREED** and signed by Cllr Ashdown
- f) To receive and agree any Grant applications: None received
- g) Annual Governance and Accountability Return 2022/2023 Conflict of Interest with BDO LLP to be completed and returned to BDO LLP. Members confirmed that they did not have a conflict of interest with BDO LLP therefore it was **RESOLVED** that the Chairman and the Clerk sign the and return the form.

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

- a) **23/P/1037/NMA Land South of Somerset Avenue** – Non material amendment to application 21/P/1220/RM (reserved matter (appearance, landscaping, layout and scale) for 425 residential dwelling (Use Class C3), 300sq m commercial floorspace (Use Class E), along with associated open space and landscaping, including discharge conditions 3 (Reserved Matters), 11 (access for rhyme/watercourse maintenance), 13 (foul water disposal), 14 and 15 (hard and soft landscaping), 6 (landscape management plan), 17 (tree protection fencing), 20 (detailed highways plans), 23 (landscape ecological management plan), 24 (dark vegetated corridor), 25 (ecological constraints plan), 30 (energy strategy), 31 (finished levels), 32 and 33 (materials samples), 34 (boundary enclosures), and 35 (service equipment) associated to outline planning permission

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(ref. 16/P/2758/RG4 amended by 20/P/0692/NMA) to allow for revision of house type plans and elevations affecting 4 x house types.

Approved Decision had been made on 26/06/2023 - **NOTED**

- b) **23/P/1224/AOC – Land at Locking Parklands North of the A371 Locking Moor Road and West of North – South Spine Road** – Request to discharge conditions numbers 5 (Letter of compliance), 6 (Letter of compliance), 7 (Letter of compliance assessment will be carried out), 8 (Letter of compliance assessment will be carried out), 10 (Letter of compliance) and 12 (Landscape Drawings & Letter from contractor), from application 21/P/1596/FUL
With regards to discharge condition of condition 10, members considered that a one line letter from Kier that confirmed that no contamination had been found on site was not sufficient and that the condition should not be discharged without documentary evidence to prove no contamination with lab test. **AGREED** to object to the discharge of condition 10 as per the above.
- c) **23/P/0127/AOC Land off Anson Road** – Update re: Request to discharge condition numbers 5 (Travel plan), on application 19/P/2950/FUL. Approved decision 23/06/23 **NOTED**

32) Chairman's Report: Noted

See Appendix 1 attached

33) Regular Reports: To receive and note the following regular reports:

- a) CPRE: Cliff Dumbell CPRE Rep – Report
Firstly, please accept my apologies for not being able to attend this meeting - I have already got a commitment to attend the Locking Deanery Synod at Churchill.
Many of you will be aware that our Vicar, Anne Wilkins, will be leaving at the beginning of September, and in the time until a new Vicar is appointed (which could be between 1 and 2 years), I - as part of the Leadership Team - will need to take on more responsibilities which inevitably means I can spend less time on other things.
With this in mind, I have had a discussion with my fellow Committee Members on CPRE North Somerset, and I will be stepping back from attendance at most committee meetings until further notice. I will remain an active member of CPRE and will be continuing to communicate with the Committee via email. If the Parish Council feels it would be happy for me to keep the link between LPC/CPRE in this reduced respect, I am happy to do so; this will obviously include me reporting to CPRE any matters of concern to LPC. I will also give brief monthly reports via email to LPC – There is nothing to report directly this month but CPRE are actively involved in scrutinising a planning proposal for 400 housing units off Station Road Nailsea/Backwell, which would effectively join the 2 settlements.
If alternatively, any of our Parish Councillors would like to take on the role of LPC rep on CPRE North Somerset, they would be most welcome.
- b) Locking Parklands Stakeholders – None received
- c) Locking Primary School – no meeting held
- d) St Modwen – no meeting held

34) Old Banwell Road Playing Field Car Park:

- a) Update regarding drainage work and removal of existing bunds: Drainage channels had been installed and bunds removed.
- b) Update regarding Planning Officer request to move soil from Nth West Corner. The Clerk had invited the Planning Officer to a meeting at the playing field but had not received a response as yet.
- c) Agree to sign off work and pay Contractor's invoice(s). Members **AGREED** that the works had been completed and **RESOLVED** to pay the following:
N Bartlett Ltd Plant Hire £23,760.00 inc VAT for the construction work to build the new drainage swale as per detailed in the Tender Agreement.
N Bartlett Ltd Plant Hire £4500.00 inc VAT for the evacuation of existing bunds, transport soil to cover swale works, infill with Type 1 stone as per agreed quotation.
- d) To agree next phase of work. From the onsite workshop held on 26 June and recommendations from that workshop it was **AGREED** that there would be 3 options for tender:
Whole works as per planning application
Part works covering from entrance and right hand side of car park with stone and tarmac

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- e) Part works from entrance following the "d" shaped existing road with stone and tarmac
 - e) To approve draft Tender for item d next phase of work. **AGREED** with closing date for tenders being end of July 23 and subject to funding works to commence as soon as possible this would be subject to the weather.
 - f) To appoint a Tender panel. Cllr Jones, Cllr Ashdown and Cllr Tremlett to be appointed to Tender Panel **AGREED**

35) Locking Parklands CIC – To discuss concerns raised under Public Participation and agree any action.

Members had been invited to attend a meeting on 13 July 23 with a team from Meeting Places to discuss the 'new Locking Community'. The Chairman to attend along with any other available members.

Given that there is a petition regarding Locking Parklands CIC, if this meeting was not the appropriate place to raise the concerns outlined within the petition then the Clerk request a meeting with Homes England and St Modwen.

36) Bus Service Locking: Update from North Somerset Council and agree further action.

It was acknowledged that Cllr Porter will take up members concerns regarding a lack of bus service for residents of Oaktree Park with Neil Sommers

37) Locking Surgery: to receive 3 months notice for cancelling the Lease for the surgery accommodation from 168 Medical. Clerk advised that last day would be 18 September 2023 – **NOTED**.

AGREED that the future of the facilities be discussed at the next Assets & Amenities Committee meeting.

38) Improvement to traffic warning signage along Elm Tree Road Locking: To receive and consider suggestions from a local resident in respect of upgrading safety signage in various locations along Elm Tree Road. **AGREED** that the Clerk contact NSC Highways with regards to a survey being conducted.

39) It was RESOLVED that the following Council Policies and Terms of References be readopted:

CCTV Policy- with amendments to include Hall & Park and additional Councillor to assist Cllr Jones this being Cllr Clark

Terms of Reference with no amendments for the following:

Executive Committee

Assets & Amenities Committee

Finance & Human Resources Committee

40) Locking Summer Fair:

- a) Update: Stakeholders meeting had been held on 29th June 23, Risk assessment had been completed and insurance confirmed.
- b) Request for Cllr volunteers to help out prior and post event also on the day of event – sign up sheets had been circulated and the Clerk requested that members consider volunteering just 1 hour of their time to this, their initiative to ensure the Fair was successful and enjoyable for everyone including the members of the public who had already signed up to be volunteers on the day.

41) 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.

- a) The Clerk advised that theft of plants from the flower tubs and Coronation Garden had occurred again over the past week.

The Clerk was currently investigating funding to assist with the cost of works to the car park – members were happy for her to carry on with the investigations into funding sources.

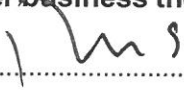
OBR Car Park -The Clerk had obtained from North Somerset Council 5 new cycle stands and that the car park be added to their list of sites that would receive funding for electric vehicle charge points – NSC had submitted a funding application to central Government

b) Agenda Items:

OBR Tender Panel recommendations

GP Surgery Assets & Amenities Committee.

There being no further business the meeting Chairman closed the meeting at 8.51pm.

Signed (Chairman).....  Date..... 7/9/23

The next meeting of Locking Parish Council will be on 7 September 2023 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.

Appendix 1
Chairman's Report – 6 July 2023

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I am looking forward to our August summer break, which means we do not have any Parish meetings. It is to my mind an opportunity for us to recharge our batteries. Saying that we still have ongoing commitments which require our attendance and support in ongoing commitments such as the Parish Pantry, the Book Exchange, Tea and Tech and Warm Spaces that are held every week in the Parish Hall.

I am grateful and thank our Parish Staff and Councillors who support those in our community every Tuesday, it is clear to me that their involvement is welcome and really appreciated.

What have I as your Chairman being doing this past month?

Well like many of you, I also attended in the OBR Carpark Workshop Meeting which I believe was extremely beneficial in order to progress our project to enhance the OBR Carpark which is a subject on our agenda later tonight. I wish to record my thanks to Councillor Mike Tremlett who produced plans and documents which were really helpful in clearly identifying our next steps in the upgrade of the OBR Carpark.

I also attended with other Councillors the Locking Fete and Coronation Celebration Event Meeting held recently at the Parish Hall. The Fete and Coronation Celebration is to be held on Saturday 15 July 2023 at the OBR Playing Field. I am pleased to state that the team has put into place everything to make this event a success, banners have been displayed on the A371 and via social media across the Parish, whilst posters and bus timetables will be shortly promulgated. Volunteers are still urgently needed to help us in delivering this event, further detail is subject of an agenda item to be discussed later tonight.

I have received an invitation to attend St Modwen Homes at 11am on Thursday 13th July 2023, to learn more about the new community in Locking. I am available to attend however I consider another councillor should accompany me. Furthermore, if council has any

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questions that they wish me to ask at this meeting please can you submit them to me as soon as possible.

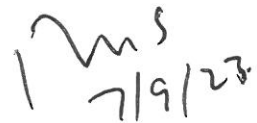
As you may be aware from media reports illegal encampments have been set up across north Somerset, we need to be vigilant to ensure that we are not subjected to an illegal encampment at the OBR playing field and the park.

Councillors may I please remind you that scam emails are on the rise and that we have been targeted. Please check your email senders address, parish councillors have an @Lockingparishcouncil.co.uk as part of their email address, if this is not shown then do not respond. As chairman I would never ask you for money!

Paul Jones

Chairman

Locking Parish Council

Handwritten signature and date: 1/7/9/23