



# LOCKING PARISH COUNCIL



The Village Hall, Grenville Avenue, Locking, BS24 8AR  
Telephone 01934 820786 E-Mail:- [lpcclerk@talktalkbusiness.net](mailto:lpcclerk@talktalkbusiness.net)

## Minutes of a Meeting of Locking Parish Council held on Thursday 5<sup>th</sup> March 2020 at 7:00pm in The Parish Hall, Grenville Avenue, Locking

Meeting opened: 7.30pm

Meeting closed: 9.20pm

**Present:** Councillors: P Jones (Chairman) J Keate (Vice Chairman) L Mason, P Lacey, Mrs W Ashdown, W Bearsby, Ms J Roberts, E ap Rees, Mrs J Searle, A Hetherington, C Prosser, Cllr P Harris

**Also, in attendance:** The Clerk, 3 Representatives from St Modwen

### MATTERS FOR DECISION

**C215 To receive Apologies for absence and to approve reasons where appropriate –**  
Cllr P Fowler, Mr C Dumbell

**C216 a) To receive Declarations of Interest by PCllrs:**

Cllr Prosser, Cllr Searle Min Ref C224

Cllr J Keate, Cllr P Lacey, Cllr W Bearsby Min Ref C224, C225

**b) To consider any written applications for dispensations:**

A written request for Dispensation had been received from Cllr John Keate in relation to being contracted by Locking Primary School and ELAN to complete ground maintenance. Cllr Keate requested to speak and vote at all meetings of the Council and its Committees where items relating to Locking Primary School and ELAN were discussed for the period equal to the time he serves as a Parish Councillor or 4 years whichever is longer. **RESOLVED to grant Dispensation for a period not exceeding 4 years.**

### PUBLIC PARTICIPATION

**C217 To receive and hear any person who wishes to address the Council, upon prior notice being received.**

a) Representatives from St Modwen - David Moore, Senior Development Manager, Janine Parker, Director Residential Management Team and Chris Hart Residential Property Portfolio Manager had been invited to the meeting to update LPC on developments relating to Parklands.

Mr Moore updated Council on progress of the current Developments along with future plans.

St Modwen had transferred land to NSC for the building of a medical centre

The Spine Road would eventually have commercial properties – similar to a High Street, which would hopefully attract businesses, they were starting to market the land.

'Ski/Snow dome area' as these was no longer going ahead they were looking at alternative developments and working with NSC - a mix of residential/commercial properties.

With the loss of the 'Ski/snow dome facility Mr Moore confirmed the targets for employment were still there, and the Spine Road should attract interest.

Design of the frontage to Parklands – improving accessibility, biodiversity, education/recreational opportunities – it was hoped to submit a planning application towards the end of 2020.

Mr Moore in reply to a question of assisting LPC with the enhancement of the playing field said he would be happy to take a look at the LPC plans, Mr Hart would be in contact regarding saplings for the proposed woodland site at the playing field.

Janine Parker advised that a change to the CIC recently had given time to take stock, put community engagement in place and that VANS had been appointed to assist with this – this should start April/May 2020.

Chairman thanked the representatives for their attendance and they left the meeting at 8pm.

b) Unitary Cllr/Liaison Officer Report – No report received

c) Police Report – Report Noted.

## MATTERS FOR DECISION

### **C218 To receive and confirm the Minutes of the meeting held on 6<sup>th</sup> February 2020**

**RESOLVED:** That the Minutes of the Council meeting held on 06/02/2020 (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.

### **C219 Finances:**

- a) **To receive and approve monthly expenditure for February 2020 Agreed (signed b Cllr Bearsby)**
- b) **Bearsby)**
- c) **To receive and note the Bank Reconciliation for January 2020. Noted (signed by Cllr Bearsby)**
- d) **Bearsby)**
- e) To receive and agree any Grant applications – None received
- f) To approve transfer of funds into Nationwide Savings Account – **RESOLVED** to transfer £55,000. from Unity Trust Bank to Nationwide Saving Account as per FSC regulations
- g) To receive an invoice for the amount of £ £804.61 inc VAT from Veale Wasbrough Vizards LLP for the reviewing/advising on draft lease for Longton Grove – Locking Surgery. The Clerk advised that she had spoken with the Surgery Practice Manager who agreed that the bill should be shared equally – **RESOLVED** to pay sum of £402.30
- h) To receive annual subscription invoice for the sum of £40.00 for CPRE – **RESOLVED** to pay £40.00
- i) To receive invoice for the sum of £210.00 inc VAT from Vision ICT for website training and Administration – **RESOLVED** to pay £210.00 inc VAT

### **C220 Regular Reports:** To receive and note the following regular reports:

- a) **CPRE** – AGM held at Hutton Village Hall on 27 Feb 20 was well attended
- b) **PC Committees & Working Parties:** No reports
- c) **Locking Parklands Stakeholders:** No reports

### **C221 Planning:**

- a) **19/P/2915/LBC – 10 Elm Tree Road Locking** - Replace existing skylight to single -storey rear extension with roof lantern **RESOLVED** Neutral
- b) **19/P/3117/FUL – Devils Elbow Farm, Hillend Locking** – Conversion of an agricultural building to 3no. dwellings (pursuant to 16/P/1381/CUPA **RESOLVED** Neutral
- c) **20/P/0185/HHPA – 6 Adastral Road, Locking** – Prior approval request for the erection of a single storey rear extension - Noted
- d) **20/P/0223/TPO – Parklands Educate Together Primary, 1 Russel Road Locking** – G1- Conifers-Fell and replace. **RESOLVED** Clerk to contact Trees Officer for further details and update at the next available meeting – Hall, Park & Green Committee Meeting to make any required comments
- e) **20/P/0104/RM** – Land at 5 Bartletts Way and land to the North of Bartletts Way/Leafy Way Locking – Reserved matter application for landscaping for the erection of 8no. dwellings, pursuant to outline permission 17/P/5572/OUT (allowed on appeal under ref: APP/DO121/W/18/3199616) **RESOLVED** Neutral

### **C222 Projects for 20/21- subject to Finance Committee scrutiny.** The Clerk made it clear that this item could not be deferred again. Projects and costing to be submitted to Finance Committee for their next meeting on 17<sup>th</sup> March 2020

#### **Hall, Park & Green Committee – Confirmed at their last meeting:**

- Picnic Table 1no. Wheelchair Access picnic table plus root fast fixing kit and tools
- Picnic Table 2no. plus root fast fixing kit
- Public lighting in the Park – install 3no. columns, inc trenching and restoring footway, replacing 1no. column Grenville Ave – concrete cancer.

#### **Estates confirmed at their last meeting:**

- OBR Playing Field Enhancement Sub Committee - £1000 to allow the sub-committee to continue with public consultation/investigations/admin

**Items put forward for consideration by individual Cllrs:**

- Planters/Planters – 24 planters and plants to continue with project through-out village
- OBR Playing Field Car Park and footpath – Public Lighting to install 3no columns (approx.) for safety issues from car park down footpath to school.
- OBR Playing Field Enhancement Sub Committee – A sum set aside to assist with match funding of Projects
- Investigation of Flooding and potential installation of attenuation pond – Sum set aside for consultations fees and any further surveys to be carried out.

**C223 Annual parish Assembly – RESOLVED** to move date from 23 April 2020 to 14 May 2020

**C224 Review of Policy Documents** – Cllr Ashdown and Cllr Harris volunteered to review LPC Policy Documents along with the Executive Committee – date and time tbc

**C225 Notice Boards – RESOLVED** that the Clerk purchase 2no. notice boards to replace the existing at Elm Tree Road and the Orchard from 2019/20 projects funding set aside for this of £1500. It was noted that there were new notice boards waiting installation at Locking Parklands – Clerk to make contact with Janine Parker to find out when and where they were due to be installed and request permission to post LPC notices to them

**C226 Staff Committee – RESOLVED** to set up a Staff Committee as per advice from ALCA (11 Jan 20), for continuation purposes until May 2020 SWG members Exe Com plus Cllr Lacey and Cllr Roberts to be appointed to this committee) Terms of Reference to be drawn up

**C227 Flooding:**

- a) To receive update on the Topology Survey carried out by Infomap Surveys and Mapping Ltd – Mr Flew is still working on the survey and should be available to the Council at their next meeting in April.
- b) To receive quotation from Consulting Engineer, to formulate an approach of how the storm flows might be estimated, and to identify in more detail the major causes of the flooding and to advise of any possible steps that might be taken to give some flood alleviation at minimum cost – only one quotation had been received – **AGREED** to accept quotation from Mr Dennis Gedge, Consulting Engineer for the sum of £400 plus VAT.
- c) Locking Primary School – LPS had kindly offered to contribute £150 to the topology survey which included the school's drainage system – Council thanked them for this contribution.
- d) LPS had requested that information from the survey be shared with the School – **AGREED** that the information relating to the school drainage be shared with LPS

**C228 Extended Learning Academies Trust** – To receive a letter from Lynn Winters Head of Business Operations regarding arranging a follow up meeting to discuss ideas, practical solutions to car parking issues and the proposed future of Old Banwell Road playing field – **AGREED** that Clerk contact Lynn Winters and set up a meeting – attending will be ELAN Working Group – Cllrs E ap Rees, Cllr Ashdown, Cllr Searle

**C229 VE Day Celebrations** – brief written report from Cllr Fowler:

- a) Parish Hall is booked for the event from lunchtime to midnight
- b) Disco has been organised for the afternoon and evening – themed disco in the evening start time 7.30pm tickets approx. £5, contacting Coach House to supply the bar.
- c) Afternoon Tea Dance 2.30-4.30pm (3pm toast to the Queen) Contacting Parkside Café re scones etc., this will be a free event
- d) A grant will be required to pay for disco etc., Clerk advised that LPC could pay for this event under Local Government ACT 1972 Sec 145 – Entertainment and the Arts – Provision of Entertainment and support for the arts including festivals and celebrations
- e) Cllrs interested in volunteering to help please contact Cllr Fowler directly.

**C230 Clerk's Report:**

- a) **Coronavirus Planning:** Gov link circulated. Planning document circulated – **AGREED** to put on website and notice boards
- b) **Changing Rooms:**
  - i. Cleaner reported a hole in the roof of the changing rooms, benches are wet and there is a bow in the ceiling – photos circulated. **AGREED** that Clerk contact a builder for quotation to repair roof/ceiling

- II. He also reported that the radiators were leaking when he put the heating on and 8 out of the 10 were not heating up – the Clerk has asked him to bleed them to see if any air is in the system and to report back. Boiler is working fine.
- III. Clerk advised that a full inspection needed to be carried out and a list of works made ASAP.
- c) **A371 Road closure** – Depending on the weather there is a risk that not all works will be completed on time and that they will need to extend the closure for Monday day If this happens the A371 will be open at peak times on Monday day (06.00-09.30 and 15.00-18.30)and closed on Monday 9<sup>th</sup> between 09.30-15.00hrs.
- d) **Mendip Rise** – Traffic Calming – work provisionally booked for 23/03 – weather permitting
- e) **Park** – cycle racks installed
- f) **Road Closure – Canada Combe** from 25 March – previously circulated – Noted and to be added to website
- g) **NSC – Parking Restriction** – circulated – **AGREED** to put forward Junction with Elm Tree Road and Old Banwell Road, vehicles parking close to this junction are causing heavy vehicles including buses to mount the pavement – the pavement is now in a poor state of repair as is the road surface.
- h) **NSC – Parking charges** – Circulated – Noted – Cllrs can submit their own observations as an individual
- i) **NSC – Tree Planting** – first 5000 planted – circulated- Noted
- j) **Wessex Flood Resilience Team** – BANES Prepared Resilience Day 19 March – **AGREED** Cllr C Prosser to attend.
- k) **NALC** – Research on Dementia in local (parish/town) councils- what can we do to help/support as a council – survey to complete. **AGREED** Clerk to complete the survey

There being no further business the meeting Chairman closed the meeting at 9.20pm.

Signed (Chairman).....

Date.....

The next meeting of Locking Parish Council will be at 7:30pm held in the Parish Hall on Thursday 2<sup>nd</sup> April 2020.



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Minutes of a Meeting of Locking Parish Council held on Thursday 5<sup>th</sup> March 2020  
at 7:00pm in The Parish Hall, Grenville Avenue, Locking

Meeting opened: 19.00hrs

Meeting closed: 19.14hrs

**Present:** Councillors: P Jones (Chairman) J Keate (Vice Chairman) L Mason, Mrs W Ashdown, W Bearsby, Ms J Roberts, Mrs J Searle, A Hetherington, C Prosser

**Also, in attendance:** The Clerk

## MATTERS FOR DECISION

**C212 To receive Apologies for absence and to approve reasons where appropriate –**  
Cllr P Fowler, Cllr E ap Rees

**C213 To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations**

### **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.

**C214 Co-option: There are 3 vacancies on Locking Parish Council following the 2019 Elections and the Parish Council is under a duty to fill this vacancy by co-option. Members to decide on co-option following an interview with potential candidate(s):**  
An interview took place with Mr Philip Harris and it was **AGREED** that Mr Harris should be elected to the office of member for Locking Parish Council. Cllr Harris signed his Declaration of Office at the meeting. ROI to be completed separately  
Voting: 8 for, 1 abstain

**There being no further business the meeting Chairman closed the meeting at 7.14pm.**

Signed (Chairman).....

Date.....

