



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 4th April 2024 at 7.30pm at Locking Parish Hall

Meeting opened: 7.30pm

Meeting closed: 8.35pm

Present: Councillors: Chairman P Jones, M Tremlett, W Ashdown, W Bearsby, P Lacey,
C Prosser, P Schofield, L Clark, I Hilder, Cllr ap Rees

Also, in attendance: The Clerk, Cllr Terry (from 8.25pm)

PUBLIC PARTICIPATION

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

a) Unitary Cllr/Liaison Officer Report:

- Laney's Drove Parking Issues: Cllrs Porter and Solomon, had meet with management from Oaktree Park on 18 March regarding parking issues at Laney's Drove. Oaktree Park management acknowledged that residents were parking on the verges at Laney's Drove but would not consider allowing additional parking spaces on site at this time, as they consider this may cause more parking issues. It was noted that new signage had been added warning of the ditch.

b) Police Report: Noted (copy available from the Clerk)

AGENDA

MATTERS FOR DECISION

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

Cllr J Carter: Approved

165) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations: None received

166) Minutes:

a) The Minutes of the Council meeting held on 7 March 2024 was agreed and signed by the Chairman.

RESOLVED: That the Minutes of the Council meeting held on 07/03/2024 (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.**

167) Finances:

a) General Account: To receive and approve monthly receipts and payments from 1st March 2024 to 31 March 2024

AGREED and signed by Cllr Ashdown

b) To receive and note the Bank Reconciliation for February 2024

AGREED and signed by Cllr Ashdown

c) To receive and agree any Grant applications: None

d) Community Support Initiative: To approve payments & receipts from 1st September 2023 to 31 March 2024

AGREED and signed by Cllr Ashdown

168) Chairmans Report:

Welcome Councillors to this our first full Parish Council Meeting in the new financial year of 2024 to 2025. I am looking forward in completing our agreed projects in this new financial year, but time seems to me to be passing too quickly, perhaps it is a sign of old age! This last month has been quiet period for me as Chairman.

- I have attended the weekly 'Warm Spaces, Parish Pantry and Book Exchange days with other Councillors, unfortunately numbers of attendees have been diminishing which has resulted in the changing of our opening times and the provision of 'Warm Spaces'.
- There are some important meetings in April that I will be attending. Firstly, Locking Parklands Stakeholder's Meeting is scheduled for 10.30 am on Tuesday 16 April 2024 at the Radio Wing, Locking Parklands. If Councillors have any matters that they would like me to raise at this meeting, please let me know.
- Secondly and more importantly is the Annual Parish Meeting which will be held at Locking Parish Hall from 6.30pm on Thursday 18 April 2024. The Parish Meeting is an opportunity for residents of Locking Village, Locking Grove, Locking Parklands, Flowerdown and Oaktree Park to raise any matters of concern or interest relating to the local community. It is also an opportunity for residents to meet their Councillors who I hope will be in attendance.

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

- a) CPRE: No report.
- b) Locking Parklands Stakeholders: Agenda for next meeting and notes from the previous meeting received and noted by members (Copy available from the Clerk)

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

- a) **24/P/0376/FUH 11 Meadow Drive Locking** – Demolition of existing conservatory and existing front porch. Proposed erection of a single-storey rear and partial extension, extension to existing rear dormer & associated alterations. **AGREED** to support this application
- b) **24/P/0427/FUH 7 Adastral Road, Locking** – Proposed erection of a single-storey rear extension, rear garden roof canopy and permeable hard-standing to existing off-road parking provision. **AGREED** to support this application.
- c) **24/P/0489/MOD Land to the South of Locking Head Drove, Locking** – Modification of Section 106 Legal Agreement for planning permission 16/P/2758/RG4 to allow for; alteration of "Affordable Housing Transfer Price" so that it refers to the maximum annual rent equivalent of 1.5% on the equity retained by the RP; add in additional wording to paragraph 3 of Schedule 10 to override (a)-(d) (including the clustering and access) if something different has been agreed via a relevant Reserved Matters Application or in writing with the Council; amend paragraph 9(a) of Schedule 10 so that it refers to the maximum annual rent equivalent of 1.5% on the equity retained by the RP, and; amend paragraph 16(h) of Schedule 10 to confirm that the Affordable Housing Enabling Service Fee only applies on first Occupation of each Affordable Housing Unit.
Noted
- d) **24/P/0511/NMA Phase 4 Locking Parklands** – Non material amendment to application 21/P/3241/RM (Reserved matters application for access, appearance, landscaping, layout and scale for the erection of 124no. dwellings and associated roads, infrastructure and landscaping pursuant to Outline approval 13/P/0997/OT2 (Outline application with Environmental Impact assessment for large scale major mixed use residential, employment, education and infrastructure development to include up to 1200no. residential dwellings (excludes 250 dwellings consented under phases 1&2); up to 5.5ha of employment development – uses classes B1, B2 and B8 (excludes B1 development consented under phases 1); up to 2.1ha of retails, services. Café. Restaurant. Drinking, takeaway and community uses – classes A1/2/3/4/5/&D1; up to 5.15ha leisure use – D2 with ancillary uses; primary school – 2.4ha; secondary education – 1.8ha; with 32.4ha of landscaping, open space and necessary infrastructure works (includes elements within phase 1&2) and construction of new access from A371 (to amend access approved under leisure dome infrastructure consent). Details of access off A371 to be decided but appearance, landscaping, layout and scale all reserved for subsequent approval) to allow for 1), Amendment to Plot 39 to reduce from 4 to 3 bedrooms in order to make fully compliant with M4(3).2), Amendment to Nailsea house type drawings to rectify drawing error which omitted the render from side of bay. And 3), Minor changes to site

layout to ensure consistency with s38 plans and pull parking for plots 1-24 fully out of adopted highway. **AGREED** to object to the amendment to Nailsea house type drawings to rectify drawing error which omitted the render from side of bay, on the grounds that K Render or similar after a short space of time become badly stained/marked from the weather leaving properties looking grubby/dirty. Examples given were properties at Hayward Village and Locking Parklands where K render or similar had been used.

171) LPC Documents:

- a) To receive and approve recommendations from The Clerk for the following documents:
 - i. Financial Regulations: **AGREED** to adopt with amendments to page 12 11. Contracts 11.1 b)-j). The Clerk advised that NALC were in the process of rewriting the model Financial Regulations for Parish Councils and that there may be further amendments within their document. **AGREED** that when the document becomes available the Clerk review and incorporate any changes to LPC Financial Regulations and submit for approval.
 - ii. Finance Management Risk Assessment: **AGREED**
 - iii. Standing Orders: **AGREED** to adopt with amendments to page 17c and page 21 28 Newsletter article k to be removed.
 - iv. Code of Conduct: **AGREED**
- b) To receive and adopted the following document(s):
 - i. Investment Strategy: **AGREED**

172) Old Banwell Road Playing Field Min Ref 156:

To receive a quotation for the installation of an 'intercept pond' at the playing field: Quotation received from the Contractor was over the budget set aside for the attenuation pond. Concerns were raised regarding the additional tarmacking of the car park impacting on the drainage swale and current attenuation pond which in turn would put pressure on the existing drainage through the Village. It was widely acknowledged that the intercept pond be installed before any tarmacking works commence.

It was proposed by Cllr ap Rees, seconded by Cllr Prosser and **AGREED** that the working group meet with the contractor to ascertain if any savings could be made to the cost of the works and that the Clerk look to divert funds from the car park budget or drainage budget, so that works could commence.

173) The Spinney – The Clerk had contacted Michelle Dickinson and requested that bollards or similar be added to the works. Ms Dickinson had advised that she would send the request to the design team and would update shortly.

174) North Somerset Council Parking Management Consultation – Deadline date for comments: midday 7 May 2024.

Members were advised that although a covenant was already in place which prohibited parking charges from the Royal Sands to the promenade meeting the main road North Somerset Council were already charging for parking which made the consultation very confusing.

Cllr ap Rees advised that she had already contacted the Executive Office at NSC but as yet had not received a reply. **Noted**

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

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

1. Clerk's Report:

- a) Scribe Booking System– onboarding had been completed. Request to our website provider to upload a redesigned page for Parish Hall bookings with appropriate links, it was hoped that the site would go live in the next week or so.
- b) AGAR had been received and the Clerk was currently working on year end accounts.
- c) Internal Auditor visit is scheduled in for 14 June, a Special Full Council meeting to be called the following week to approve and sign off the AGAR.
- d) UKSPF Community Grant NSC awarded to LPC: Clerk had been advised that 3 quotations were required as a condition of the grant – NSC had requested that they be submitted ASAP. The Clerk hoped to have these in and submitted before she went on A/L on 20 April.
- e) Vacancy for Clerk's Assistant: shortlisting had taken place on 2 April, interviews were scheduled in for 9 April. Please note the Parish Council would be closed to allow interviews to take place.

2. Correspondence:

Note any correspondence received since the last meeting that is not an item on the Agenda and note items for the next Agenda.

- a) Locking Primary School – update on their building project: Noted
- b) NSC Draft Rural Strategy Consultation: Clerk delegated to complete.

3. Items for next Agenda: None

There being no further business the meeting Chairman closed the meeting at 8.35pm.

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

The next meeting of Locking Parish Council will be on 9th May 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.

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