



# 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 11<sup>th</sup> April 2019 At 7:30pm in The Parish Hall, Grenville Avenue Locking.

Meeting opened: 7:30pm

Meeting closed: 9.09pm

**Present:** Councillors: Mr M Cooper (Chairman), P Jones (Vice Chairman) P Lacey , L Mason, P Fowler, S Washington, E Ap Rees Mrs W Ashdown, & Mrs M Cooper and 3 members of the public

**Also, in attendance:** The Clerk and 3 members of the public

### MATTERS FOR DECISION

**C223) To receive Apologies for absence and to approve reasons where appropriate.**

Apologies were received and accepted from W Bearsby, C Dumbell, P Withers, J Keate. Absent M Taylor

**C224) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.** None received

### PUBLIC PARTICIPATION

**C225) To receive and hear any person who wishes to address the Council, upon prior notice being received.**

- a) Police Report – PCSO report received and circulated at the meeting for the period 07/03/19 to 11/04/2019 .Calls received from the Parish – 41 – Crimes recorded – 12. We remind residents as the warmer weather and lighter evening approach to be vigilant and stay alert. Ensure that properties and vehicles are secured and valuable items to be removed from view.
- b) Unitary Cllr/Liaison Officer Reported on issues throughout the meeting.

**C226) To receive and confirm the Minutes of the meeting held on the 7<sup>th</sup> March 2019.**

**RESOLVED:** That the Minutes of the Council meeting held on 07/03/2019 (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.

**To receive and confirm Minutes of an Extraordinary Meeting of the Council held on 21<sup>st</sup> February 2019**

**RESOLVED:** That the Minutes of the Council meeting held on 21/02/2019 (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.

**C227) Finances:**

- a) **To receive and approve monthly expenditure for March 2019.**

**NOTED** (Signed by Cllr L Mason)

- b) **To receive and note the Bank Reconciliation for March 2019.**

*Agreed* (signed by Cllr L Mason)

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

None received.

**C228) Regular Reports:** To receive and note the following regular reports:

a) CPRE: Met on 11th March. I have circulated responses sent to consultations on Bristol Airport expansion and the proposed Joint Transport Plan for the West of England council areas. I also circulated via the Clerk my email of 13/03 containing both LPC and CPRE proposed comments on the consultation on the update to local planning application requirements (the consultation ended on 2nd April). I gave brief feedback on our current outstanding contentious development applications, and as a group CPRE NS continue to look at the Airport proposals (the lead is being taken by the Parish Councils Airport Association), the emerging new NS Local Plan to 2036 (huge local antagonism still to the proposed Churchill/Langford Garden Village), and more localised proposals - particularly the proposed large housing scheme at Bleadon, another one at Sandford, and the "hybrid" application for the redevelopment of Mooseheart at Winscombe. Next meeting to be held on the 13<sup>th</sup> May 2019.

b) PC Committees & Working Parties – Nothing to report.

c) Locking Parklands Stakeholders – No report received

d) Winterstoke Stakeholders – No report received

**C229) Planning:**

- a) **19/P/0463/FUL** – Locking Parklands temporary school buildings, McCrae Road, Locking – Retention of existing temporary school building and the addition of a further temporary school building. LPC to raise concerns regarding increase in traffic and parking
- b) **19/P/0567/FUH** – 8 Oxford Square, Locking BS24 7DP – Two storey side extension and single storey rear extension. Demolition of existing outbuilding. Neutral
- c) **19/P/0096/FUH** – 15 Scarf Drive, Locking BS24 7LT – A rear single storey extension. Neutral
- d) **19/P/0771/FUH** – 69 Anson Road Locking BS24 7DG – Erection of a two-storey rear extension, front porch and alteration under existing roof. LPC concerned that this proposal would have an adverse impact to No. 71
- e) **19/P/0362/FUL** – Moor Park, Laney's Drove. Neutral  
Clerk to chase up previous planning application 17/P/2482/0 showing as still 'live'
- f) **19/P/0187/RM** – Land South of Churchland Way, Wolverhill Road. Neutral

**Applications Approved/Refused** – None received

**Standing Orders Suspended to discuss the following items:**

**C230) Flooding issues in Village:** Update from the Working Group 2 members of LPC and 1 member of the public

Aquablast – awaiting survey

North Somerset Council – awaiting survey

North Somerset council are looking at the gullies. It was noted that this work needed to be done with some urgency given the time of year and associated rainfall.

Member of the Working Group has discussed the issue with school. The pond in the corner of the playing field needs to be cleared out which might help with drainage from the playing fields

Concerns expressed regarding size of pipework into the Spinney

Thanks to the Working Group for their update

**C225) To receive and hear any person who wishes to address the Council, upon prior notice being received.**

Member of the public raised concerns on the following:

- a) Cycle signs – blue cycle signs installed between the A371 Footbridge and leafy Way, this indicates that cycle access to the Village and Locking Primary School is via the Spinney – this is not a cycleway and needs amended. The Spinney could be upgraded for dual use to a Bridle path.  
Cllr Ap Rees will look into this and report back
- b) Allotments – Hedging in front of the seat needs to be cut back as its is of a height that is obscuring the view – Agreed to discuss at next Estates Meeting on 18 April 2019

- c) Looking at Locking – misleading statement regarding dogs not being allowed on the Allotments – Councillors were reminded that the footpath through the allotments is a PROW – Agreed to discuss further at next Estates Meeting on 18 April 2019

**Standing Orders Resumed to receive the following:**

**C231) Projects: Update.**

- a) Adult Exercise Equipment: Adult Exercise equipment has been installed. There are concerns over the facilities signage on the equipment. Agreed to discuss further at Hall/Park/Green Meeting.
- b) New Fence for Coronation Garden. Installation date agreed for 17 April 2019.

**C232) Old Banwell Road speed limit: Update and decision on further action.**

Update required. Cllr Ap Rees reported that this ongoing and moving forward.

**C233) Parklands Tree Survey:**

Cllr Jones give a report on trees at Locking Parklands.

Councillors may have been aware that a poplar had fallen on Farnborough Road damaging a property and blocking the road and that residents were seeking assurance that this would not happen again. Cllr Jones had attended a CIC Board meeting on Locking Parklands and raised the issue of reassurance with a St Modwen employee who is responsible for that particular area and the management of the trees and land. In response Cllr Jones was led to understand that St Modwen take their responsibilities seriously and had conducted extensive works in order to ensure the trees specifically the poplars are safe. They have instructed an independent tree expert or arboriculturist from London to oversee their findings. A maintenance plan was to be introduced across the site working in conjunction with NSC TPO's. Cllr Jones also spoke with the St Modwen contractor who had attended the initial incident and who was now responsible for examining the rest of the poplars and other trees. He confirmed that all the poplars on Farnborough Road had been drilled and samples taken and in his opinion they were safe however he did suggest that applications may be sought via NSC TPO to cut the crowns and trim branches. This is part of ongoing works across Locking Parklands.

**C234) Policy Handbook/Terms of Reference: Accepted and agreed. Noted that Estate Committee would be reviewing/amending and agreeing any changes at their next meeting of the Estates Committee on 18 April 2019**

It was noted that the Clerk would print updated documentation and issue at the next Full Council meeting.

**C235) Community Infrastructure Levy Functioning and possible contribution. Update from NSC**

- a) All planning applications are potentially eligible for CIL, as it applies on a per sqm rate from 1 dwelling upwards.
- b) However Reserved Matters relating to Outline consents that were granted prior to 18<sup>th</sup> Jan 2018 do not have to pay. This covers most of Locking Parklands.
- c) 'Phase 3a' at Locking Parklands, which is proposing flats on a previous employment plot. This is a full new application (not within the existing outline) so has to pay CIL.
- d) Charges are payable within 60 days of commencement. Parish Councils automatically receive 15% of the income from their area and this is transferred twice a year in April and October.
- e) There was nothing due to Locking this time round (i.e. April), but if the phase 3a comes forward then LPC would probably receive some funding in October.
- f) Note that affordable housing and self-build (including residential extensions) don't pay CIL.

**C236) Policy/Form Review Proposal & Risk Assessment:**

1. **Internal Audit Risk Assessment – Accepted and Agreed.** Clerk thanked Working Group and Chairman
2. **Internal Audit recommendations review by the Review and Finance Working Groups for the following polices:**
  - a) **Supplementary Provisions to Standing Orders – Recommended amendments by the Review Working Group Received and Agreed**
  - b) **Code of conduct - Recommended amendments by the Review Working Group Received and Agreed**
  - c) **Financial regulations - Recommended amendments by the Finance Working Group Received and Agreed.**

Clerk thanked both Working Groups for their prompt review and advised that all amended documentation would be issued at the next Full Council meeting

**C237) Neighbourhood Planning:** Cllr Jones reported that he was aware the Clerk had been in contact with interested Parishioners and was hopeful that a meeting to would be arranged soon and a plan for moving forward would be discussed

**C238) the Green Agreement:** Draft copies of the Agreement had been circulated previously. Amendments were accepted and agreed

**C239) Parish Hall Flooring:** Cllr Jones gave a history/report as to what the situation was at this time. Agreed to Defer to Full Council on 9<sup>th</sup> May 2019. In the meantime, clerk to draw up a list of appropriate surveyors to present to Council

**C240) Locking Primary School –** Request for a parish councillor to give a talk to Y5 children – Cll Lacey stated he would be happy to volunteer – Agreed

**C241) Street Lighting –** change of Contractor as per NSC advice – Agreed to the advised Contractor Centregreat. Clerk to arrange a meeting with Maintenance manager and Cllr Jones, Cllr Fowler

**C242) Clerks Report, Correspondence & Items for next Agenda. 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.**

Clerk reported:

Year End Accounts were progressing well

Preparation was underway for Internal Audit visit later this month (April)

Precept – Copies of B Precepts 14.3 from LCA were circulated for Councilors to peruse and suggested that methodology should be discussed for the coming year and for this item to be placed on Full Parish Council Agenda for October 2019.

Raised Beds & Tubs in the Village: Agreed to move to next Estates Committee Meeting on 18<sup>th</sup> April - To agree plan to move forward

Mendip Rise Safety Issues – Plans for discussion had been received by the Clerk n 18 March unfortunately these had been missed and this item was not a full agenda item. Clerk apologised for the oversight. It was suggested that this be an item for the next Full Parish Council meeting on 9<sup>th</sup> May 2019. Cllr ap Rees talked through the plan and advised that this would be going ahead as planned. Chairman advised that this would be formally ratified at the next full Council meeting.

Oaktree Park resident had raised issues regards:

- a) Pavement
- b) Car park
- c) Village Green

Cllr Mason had visited the resident on 2 occasions but the resident had not responded to his door knock had not received any response to his door knock. Clerk to liaise with Cllr mason and email a response.

Invitation for Chairman of LPC received from Weston-Super-Mare Town Council to the Annual Meeting of the council and Ceremony of Mayor Making on 16 may 2019 – to forward to new chairman when he takes office.

Items for next Agenda:

Mendip Rise Safety Issues

## 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.

**C243) Outgoing Clerks outstanding Holiday Entitlement – Discussed and Agreed solution**

**C244) Consider temporary support for new Clerk – Discussed and Agreed solution**

**Chairman formally welcomed new Clerk Mrs Dawn Tremlet**

There being no further business the meeting Chairman closed the meeting at 9.09PM

Signed (Chairman).....

Date.....

**The next meeting of Locking Parish Council will be the Annual Meeting of Locking Parish Council at 6:30pm in Locking Parish Hall on Thursday 9<sup>th</sup> May 2019.**

DRAFT