



# LOCKING PARISH COUNCIL



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## Minutes of a Meeting of Locking Parish Council held on Thursday 3th May 2018 at 7:30pm in Locking Village Hall, Grenville Avenue, Locking

Meeting opened: 7:30pm

Meeting closed: 9:35pm

**Present:** Councillors: Mr M Cooper (Chairman), C Blinco (Vice Chairman) P Lacey, E Ap Rees, Mrs W Ashdown, C Dumbell, P Fowler, J Keate, L Mason, S Washington, Mrs M Cooper, W Bearsby, M Taylor & P Jones.

**Also in attendance:** The Clerk & 5 members of the Public (MOP)

### MATTERS FOR DECISION

**C1 To Elect a Chairman for the ensuing year:** The Council must elect a Chairman to hold office until the next Annual Meeting of the Parish Council.

**RESOLVED:** That Cllr Mr M Cooper be re-elected as Chairman.

**C2 To receive the Chairman's declaration of acceptance of office or to permit him/her to make the declaration before or at the next meeting of the Parish Council.**

**RESOLVED:** Declaration of acceptance of office was signed by Chairman.

**C3 To Elect a Vice-Chairman for the ensuing year:** The Council may appoint a Vice-Chairman to hold office until the next Annual Meeting of the Parish Council.

**RESOLVED:** That Cllr Mr P Jones be elected as Vice Chairman.

LPC would like to thank Cllr C Blinco for his work as previous Vice Chairman

**C4 To receive Apologies for absence and to approve reasons where appropriate –**  
None Received

**C5 To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.**

**RESOLVED:** Declarations of interest were received from Cllr Mr M Taylor Agenda item 23 (*Letter regarding Locking Pharmacy*)

### PUBLIC PARTICIPATION

**C6 To receive and hear any person who wishes to address the Council, upon prior notice being received.**

a) Police Report – An electronic report was received and circulated before the meeting. Village crimes recorded 5. Criminal Damage 1, Harassments 4.

b) District Cllr/Liaison Officer Report – Cllr E Ap Rees reported that the cross-airport road is now open. There is a 10MPH speed limit at present with speed bumps.

c) St Modwen / GVA – A report was received and circulated before the meeting. "We are just submitting design amendments to the current phase 12 reserved matters application following officer comments and have now submitted the phase 12a reserved matters application which has been registered. We are now about to submit the phase 3a application on part of the old phase 1 area next to phase 3. We are also continuing to work up the reserved matters and design code for the former Moss Land". LPC agreed to respond to the request for clarification by GVA to our questions.

### MATTERS FOR DECISION

**C7 To receive and confirm the Minutes of the meeting held on 5<sup>th</sup> April 2018**

**RESOLVED:** That the Minutes of the Council meeting held on 5/04/2018 (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.

#### **C8 Finances:**

**a) To receive and approve monthly expenditure for April 2018**

Agreed (*signed by Cllr W Bearsby*)

**b) To receive and note the Bank Reconciliation for March 2018.**

Noted (*signed by Cllr W Bearsby*)

**c) To receive and agree any Grant applications.**

None received

**d) To receive and sign Annual Governance statement.**

**RESOLVED:** That the Annual Governance Statement be completed and approved and duly signed by the Chairman and Clerk/RFO.

**e) To receive and sign F/Y 2018 /1 Annual Accounts.**

**RESOLVED:** That the Annual Accounts be completed and duly signed by the Chairman and Clerk/RFO.

#### **C9 Regular Reports:** To receive and note the following regular reports:

a) CPRE Cllr C Dumbell reported that at the last CPRE meeting on the 30<sup>th</sup> April concern was expressed at the scale of the planned Bristol airport expansion, and this was being taken up with Parish Councils in the immediate vicinity. Discussion about planned development of 200 houses outside the Bleadon village settlement boundary also took place; a formal objection by CPRE is been sent. The facts are similar to Ponderosa and Laney's Drove, refuting of the suggestion in the Weston Mercury that the Parish Council favoured the scheme is also in progress.

b) PC Committees & Working Parties – No reports received.

c) Locking Parklands Stakeholders – Next meeting is on the 22/05/2018

d) Winterstoke Stakeholders No meeting held.

#### **C10 Planning:**

**a) 18/P/2632/FUH 14 Old Banwell Road.** Extension to the rear of the ground floor and construction of a basement. **No objection from LPC**

**b) 18/P/2652/OUT Elm Grove Nursery. Outline planning application for the erection of up to 110 dwellings.** Concerns were raised again regarding the following: - Emergency access, Parking, Flooding, Sewers, Lack of pavements and the increase in road traffic. Letter of objection to be sent to NSC. Letter to be written to Gladmans (with a copy to John Penrose MP) expressing our disappointment that they had not seen fit to respond to our request that they meet the Parish Council and attend the meeting of 3<sup>rd</sup> May. The Clerk will invite Gladmans to our July Full Council Meeting.

**c) Bristol Airport: Discuss the Intent to proceed with a planning application to NSC for the growth of the Airport from 10mppa to 12mppa and take action as necessary.** Cllr C Dumbell raised concerns regarding the increase in air traffic and the effect on local areas surrounding the airport. Cllr J Keate said that it would help increase employment. Otherwise no comment from LPC.

**d) St Modwen's:** To consider and decide on a response to St Modwen's reply to a question regarding the sale of Phase 4. LPC will write to GVA for clarification regarding our questions.

**e) Laney's Drove update. Cllr Mike Cooper gave the following report from the Public Enquiry held on the 24<sup>th</sup> April.**

"I delivered LPC's objections (Letter dated 17 March 2017) to the proposed application to the building 115 dwellings in the green belt between Oak Tree Park and Locking. I also endorsed the Summary Proof of Evidence of Michael J Muston on behalf of NSC, plus NSC's Statement of Case. In addition, I concurred with the findings of Inspector Wendy J Burdon on NS Sites & Policies Plan Part 2: Site allocations Plan 2006-2026.

I objected the Statement of Case by the Appellants”.

**C11 Confirmation of membership of Committees, Working Parties and Representatives:**

**Last Year's List:**

- |                           |                           |
|---------------------------|---------------------------|
| a) Executive Committee    | g) Planning Working Group |
| b) Hall & Park Committee  | h) Reviews Working Group  |
| c) Estates Committee      | i) Finance Working Group  |
| d) Staffing Working Group | j) H&S Working Group      |
| e) Grievance Committee    | k) Newsletter Editors     |
| f) Appeals Committee      | l) CPRE,                  |

Membership of all Committees & Working Parties was AGREED.

**C12 Internal Auditor:** To agree the appointment of the Internal Auditor for the FY 2018/19.

Agreed that Mr Phil Smith continues as the Council's Internal Auditor

**C13 Confirmation of dates of meetings for the Council year 2018/19:** To agree the first Thursday of each month for full Council meetings and the 3<sup>rd</sup> alternate Thursday for Committee meetings.

Agreed that these dates be accepted.

**C14) Internal Auditors Report: To consider this report and take appropriate action if required. A report was received and circulated before the meeting.**

Some areas of risk were satisfactorily addressed although this still leaves the Council below the overall standard required. However, my review did not reveal risk aspects that I would consider created significant operational concerns for the Council in conducting its day to day business. These shortcomings have been discussed with the Clerk and Chairman and an action plan to bring the Council's Risk assessment procedures up to a satisfactory standard is being put in place. As Internal Auditor I have been asked to work with them to achieve this within a reasonable timescale and this was agreed by LPC. Cllr P Lacey suggested that the terms of reference for the Finance Working Group be reviewed.

Chairman Mike Cooper left the room at 8.15pm and Vice Chairman Paul Jones took over as Chair.

**C15) FIXED ASSETS: - To discuss and decide on changing the basis for valuation from insurance valuation to Cost valuation.**

Agreed that valuation basis should be changed to Cost valuation basis.

Chairman Mike Cooper returned and took over as Chair at 8.25pm

**C16 Projects update and action as required.**

- Concrete path outside Parish Hall has been repaired.
- Order to be placed for replacement of last 7 street light lanterns.
- Multipay equipment to be repaired in May.
- New dog bin for Playing Field to be installed in May.
- New notice board for Locking Grove on order.

**C17 Race Night: Presentation by Trevor Jordan,**

Mr Jordan explained how the evening would work. There would be six races. We would need around 50 people in order to make it viable. We should ask local businesses if they would sponsor a race. Entry tickets would cost £10 per person. The cost of putting on the race night would be £250.

**C18 Road Traffic Management: To discuss and decide on action to stop traffic going wrong way along Mendip Rise and Old Banwell Road.**

Cllr C Dumbell reported that often recently vehicles have been seen going the wrong way on Mendip Rise.

Clerk to write to NSC regarding the problem on Mendip Rise and the bush obscuring the sign on the Bury leading up to Old Banwell Road. An article should be placed in L@L. Cllr Martin Taylor recommended that Mendip rise should be turned back to a two-way system as it was some time ago. Clerk to write to Paul Watkins (NSC) and copy in Cllr Elfan Ap Rees raising LPC concerns.

**C19 2<sup>nd</sup> Locking Guides: To consider and decide on a request to plant a tree in the Park to mark 50 years of 2<sup>nd</sup> Locking Guides.** Deferred to Hall & Park committee.

**C20 Parish Plan: Update.** Cllr E Ap Rees said that a Neighbourhood Plan was a better way forward. It was agreed that Locking should work in parallel with Hutton with Cllr Terry Porter taking the lead on both villages.

**C21 Locking Pharmacy: To discuss and decide on sending a letter of support for the change of premises.** It was Agreed that a letter should be sent.

**C22 A371 Safety Issues: Update.** Cllr Mike Cooper agreed to report back from next Stakeholders meeting.

**C23 Plants for Locking Village: To discuss and decide on the purchase of plants for the Village.** Cllr Shaun Washington said because our order with NSC was not received then LPC would need to purchase plants. It was agreed that the Chair of the Estates committee should authorise expenditure of up to £200.

**C24 Correspondence & Clerk's Report:** To receive the Clerk's report and note any correspondence received since the last meeting that is not an item on the Agenda (attached).

The Clerk reminded the Finance Working Group that they should meet as soon as possible in order to discuss the Internal Auditors report.

A letter received from our solicitors stating that could not action our request to pursue some missing documents.

I intend to make contact with the Clerk from Banwell Parish Council regarding Data Protection changes.

Item for next months Agenda: Communications of LPC business to the community.

## **PART II**

### **C25 Exclusion of the 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).*

**C26 Purchase of a piece of land in Locking Village: To investigate the possibility of sourcing funds to purchase a piece of land.** After much discussion it was agreed that Cllr Clive Blinco would investigate the possibility and report back in time for July Full Council meeting.

There being no further business the meeting Chairman closed the meeting at 9:35pm.

Signed (Chairman).....

Date.....

**The next meeting of Locking Parish Council will be at 7:30pm in Oaktree Park Hall on Thursday 7th June 2018.**