

**Minutes of a Meeting of Wrington Parish Council  
held in the John Locke Room on Wednesday 17 June 2015**

Present: Cllr D Glynn (Chairman)  
Cllr G Bigg  
Cllr G Lankester  
Cllr P Ledbury  
Fiona Burke (Clerk)

Cllr D Robertson  
Cllr B Taylor  
Cllr D Woolf  
Cllr D Yamanaka

In attendance: Leo Taylor, NSC Parish Liaison Officer

---

1. To receive apologies for non-attendance and to approve the reasons where appropriate.  
Apologies were received from Cllr Rawlins (illness) and Cllr Fowler (personal commitment).
2. To receive any declarations of Disclosable Pecuniary Interests (DPI) related to agenda items and to receive any amendments to the register of interests.  
No declarations of interests were received.
3. To confirm and sign as a true record the minutes of the meeting held 20 May 2015.  
The minutes were reviewed and signed as a true record.
4. To adjourn the meeting for Public Participation.  
No members of the public were present.
5. To receive a report from the Police representative, if present.  
A brief report was received.  
The new traffic light scheme on the A38/Downside Road junction was discussed as Councillors had reported several incidents of vehicles turning right from the A38 and into Downside Road, creating a potential hazard. It was felt that improved signage was needed to stop people from attempting to turn right.  
**Action:** The Clerk to write to NSC and police. The Chair also agreed to contact Bristol Airport.
6. To note items of correspondence received and requiring possible action
  - Letter from Wrington Lawn Tennis Club inviting the Council to their 21<sup>st</sup> anniversary event to be held 21 June 2015 at 1.30pm in the Tennis clubhouse. Cllr Yamanaka expressed an interest in attending this event.
  - Email from Cleve Parish Council concerning a proposal to the Bristol Airport Local Community Fund in relation to the use of S106 related funding by NSC for enforcement action on unlawful car parking sites, with it suggested that this should only be supported if any funding provided is replaced in full by Bristol Airport.  
It was agreed to re-iterate the Council's previous comment on this issue and to agree in principle to support Cleve Parish Council's proposal.  
**Action:** The Clerk to write to Richard Kent, NSC, confirming the Council's position and policy decision.

- Letter from the English Rural Housing Association concerning the Government's intention to extend the 'Right to Buy Policy' to Housing Associations.  
It was agreed to write to Liam Fox MP confirming support for English Rural Housing and advising that the Council shares its concerns about the Government's proposal to extend the Right to Buy Policy to housing associations.  
**Action:** The Clerk to write to Liam Fox MP.
- Email from NHS North Somerset CCG enclosing a consultation feedback report related to the 'Procurement of community health services in North Somerset' consultation, which closed 24 April 2015.  
This was noted.

7. To receive the Clerk's report.  
The report was received and noted.
8. To receive the Finance Report and to authorise payments recommended for approval. Copies of the report circulated separately.

Approval for the following payments is sought:

Memorial Hall – grant, 1st quarter 2015/16	£3,000.00
Felton Village Hall – grant 2015/16	£400.00
DCK Beavers Ltd - Annual Accounts 2014/15 year end preparation	£913.08
Bin-It – dog bin emptying 4 May-3 June	£269.04
Russell Play – replacement part for Zip Wire play equipment	£115.61
Greenslade Taylor Hunt - rent for Glebe Field, 2nd quarter 2015/16	£100.00
North Somerset Council – monthly inspection of play areas, May	£28.80
HMRC 1 <sup>st</sup> quarter NI and tax	to be calculated
Mark Lillyman – cleaning of Broad Street, June	to be calculated
Parish Orderly's salary – June	£208.00
Clerk's salary - June	to be calculated
Assistant Clerk's salary - June	to be calculated
Assistant Clerk – travel to noticeboards during 1 <sup>st</sup> quarter 2015/16	£9.00

**Resolved:** To approve the payments as proposed. Cllr Bigg proposed approval and Cllr Taylor seconded the motion, all in favour, but with any grant for Felton Village Hall to be held pending receipt of accounts.

9. To receive and consider reports from:
  - a. District Councillor, Cllr Yamanaka  
A report had been received and was noted.
  - b. NE ward/Redhill, Cllr Fowler  
No report had been received.
  - c. Twinning Association, Cllr Rawlins  
Cllr Rawlins had previously circulated the minutes of the last Twinning Association meeting.
  - d. Wrington Sports & Social Club, Cllr Glynn/Cllr Woolf  
No report was received. Cllr Glynn reported that a drawing showing possible alterations to the changing rooms to meet the league requirements had now been provided and would be circulated to Members. He advised that the Football Club is aware that any structural changes in the Pavilion would be at

no cost to the Council and would need to comply with fire regulations.

10. To receive and consider reports from Working Groups:

- a. Finance, Cllr Rawlins  
The finance report was received.
- b. Environment, Cllr Bigg. No report had been received.
- c. Highways, Cllr Ledbury. No report had been received.

11. To note and approve the Council's accounts for the year 2014/15 as prepared and submitted by DCK Beavers Ltd and to approve the Accounting Statement and Annual Governance Statement for the Annual Return in advance of submission to the External Auditor.

**Resolved:** To approve the Accounting Statement and Annual Governance Statement.

Cllr Taylor proposed approval and Cllr Bigg seconded the motion, all were in favour. The relevant documents were then signed by the Chairman and Clerk in advance of submission to the External Auditor.

12. To consider the following recommendations by the Finance Group.

- To agree that as Council policy wayleave payments will not be made in relation to street lights on wall or pole mounted installations.  
The Council discussed the issue at length.  
**Resolved:** It was unanimously agreed that the Council's policy is to not make wayleave payments in relation to street lights.
- To note the Council's obligation to make provision for pension contributions for the Clerk and Assistant Clerk with effect from 1 June 2016 with further details on the requirements now to be explored.  
This was noted. Cllr Lankester reported that he had experience in this field and felt strongly that an expert would be needed to help set this up.  
**Action:** The Finance group to undertake research into staff pensions, with this to be further considered after the summer.
- To request that a full set of the annual accounts for Redhill village should be provided, signed by the trustees, before any grant is paid to the Redhill village hall, as recommended by the Internal Auditor.  
**Resolved:** To request a set of audited accounts, signed by trustees, and as recommended by the Internal Auditor.  
**Action:** The Clerk to write to Redhill Village Hall requesting the accounts and including the wording from the auditor's report and with some guidance concerning what information should be provided.
- To agree to proceed with refurbishment of the multi-play item and two swing sets in the Church Walk play area by GB Sport & Leisure at a cost of £2,673 plus VAT.  
**Resolved:** It was unanimously agreed to proceed with the work and to place the order with GB Sport & Leisure.
- To agree to renew the Council's 2015-16 subscription to the Parish Councils Airport Association (PCAA) at a cost of £50.  
**Resolved:** All Councillors agreed to renew the PCAA 2015-16 subscription.
- To agree to the purchase of gloves, shears, secateurs and a blade sharpener for use by the Orderly at a cost of £60.37.  
**Resolved:** All Councillors were in agreement with these purchases.

13. To consider a proposal that the Council should make an arrangement with a suitable contractor for the limited cutting of roadside verges and hedging should this be considered necessary at any time for local road safety reasons, as is the case with other councils.  
Councillors agreed that NSC should be pressed to undertake this work as it is part of their highway maintenance duties, however the work currently isn't being done often enough or at all in some places. Cllr Glynn indicated that he would discuss this with possible local contractors to explore the level of interest, availability and potential cost.
14. To note that with five years' service completed during the course of the current year the annual leave allowance for the Clerk and Assistant Clerk will be increased in accordance with their contracts of employment.  
This was noted and agreed.
15. Consultations:
  - Draft Education Provision in North Somerset – A Commissioning Strategy 2015-18  
[http://consult.nsomerset.gov.uk/consult.ti/EducProv\\_CommStrat/consultationHome](http://consult.nsomerset.gov.uk/consult.ti/EducProv_CommStrat/consultationHome)  
Closing date for responses 3 July 2015. This was noted.
16. Memorial Hall – to consider requests to serve alcohol as follows:
  - Request to serve alcohol in the Memorial Hall on Saturday 1 August 2015 for the annual Minibus Society lunch.  
**Resolved:** All Councillors agreed to the request.
17. To receive matters for information and items for possible consideration at the next meeting of the Council, to be held Wednesday 15 July 2015.
  - Cllr Bigg reported that the CCG are currently going through a procurement programme, with the North Somerset Community Partnership and Somerset Partnership NHS Foundation Trust still in the bidding process. She also reported that new posts have been created within GP surgeries called Community Care Advisers. These are in post to create care plans for the over 75's as is now required.
  - Cllr Ledbury questioned the legality of the large estate agent's for sale sign positioned at the Station Road entrance to the old doctor's surgery.
  - Cllr Yamanaka questioned the tennis club lease renewal.

There being no other business the meeting was closed at 9.30pm

**Chairman**