



# LOCKING PARISH COUNCIL



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## Minutes of a Meeting of Locking Parish Council held on Thursday 3<sup>rd</sup> October 2019 at 7:30pm in Locking Parish Hall, Grenville Avenue, Locking

Meeting opened: 7:30pm

Meeting closed: 9.40pm

**Present:** Councillors: J Keate (Vice Chairman) P Fowler, P Lacey, Mrs W Ashdown, W Bearsby, Ms J Roberts, E ap Rees, Mrs J Searle, A Hetherington

**Also in attendance:** The Clerk, Unitary Cllr Terry Porter from 7.55pm, 1 member of the Press & 3 Members of the Public (MOP)

### MATTERS FOR DECISION

**Vice Chairman took the Chair in the absence of the Chairman**

**C115 To receive Apologies for absence and to approve reasons where appropriate –**  
Chairman Cllr P Jones, Cllr L Mason, Unitary Cllr M Solomon, Mr C Dumbell

**C116 To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.**

Cllr Bearsby signed the Declarations of Interest register in relation to Min Ref C126 a,b

Cllr Lacey signed the Declarations of Interest register in relation to Min Ref C126 a,b

Cllr Keate signed the Declarations of Interest register in relation to Min Ref C126 a,b

### PUBLIC PARTICIPATION

**C117 To receive and hear any person who wishes to address the Council, upon prior notice being received.**

- a) Unitary Cllr/Liaison Officer Report – Cllr Solomon reported on the following:  
Meeting with site manager of Persimmon and one of our Police Officers on 12 Sept to discuss the bikers on the Persimmon site. The had visited but found it hard to pin the bikers down without their own bikes to chase them. The trespass is a civil matter and would need to be pursued by Persimmon which they are reluctant to do. They did try to block the path with a container but the bikers cut through it. The Police have promised to visit and try and get the bikers to stop. If we need to go for a noise complaint then this will need to be done formally and monitored over time. I have scheduled a follow up meeting on the 24 October.
- b) Police Report – No report

### MATTERS FOR DECISION

**C118 To receive and confirm the Minutes of the meeting held on 5<sup>th</sup> September 2019**

**RESOLVED:** That the Minutes of the Council meeting held on 05/09/2019 (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.

**C119 Finances:**

- a) To receive and approve monthly expenditure for September 2019
  - i. Agreed (*signed by Cllr Lacey*)
- b) To receive and note the Bank Reconciliation for August 2019.
  - i. Noted (*signed by Cllr Lacey*)
- c) To receive and agree any Grant applications.
  - i. None received
- d) To receive and note the Notice of conclusion of Audit - Annual Governance &

**Accountability Return for the year ended 31 March 2019. Noted.** Clerk to write letter to former Clerk Mr O'Doughty to thank him for his hard work.

- e) **New Bank Account for the protection of eligible deposits:** To receive an update from the Working Group – Deferred to November Meeting

**C120 Chairman's Report 3 October 2019:**

Another busy month has passed, where does the time go when we are enjoying it?

- I am pleased to welcome two new Councillors to the Parish Council, I am sure that both will enjoy their involvement in Council business and I look forward to their contribution and support on our committees and working groups. I am conscious that we have still have not elected our various committees but I hope together we can address this issue in the coming months.
- I am able to report that a following a brief review of our Co-option procedures it is confirmed that as a Council we are compliant with our current policies. The Co-option file has been examined; all application forms held within are relevant. I intend to conduct further reviews with the assistance of our clerk of standing orders, policies and procedures in order to ensure that they remain up to date and relevant. All reviews, revisions and actions will be annotated to confirm compliance.
- I have also recently attended a Cyber Protection Briefing which was arranged by Avon Local Councils' Association being held at Chew Magna. The briefing was delivered by Avon and Somerset Police, it confirmed my opinion that our Cyber security was of an acceptable standard, we are protected and supported by our contracted IT specialist company. Although it must be emphasised that there is further work to be undertaken for GDPR compliance in respect of email accounts and the security of information.
- Following recent email updates in respect of our 'traveller incursion insurance claims' on behalf of Council I wish to record my thanks for the hard work and tenacity that our clerk has demonstrated in achieving such a positive resolution. I am sure that the clerk will later provide Councillors with full details of the outcome of subsequent claims.
- Later this month Councillor Elfan Ap Rees and I will be attending a meeting with North Somerset Council in order to ensure that both NSC and our attendance at the Gladman Appeal is structured, relevant and to the point. Attendance at this Appeal is going to be a steep learning curve for me, I am grateful for Elfan's support in this very important Parish matter.

**C121 Regular Reports:** To receive and note the following regular reports:

- a) **CPRE** – Mr Dumbell reported: We met on 16th September, with David Worskett (Chair CPRE Avonside) and Steve Bridger (Independent Yatton District Councillor). Most items were CPRE domestic matters, but the 3 matters of particular interest to Locking were –
- Demise of the Joint Spatial Plan. I fed in the comments from Elfan on the expanded letter from the Inspectors, whose conclusion confirmed their view that no cosmetic attempt should be made to patch the existing Plan. A letter of acknowledgement has been sent by the Local Authorities that they will not pursue the JSP in its current form, but will seek to work together co-operatively. No timeline has been set yet by either the Inspectors or the Authorities. SB said, in answer to a question from me, that NSC had received no word from Central Govt about whether their bid for Infrastructure money for the Banwell Bypass, Parklands secondary school etc had been successful. He had seen details of a first tranche of successful bidders, but NSC was not among them.
  - Latest NS Housing planning appeals, I mentioned the latest on the Ponderosa/Elm Grove Nurseries (where I have put in my latest set of objections on behalf of myself and CPRE), as well as the objections by LPC and residents to the Reserved Matters application on the Moss land. We also discussed the latest situation on the appeal on the Sanders land at Bleadon - which has many similarities to the Ponderosa appeal - which, having been adjourned in July due to sickness, is due to reconvene in mid October. Georgie Bigg mentioned that a further recent NS success has been the appeal in respect of Land North of Greenhill Road in Sandford (where the landowner/appellant wished to build 85 units); the appeal has been turned down in June - particularly useful as this adjoins land where Strongvox won an appeal, and which was thought to potentially be a good precedent for developers. I have tried to find this decision (18/00034/ATO1 with the original application 17/P/0887/O) but it is not currently on the NS website; Georgie apparently has a copy and I am trying to get her to email it through so that I can distribute it. Dave Gray said that another appeal - on Land North of Youngwood Lane and east of Netherton Wood Lane, Nailsea BS48 4NS - for 450 houses

(18/00046/ATO1) had been heard but no decision as yet made public. NOTE: Both these appeals were against Non-Determination by NSC of the original applications.

- SB said that an NSC decision on the latest BIA planning application was likely now to be November.
- NOVEMBER LPC MEETING: the next CPRE meeting is not till 11 November. As always, I will forward any relevant material to LPC as it arrives.

b) **PC Committees & Working Parties:** None

c) **Locking Parklands Stakeholders:** Cllr ap Rees reported the following:

- This meeting was attended by a good cross section of officers from North Somerset Council, Willmott Dixon and the community groups but was notable for the absence of David Moore and others from St Modwen or Mainstay and also Locking Grove. Our Chairman and Jo also gave their apologies among others.
- We were told St. Modwen have closed down the Shadow Board but no one could confirm that.
- A good portion of the meeting was taken up by the Flowerdown reps who are not at all happy with the internal road diversion across the old parade ground and via Farnborough Road to exit/ enter the site. With poor pedestrian protection and poor visibility at junctions they had a point and it was agreed this needed to be taken up with St.Modwen on H&S grounds.
- There was also comment on the removal of the bridge over the A371 and a petition doing the rounds to replace it. However, Rachel Nation said there had been no comments made to Locking School. NSC said they would look at improving the warning signage for the new ped crossing but a new bridge was out of the question.
- The North/South Link Road is on schedule but only up to the Mead boundary....it seems it might be 2-3 years before connection through to Wolvershill Road as the Mead section doesn't have to be built until a certain number of houses have been completed!
- NSC meanwhile is progressing its own development with plans to use modular construction to prefabricate buildings off site and a target for 30 percent affordable. The first phase is planned for 2020-21 with a second phase to follow.
- There was some discussion around the new schools. First, a new secondary school has been deferred indefinitely due to a lack of funding and the enforced delay with the Joint Spatial Plan. The Housing Infrastructure Fund bid, which would have contributed £30 million to the cost of this school (plus £100 million for the new bypass) has thus been put on hold. instead the authority is reorganising the existing schools and in particular plans to use the new academy in Beaufighter Road (replacing the tech college INSETC) and expansion of Churchill school to meet growth in the area to 2023.
- The new head of the growing primary school was present and commented on the expected parking issues at the current facility with drop offs etc. My comment that children and staff should be walking (in the climate change ethos demonstrated by school strikes and Greta Thurnberg) didn't go down too well, he lives in Portishead! It was commented however that 50percent of the new pupils (16 preschool and 50 in total) don't live in Locking parish so the problem isn't going to go away, even when the new primary is built.
- The next meeting is 23rd January at 09.30, probably at the same venue.

**19.55hrs Unitary Cllr Porter arrived - Agreed to Suspended Standing Orders to discuss Agenda item 10.**

**C122 Flooding – Update & Action as required:**

- a) Update from Unitary Cllr Terry Porter: Site meeting had been held with members of the Working Group, Mr N Bartlett and Sue Munns North Somerset Council. Various options were discussed including a new settlement pond and french drain which could possibly help with the delay in the speed of the water on the run off from the playing field. It did not appear that cleaning the existing attenuation pond would be a help to the existing problem. It was noted that there was no funding available from North Somerset Council towards flood management schemes.  
It was also noted that there had been an improvement since the gullies had been cleared and this could be something LPC could consider partially funding in the future  
A further meeting was to be held with the Working Group, Cllr Porter and Sue Munns towards the end of October.
- b) To consider grants available to install new attenuation pond at OBR playing field – Grant information - Estates Chairman Cllr Paul Fowler updated regarding the Million Pond Project and advised that Cllrs needed to look at the project information, funding from various sources was available for new fresh water ponds but this needed further investigation – **AGREED** to defer to November meeting. Clerk to circulate the information above to all Cllrs.
- c) Consider quotations received for clearing the existing attenuation pond – **AGREED** to defer until after advice had been received from the Ecologist.

- d) Wildlife survey – Clerk updated that the Ecologist had said he would look at the pond today and will advise what can be done etc., this would be at no cost to LPC, but should LPC require further guidance then fees would be payable.

## **Returned to Standing Orders 20.18hrs**

### **C123 1. Planning:**

- a) **19/P/2141/FUL – Land South of former Moss Lands, off Locking Moor Road, Locking**  
Development of drainage swale and associated landscaping on the land south of former moss lands site.  
It was unclear who owned the land where the proposed drainage was to be situated. Also unclear as to where the drainage would be joining the main watercourse/sewer as if it joined the Elm Tree Road/A371 course this would overload and would not be able to cope with the extra water, Locking Village continues to suffer with flooding at this end of the Village. **AGREED** Cllr Porter to follow up with NSC planning for clarification and report back to the Clerk, given the time restraints **AGREED** to delegate to Executive Committee
- b) **19/P/1998/TPO – Locking Parklands, Farnborough Road Locking G46 – 25 Lombardy**  
Poplars – Fell to ground level and replant with up to 30 specimen trees **AGREED** to make the following comments:
  - a) Ensure replacement of at least 25 tree specimen or equal to number removed.
  - b) Confirmation of timescale for replanting – it was noted that the Developer has been very slow with replacement programme elsewhere on the site
  - c) Confirmation of tree species and what size to replace what was there.
- c) **19/P/2190/NMA – Land to the north of Russell Road WSM** Minor material amendment to application 18/P/2245/RM (submission of reserved matters of access, appearance, landscaping, layout and scale for the erection of a new primary school to include nursery, shared community facilities, associated car parking, bin and cycle store, infrastructure and landscape (2no sports pitches including 3G pitch) pursuant to outline application with Environmental impact assessment for large scale major mixed use residential, employment, education and infrastructure development – **AGREED Neutral**
- d) **19/P/1881/FUH – 30 Anson Road Locking** – Proposed two storey extension to the rear elevation to include a rear gable with a second storey loft conversion. **AGREED** Neutral subject to any concerns raised by neighbours
- e) **19/P/2216/FUH – 10 Elm Tree Road, Locking** – Proposed oak and stone external pavilion structure to garden courtyard - **AGREED Neutral**
- f) **19/P/1896/MMA – 100a Elm Tree Road, Locking** - Minor material amendment to application 19/P/1077/MMA (Minor material amendment to planning permission 18/P/2346/FUH (demolition of existing dining room and living room and proposed two storey and single storey extensions) to allow a render and a cement based cladding to be used in place of proposed and existing brickwork) to allow a change to the approved colours/materials for the roofing tiles, external cladding, windows, fascia, gutter, downpipes and other external fittings - **AGREED Neutral**
- 2. **APPEAL APP/D0121/W/19/3229938 – Elm Grove Nursery Elm Grove Locking** –  
To receive an email from Natalie Richards NSC – Noted - Meeting arranged for 23<sup>rd</sup> October with Chairman Cllr Jones and Cllr ap Rees

**C124 Finance Review** – Update from Cllr Bearsby – Cllr Bearsby, Chairman Cllr Jones and the Clerk had completed a mid-year review of the finances. Cllr Bearsby advised that although Insurance Claim for legal costs had been successful there had still been unplanned expenditure with regards to the Playing Field security that had impacted on Reserves, he counselled caution with regards to expenditure for projects and as agreed previously any projects to be actioned under health and safety grounds - Noted

### **C125 Playing Field Old Banwell Road Locking: Update from the Working Group - Noted**

- a) Interim Seasonal Agreement – Locking Park FC in the main had agreed to the terms if the Interim Seasonal Agreement with a minor amendment concerning the responsibility of the grounds after the gates were locked, this matter to be addressed at a later date.
- b) Match and Training Fees – LPFC does not wish to take on the pitch lining and cutting of the pitches being held at the playing field, they would however, continue with this until LPC employed a Groundsperson but only to November. **AGREED** to waive charges until Groundsperson in place.
- c) Grounds Contractor/Grounds Person – To receive draft contract and job specification (previously circulated) – **AGREED** to employ a Groundsperson to line and cut the pitches only for this season. Clerk to advertise the post ASAP

### **C126 Locking Primary School:**

- a) Park & Stride Agreement Update – Chair of School governors had advised that the Agreement would be discussed at School Governors meeting, she also requested a meeting with Chairman Paul Jones to discuss the future use of the car park.

**AGREED** that the Clerk contact Chair of Governors with suitable dates for meeting on Chairman Cllr Jones return.

- b) LPC to consider the suggestion of an agreement with Locking Primary School for the use of OBR Playing fields and to use that agreement in the event of an illegal encampment by travellers. Clerk to contact NSC Officer Spencer Jacobs for advice. – Update – Clerk had contacted Spencer Jacobs who advised if School were willing it would help towards enforcement of illegal encampments under Education Act 1996 – **AGREED** Chairman Cllr Jones to include this item in his meeting with Chair of School Governors.

**C127 Installation of a further chicane type speed control measure on Elm Tree Road:**

- a) Cllr Searle proposed that LPC consider the installation of a further chicane type speed control measure on Elm Tree Road. The one in place in her opinion is too short and does very little to slow traffic if the driver can see there are no oncoming vehicles.
- b) Cllr Searle suggested a further one could be installed between the A371 and Elm Tree Grove. This would slow traffic initially and the existing one, especially if extended, would continue the slowing down. The speed bumps are largely ineffective and often lead to drivers driving on the other side of the road, or the middle to hit them centrally with their vehicle to straddle them, greatly reducing the impact and not reducing the speed by very much.
- c) The speeding along that road and around the bend at Elm Tree Grove was discussed especially when so many children are on the roads at school bus times and walking with parents to school.
- d) Many people walk their dogs along the road and the shortage of pavements along the road coupled with the speed of the traffic is dangerous and an accident waiting to happen.

**AGREED** the Clerk to contact North Somerset Safety Traffic Officer and raise the above.

**C128 Neighbourhood Plan update:**

- a) Delivery of paper copies had commenced 27/09/2019.
- b) Survey went onto LPC website home page with link 30/09/2019
- c) Grant funding – change of use had been agreed. Clerk would be submitting end of grant paper work next week.

**C129 Fracking Policy – LPC discussed and AGREED No Action.**

**C130 Training/refresher training for all Councillors and Clerk – AGREED Clerk to contact ALCA and book course.**

**C131 Clerk's Report**

- a) **Legal costs for illegal encampment** – Clerk reported that Insurance Company had agreed to pay out on both claims less excess total £9805.00. She confirmed that complaints had been raised via her challenge to the original decisions.  
**North Somerset Council Public Health Act 1925 Section 18 Naming of Streets Notice** – Ceris Jones NSC had emailed a site notice for an unnamed road and proposed name of Derek Mead Way – discussed at length and **AGREED** the Clerk to raise the following objections particularly if the road is extended to Locking Parish:
  - There should be a connection with RAF Locking i.e. Squadron Leader names
  - The connection to RAF Locking in the Parish is very strong LPC could forward names that have not yet been used on the Parklands development for consideration.
  - If the above is not to be considered – then it would be more appropriate as Mead Way as opposed to full name.
- b) **Web Scribe** – Clerk reported that appointment to migrate accounts across was booked in for 10 October – the Parish Council office would be closed between 09.30am – 12.00 to accommodate.
- c) **Parish Orderly** – holiday from 5<sup>th</sup> Oct for one week
- d) **NSC Parish Council Summit Sat 12<sup>th</sup> Oct – Invite to attend** – No one available. Clerk to inform NSC.
- e) **St Augustine's Church – Christmas Tree Festival** – Noted
- f) **North Somerset Crisis Recovery Centre WSM – Healthy Weston update** – Noted

**PART II**

**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)*

**C132 Chairman's fund** – Agreed to increase.

**C133 Matters Pertaining to the Clerk:**

- a) A report was given by Cllr P. Lacey (Staffing Committee) re the Clerk's Performance and Probationary period. All the targets were met in full. It was proposed and carried that the Clerk be appointed to the permanent position.
- b) It was also proposed and carried that the Clerk's Performance Management timings be amended to bring into line with the start date of the Clerk, i.e. the first review will be 6 months after the probationary period rather than 12 months, and will then be reviewed annually, This to allow any for any incremental rises to fit in with the original start date.

There being no further business the meeting Chairman closed the meeting at 9:40pm.

Signed (Chairman).....

Date.....

**The next meeting of Locking Parish Council will be at 7:30pm held in Locking Parish Hall on Thursday 7<sup>th</sup> November 2019.**