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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 9 January 2025 at Nurse Thomas Suite, Locking Parish Hall, Grenville Avenue, Locking

Meeting opened: 19:30

Meeting closed: 21:02

Present: Councillors: P Jones; M Tremlett; W Ashdown; T Poynton; P Lacey; P Schofield; I Hilder.

Also in attendance: The Clerk

PUBLIC PARTICIPATION

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 period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).*)

a) Unitary Cllr/Liaison Officer Report:

Discussions were being held as to whether North Somerset Council would be required to join West of England Combined Authority or Somerset Council etc.

Local Plan: Within the original Local Plan that North Somerset Council had been working on there was a requirement to supply 14000 new homes this had now been increased under the Labour Government to 23000 new homes. North Somerset council had put out a call for sites and a number of sites within Locking Parish had been put forward.

Cllr Porter advised that they would be continuing to support LPC's planning application 24/P/2334/FUL and would assist where they could.

b) Police Report: Noted

AGENDA

MATTERS FOR DECISION

138) To receive apologies for absence and to approve reasons where appropriate.

Cllr W Bearsby – Approved

Cllr P Huish – Approved

Cllr C Prosser - Approved

Cllr E ap Rees - Approved

District Cllr Solomon

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

Declaration of Pecuniary Interest: Cllr Tremlett Min Ref: LPC143a

140) Minutes

The Minutes of the Council meeting held on 19 December 2024 were agreed and signed by the Chairman.

RESOLVED: That the Minutes of the Council meeting held on 19 December 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.**

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141) Finances:

- a) To receive and approve monthly receipts and payments for the General Account: from 1 to 31 December 2024. **AGREED** and signed by Cllr Ashdown
- b) To receive the Budgetary Control Report for the General Account from 1 April 2024 to 31 December 2024. **AGREED** and signed by Cllr Schofield
- c) To receive and note the Bank Reconciliation and Unity Trust Bank Statements for October 2024. **AGREED** and signed by Cllr Ashdown
- d) To receive and agree any Grant applications: None received.

142) Chairman's Report from Cllr Jones

Welcome to tonight's first Full Council Meeting of the New Year in 2025. Recently, I have been reflecting over our work and achievements in 2024 and have come to the conclusion that I am really pleased and proud to have been part of Locking Parish Council as it has delivered so much for our community during this past year, such as:

- Further improvement works to the OBR Car Park which will benefit all in our community.
- Minor alterations to the OBR swales and the installation of an attenuation pond which has helped to minimise flooding in nearby properties and in Locking Village.
- Successfully obtained grants which has resulted in the renovation of and the opening of the Nurse Thomas Suite at the Parish Hall and the planting of the Parish Orchard and Tiny Forest at the OBR Playing Field.
- Continued maintenance of our assets such as play and exercise equipment and properties.
- The seasonal production and circulation of 'Looking at Locking'.
- The provision of a Warm Room, Book Exchange and the management of the Parish Hall and Allotments.
- The organisation and delivery of local events such as the 'Locking Makers Market'.
- And last but not least the upgrade to the Spinney which is now a safer path for all users. Without our many representations and meetings, these works would not have taken place so we should all be proud of what we have achieved in 2024.

You will have noticed that our agenda tonight is not a large agenda because it is focussed more on finances, budgets and the next precept. It is extremely important that in making decisions tonight we meet our obligations to ensure that we are cost effective and have sufficient finances and reserves to continue to deliver for our ever-growing community.

Cllr Tremlett declared a Pecuniary Interest and left the meeting.

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

- a) **Pre-Order Consultation Form from North Somerset Council – Town and Country Planning Act 1990, Section 257 – Proposed Public Footpath Diversion Order – Parts of footpath AX20/2/10, West of Bury Farm and Meadow View and South of 2-8 Old Banwell Road Locking.** Members had no comments to put forward and **AGREED** to support this application.

Cllr Tremlett returned to the meeting

- b) **24/P/2411/NMA 1 Meadow Drive Locking** – application refused. To discuss the continuation of works and decide course of action. It was noted that most of the metal green fencing had been installed. Members **AGREED** to report to Planning Enforcement.
- c) **24/P/2473/FUH 100 Elm Tree Road Locking** – Proposed erection of a "Dutch Barn" style garage to the front of the property. Members **AGREED** to object to this application on the following grounds:
The location of the outbuilding is in front of the principal elevation and the sheer size, mass and design of the building will not be in keeping with the street scene. Therefore, the scheme is contrary to sections 3.13 and 3.31 of the North Somerset residential design guide section 2.

144) Financial Year 2025/26 - To **RESOLVED** to approve the following:

(Previously circulated to Cllrs, copies available from the Clerk on request):

- a) Budget for Assets & Amenities Committee 2025/26 see Appendix 1
- b) Budget for LPC General Account 2025/26 see Appendix 1

c) Projects for the F/Y 2025/26:

Guideline costings:

• OBR Car Park:

100mm Thick Tarmac 575sqm

Supply and install 3 gully pots and covers.

Lay 80mm ducting (50m) in same trench as drainage pipe from changing room to main gate.

Shape up stone prior to tarmacking

Supply and lay 20mm base binder course tarmac 100mm thick, 575 sqm

£21587 plus Vat

AGREED that this funding come from LPC Reserves

• OBR Car Park Gate

Electric or solar gates: Estimated cost supplied by Cllr Jones & Cllr Tremlett: £5000

Further investigation required

AGREED that this project be part funded by the Precept

• Ditch clearing OBR Playing Field

Cost to clear the ditch at the top of the tarmac car park either side of the main gates and the dew pond.

Estimated price as difficult to see how much work is required due to overgrowth

£1500 plus VAT

NB the ditch that runs the perimeter of the main field is completely covered by the hedge growth so will be a lot more work and costs.

AGREED To remove this from projects and that the ditch clearing for main gate and dew pond come out of the budget as £2500 set aside for maintenance.

Review the perimeter of the field and obtain costings consider doing this in stages using the maintenance budget over the next couple of financial years. **AGREED**

d) Precept 2025/26: It was unanimously **RESOLVED** that the Precept for F/Y 2025/26 be set at £155423.

This will give a Head Line Council Tax figure of £97.43 up by 2.8% on last years Head Line Tax figure of £94.81 (up by £2.62).

It was also **AGREED** that LPC should look to building up reserves as a large proportion of reserves for this financial year had been used to fund the drainage and resurfacing works at Old Banwell Road Playing Field. Members were reminded that Council must keep a minimum balance of 25% total administration expenses including salaries at all times. Therefore, a request of £5000 be included within the Precept request.

The Precept request breakdown is as follows:

Gross Expenditure	£157753
Project OBR car park gates	£5000
General Reserves	£5000
Less other income	<u>£12330</u>
Gives Precept Request	£155423

145) Printer/Photocopier: To receive quotations to replace the office printer/photocopier.

The Clerk advised that the office photocopier was owned outright by LPC and that it was approx. 13 plus years. It was no longer working as efficiently as it should.

Quotes to lease a machine had been obtained from 4 companies:

QUOTE 1: 1 x NEW SHARP BP50C26 PRINTER, SCANNER, COPIER

3 Year Lease Rental	£227.00 per Quarter
4 Year Lease Rental	£181.00 per Quarter
5 Year Lease Rental	£152.00 per Quarter
Black & White Print	0.25p
Colour Print	3p

Includes All Toner, parts, engineer calls-outs and repairs

- 26 Pages Per Minute
- 2 Paper Trays (75gsm – 300gsm)
- A4 & A3 as standard
- Document Feeder
- Duplex Unit for double-sided printing
- Colour Scanning up to 600DPI
- Fast Network Print & Scan
- Automatic Meter Readings
- Automatic Toner Supply Ordering

QUOTE 2: 1 x NEW XEROX C7120 SERIES (COLOUR/MONO) DIGITAL SYSTEM

3 year rental	£242.00 per quarter
4 year rental	£194.00 per quarter
5 year rental	£165.00 per quarter (Includes 3 year upgrade option)
Black and white prints	£0.0035 per page
Colour prints	£0.035 per page

Includes: All toners, parts, labour and call out costs

- 130 Sheet Duplex Document Feeder
- Duplex (Double Siding Unit) Unit
- 1 x Electronic Sorter
- 2 x 520 Sheet Paper Cassette
- 1 x 100 Sheet Multi Bypass Tray
- Network Printing and scanning (to e-mail/folder/server)
- 130 Scans per minute – Scans both sides at the same time
- 2400 x 1200 DPI Resolution for unrivalled print quality
- One touch buttons scan to email/folder etc
- Xerox App Gallery – For Future Proof
- Print/Scan to Office 365
- Xerox Connect Key to ensure system remains Future proof
- Allows printing from Mobile Technology – I-Pads, android, Tablets etc.

QUOTE 3 - CANON IR ADVANCE DX3922I A3 COPY/PRINT/SCAN


3 Year Lease	£289.59 per quarte
5 Year Lease	£202.59 per quarter
Black and white prints	£0.0033 per page
Colour prints	£0.033 per page

Includes All toner, parts and labour

- Colour image reader
- 22ppm mono /22ppm colour
- UFR/PCL & Postscript Network Printing
- Scan to e-mail & network locations
- Duplex (automatic double siding)
- 2 x 550 sheet paper drawers
- 100 sheet media tray (256 gsm paper)
- A5 to A3 Capacity
- 1200 x 1200 dpi print resolution
- e-Maintenance
- Controlled access to colour
- Automatic Toner Supply Ordering

QUOTE 4 – KONICA MINOLTA BIZHUB C301I

3 Year Lease	£118.42 per quarter
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4 Year Lease	£96.68 per quarter
5 Year Lease	£78.59 per quarter
Black and white prints	£0.0022 per page
Colour prints	£0.0210 per page

Includes: All toners

- 2 x 500 sheet paper tray + 150 sheet bypass tray
- Fast copying and scanning via 100 sheet reversing document feeder
- Improved document feeder reducing noise emission by 30%
- Highly productive 30ppm A3 colour Multifunction Device
- Intuitive operation via the 10.1" tablet-style control panel
- Cloud ready – seamless integration with cloud applications directly from the user panel
- Automatic Meter Readings
- Automatic Toner Supply Ordering

AGREED to accept quote 4 Konica Minolta Bizhub C3011 on a five-year lease £78.59 per quarter

146) The Spinney: Update on the progress of the works.

On 16 December 2024 Michelle Dickson (MS) North Somerset Council reported the following: The removable bollard for Leafy Way end was ordered and will be installed as soon as it arrives. Unfortunately, there was quite a long lead in time for the bollard and we couldn't get it installed along with the majority of the upgrade works.

There is also a section of fencing that needs to be installed at the A371 end of the path to prevent path users using the short cut across another property owners land. This fencing was removed and a temporary hard standing was installed when the footbridge was removed several years ago. The contractors have removed the hardstanding and covered with top soil however, path users are still walking through the top soil and using it as a short cut. Quotes will be obtained for this section of the fencing.

Lighting colleagues were going to go to site to ensure that the lighting is all functioning as designed. In summary MS was really pleased with what the contractors have done and hoped it would make a huge difference to everyone. MS was particularly pleased with the changes at the rear of the primary school. The additional drainage and levelling of the footpath there will hopefully mean that there will be no more pooling of water at the school gate.

Members were very pleased with the finished result and also updated that the removable bollard at the bottom of Leafy Way had been installed.

There had been snagging issues with the lighting but it seems to have been resolved.

Cllr Schofield had noticed that after the recent heavy rain there had been some water run off on to the footpath. This was something members could keep an eye on.

It was **AGREED** that the Clerk write a letter of thanks to MS and the contractors.

147) 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) Clerk's Report:

We had received some interesting booking requests for the Parish Hall which would be discussed at the next Assets & Amenities Committee meeting.

b) Correspondence:

- Open invitation received from Voluntary Action North Somerset (VANS) and their Aging Well Project.
They are holding a forum specifically for North Somerset residents aged 65+, who live in North Somerset, including Weston, Worle, and the surrounding villages. This forum will focus on transport issues that directly affect older residents in our community and will provide practical solutions to help maintain independence and connection.
Event Details:

Date: Monday, 3rd February 2025

Time: 11:00 AM to 1:00 PM (refreshments provided)

Venue: Worle Community Centre, Lawrence Road, Weston-super-Mare, BS22 6TN

- St Modwen Homes: Invitation to attend an initial meeting along with other stakeholders to discuss forming a small stakeholder group that will provide strategic direction for the management of The Radio Wing.

The Chairman Cllr Jones, Cllr Poynton expressed their interest in attending. The chairman suggested Cllr Huish may also wish to attend.

c) Agenda Items: None

There being no further business the meeting Chairman closed the meeting at 21:02hrs

Signed (Chairman).......... Date..... 6/2/2025.....

The next meeting of Locking Parish Council is 6 February 2025.

*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.*