

PUXTON PARISH COUNCIL

Puxton & Hewish

Clerk: Donald Hill

18 Mitford Slade Court, Mendip Road, Yatton, Somerset BS49 4JG
Tel: 01934 835578 Mobile: 07774 125578 e-mail: clerk@puxtonparishcouncil.org.uk
Website: puxtonparishcouncil.org.uk

You are summoned to a Council Meeting on October 3rd 2019

All meetings are held at 7.30pm in the Village Hall unless stated otherwise

All are welcome, unless precluded by a procedural resolution. You will not be entitled to speak, except within the Public Session

Don Hill - Clerk

AGENDA & AGENDA NOTES

We have vacancies for two Councillors - contact the Clerk or a Councillor, in the first instance, to apply

- 1 **APOLOGIES FOR ABSENCE** - The Clerk (Cllr Redding has offered to take the minutes)
- 2 **DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 3 **PUBLIC SESSION - 15 minutes:** Residents may raise matters affecting the parish.
- 4 **MINUTES OF LAST MEETING** - 5th September 2019 - to be agreed, and signed by the Chair.
- 5 **MATTERS ARISING NOT DEALT WITH ELSEWHERE**
- 6 **PLANNING** Latest Enforcement Report June 2019 : Applications post agenda & prior to meeting to be added
Decisions Due: **19/P/0815/FUL** Puxton Park car park. **19/P/0704/FUL** J21 Park & Ride. **19/P/0723/OUT** Full Quart. **19/P/1448/FUL** Wick Lane Barn. **19/P/1889/FUL** Pool Farm - from 4 to 2, self-contained dwellings.
- 7 **OTHER MATTERS**
Holy Saviour Church: Congresbury church office say they will keep the churchyard tidy in Sept/Oct and review the situation in Spring. They are likely to contribute via volunteers rather than in cash. Clerk to re-activate next March.
Wyndham Grange Lights: Update from Cllr Howard.
- 8 **COUNCILLORS' REPORTS**
- 9 **FINANCE**
2019-20 Accounts: pre-circulated with meeting papers.
2018-19 Audit: External Audit completed; no issues to action. Paperwork circulated to Members and posted to Web 15th September.
Cheques: **246** PKF Litteljohn LLP re External Audit, £240. **247** Adrian Leonard re parish maintenance, £160.
- 10 **ONGOING ITEMS BEING MONITORED BY CLERK**
Puxton Lane Grip in hand via area officer.
Puxton Rd/Lane junction: sign re-siting on job list... but in queue.
Wick Lane: Gully outside Manor Farm floods. Update report due.
Wick Lane Rail Bridge: damaged road signs on both sides - update due.
Maysgreen Lane: road sign and finger post at Puxton Rd damaged: on job list for repair.
Maysgreen Lane Cheese Factory 'temporary' edge repair on job list.
A370 Footpath: More effective flailing of hedges being pressed for - to optimise width between curb and hedge. Clearance of footpath to gain width for wheelchairs is an acknowledged but unaffordable need - the result of NSC neglect over many years.
Puxton Rd Drainage at Wyndham Grange: on job list.
Council Houses Gully 30metres jetted Sept 23rd: still not clear. CCTV survey booked.
New Oldbridge River Bridge: **Timetable due**
A370 Central Refuge: On current year job list. £4300 expected to be PPC contribution from this year's capital budget.
Puxton Rd 30mph/Puxton Road/Lane Triangle Re-Engineering: The speed check (around 42mph average) did not trigger NSC involvement in funding a speed limit. Triangle re-engineering is envisaged to be removing the triangle, widening the verges on either side (to include re-siting the finger post), and thereby narrowing the Puxton Road access - effectively forming a 'village gate'. This would maintain the sense of Village while optimising the safety of junction. A 'wild guess' at £30,000 for the total project puts it into the realm of strategy, rather than medium term possibility, given the current financial conditions of both the Parish Council and NSC.
- 11 **DATE OF NEXT MEETING**
November 7th 2019 at 7.30pm in the Village Hall.

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Minutes of the Parish Council Meeting of 5th September 2019

All meetings are held at 7.30pm in the Village Hall unless stated otherwise

Present: Cllrs Jim Corbett (Chair), Lynda Redding, Jim Howard

In Attendance: Don Hill (Clerk)

Public Attendance: 1

097/19 APOLOGIES FOR ABSENCE - Cllr Clayton Penfold. Cllr Treadaway (NSC)

098/19 DECLARATIONS OF INTEREST AND DISPENSATIONS - None

099/19 PUBLIC SESSION - None

100/19 MINUTES OF LAST MEETING - 4th July 2019 - were agreed, and signed by the Chair.

101/19 MATTERS ARISING NOT DEALT WITH ELSEWHERE - None

102/19 PLANNING (*Latest Enforcement Report June 2019*)

New: 19/P/1889/FUL Pool Farm - Change of use, from 4 to 2, self-contained dwellings. No objections.

Due: 19/P/0815/FUL Puxton Park car park. 19/P/0704/FUL J21 Park & Ride. 19/P/0723/OUT Full Quart. 19/P/1448/FUL Wick Lane Barn.

Approved: 19/P/1243/FUL: Manor Farm caravan storage. 19/P/0787/FUL: Stonebridge Farm - Stables.

Withdrawn: 19/P/1469/FUH Round Pond Garage.

103/19 OTHER MATTERS

Holy Saviour Church: Cllr Redding reported that there had been further community work done to clear the hedges and edges, and that more is planned. To gauge the extend of the grass maintenance problem Cllr Redding did an initial strim to get the grass down to a manageable height, and Tim Beacham has done a fortnightly strim during July and August. Each strim is a full day's work and the costs for July and August were noted as due for payment per Minute 105/19 below. The meeting was reminded that Holy Saviour Church itself is in the care of The Churches Conservation Trust (*visit <https://www.visitchurches.org.uk/> for details, which includes a detailed calendar of 'what's on' activities and events that provide much food for thought*). Because the churchyard is still an operating burial ground it is the responsibility of the Parochial Parish, which falls under the jurisdiction of St Andrew's Church in Congresbury. For this reason, Cllr Redding is liaising with the Vicar to establish an affordable way of ensuring a long term maintenance programme. St Andrews has a rota of volunteers (*from a population some 14 times larger than that of Hewish & Puxton*) to care for its churchyard. Volunteers, contributions from extant families with plots in the graveyards, contractor maintenance (the trimming element of this would cost £1500 based on cuts fortnightly between April-September), fund raising events, or a mixture of all these and more are under consideration. The possibility for some budgeted contribution from this Council was also mooted. Cllr Redding undertook to progress her discussion with the Vicar and report progress back to Members.

Wyndham Grange Lights: might be better angled to avoid dazzling traffic. The lights are off the road and only come in when activated from within the yard. Cllr Howard will take up with the complainant.

Policing: PSCO reports that there has not been a spate of burglaries, just the one mentioned in July.

Puxton Road/Puxton Lane junction: becoming increasingly unsafe, prompting calls for action. See earlier Minutes as under:

June 2018 - Minute 74/18

Traffic Management at Puxton Lane/Road Triangle: *The speed of current traffic poses a potentially serious danger to drivers. We have an old fashioned country triangle that used to be accessed cautiously from all directions. Today it is increasingly a rat run for preoccupied and urgent commuters. A collision - especially from those turning towards the bridge and those coming from the bridge into Puxton Road - is sure to happen eventually. Is there some form of one-way system that can be clearly signposted such that traffic can be both clearly managed through this hazard and can clearly understand the potential danger of it? Clerk to investigate and report back.*

July 2018 - Minute 82/18

Traffic Management at Puxton Lane/Road Triangle: *NSC suggest that the only solution to mitigate the danger issues, would be to do away with the triangle and have an ordinary junction (the finger post to be re-located). The meeting felt this would be too drastic an alteration that would have a negative impact on the essentially 'village' character of the area around Holy Saviour and the Village Green. They agreed that no further action be taken, but that the situation be monitored.*

Members remain concerned that removing the triangle will despoil the essential village character of this spot that includes attractive properties, the village green and Holy Saviour Church. **Clerk to go back to NSC and follow up on signage and traffic management options (including a 20mph or 30mph speed limit) that might achieve calmer and safer driving profile and a more secure environment for non-driving road users and residents.**

Wick Lane Rail Bridge Road Signs: damaged signs on both sides have been reported to NSC.

104/19 COUNCILLORS' REPORTS

Cllr Redding: The pitch section of the Village Hall roof will be replaced with new between September 9th and 19th. Daytime hirers have been warned that the hall will not be available during these repairs, which it is essential to get done before the winter sets in. *(Clerk's note: It must be noted that, beyond the immediate cash available from the Hall Fundraising Account, the urgent need of these repairs has led to some £5000 being underwritten by a family within the parish - for which we must, of course, be hugely grateful).*

Cllr Corbett: raised several issues re Minute 106/19 below. **Clerk to submit an update on each item for the October 3rd meeting.**

105/19 FINANCE

2019-20 Accounts: pre-circulated with meeting papers, reviewed and noted.

2018-19 Audit: External Audit completion due.

Cheques: **242** APS Parish Maintenance £320. **243** HMRC PAYE £158.40. **244** Tim Beacham £480. **245** NSC May 2nd Election £45.

Bank Mandate: Update completed via HSBC Clevedon.

Financial Regulations: Updated via NALC Model and pre-circulated. Reviewed and approved.

106/19 ONGOING ITEMS BEING MONITORED BY CLERK

Puxton Rd Drainage at Wyndham Grange: on job list : **Puxton Lane Grip** in hand : **Puxton Rd/Lane junction:** sign re-siting : **A370 Footpath:** 1st section start date due - Cllr Treadaway pursuing. **A370 Central Refuge:** Confirmation & timetable due : **New Oldbridge River Bridge:** Timetable due : **Puxton Rd 30mph/speed bumps:** pursue : **Maysgreen Lane:** signs at Puxton Rd : **Maysgreen Lane** Cheese Factory edge repair to be re-done : **Council Houses Gully** improved but not fully clear of flooding : **Wick Lane:** Gully outside Manor Farm floods. NSC investigating.

Completed: Holy Saviour Church: footpath bridge repair.

107/19 DATE OF NEXT MEETING

October 3rd 2019 at 7.30pm in the Village Hall. Clerk will be away. Cllr Redding to Minute.

The meeting closed at 8.45pm

PUXTON PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2019 - 31st March 2020 (Precept £7400.00 : No CT Support Grant)

DATE	ITEM	CH	BANK		BALANCE	Stmnt	NOTES	GENERAL FUND EXPENSE ANALYSIS									TOTALS	VAT	OPERATING FUNDS			
			IN	OUT				Clerk	Clk/Cllr	Hall	Parish	Ins/Subs	Pub- -licity	Community Fund	Other Costs	Web site			Election Pro	Capital Prov	General Fund	Total Op Funds
-2020								Exp	Hire	Maint	Audit	-	Fund	Costs	Site							
Apr 1	Funds Bought Forward				14,350.74														2000.00	5601.00	6749.74	14350.74
	Less H & P Community Fund				1,567.96																1,567.96	1,567.96
	OPERATING BAL B/F				12,782.78														2,000.00	5,601.00	5,181.78	12782.78
Apr 4	ALCA	100237		58.30	12,724.48	70						58.30										58.30
	NSC 1st Half Precept	BACS	3700.00		16,424.48	70													250.00	250.00	3,200.00	
	Clerk's net pay & expenses	SO		245.50	16,178.98	70		211.20	34.30													245.50
	H&P Village Hall Hire	SO		22.92	16,156.06	70	AGREES			22.92												22.92
May 9	Clerk's net pay & expenses	SO		245.50	15,910.56	71		211.20	34.30													245.50
	H&P Village Hall Hire	SO		22.92	15,887.64	71	AGREES			22.92												22.92
Jun 6	Clerk's net pay & expenses	SO		245.50	15,642.14	72		211.20	34.30													245.50
	H&P Village Hall Hire	SO		22.92	15,619.22	72				22.92												22.92
	Philip Smith - Internal Audit	238		59.50	15,559.72	72						59.50										59.50
	HMRC re PAYE Apr/May/June	239		158.40	15,401.32	72	AGREES	158.40														158.40
Jul 4th	Clerk's net pay & expenses	SO		245.50	15,155.82	73		211.20	34.30													245.50
	H&P Village Hall Hire			22.92	15,132.90	73				22.92												22.92
	Vision ICT re web provisions	240		84.00	15,048.90	73									84.00							84.00
	Laurence Holmes Solicitors	241		1561.00	13,487.90	73								1,561.00								1,561.00
	Add back Community Fund		1567.96		15,055.86	-	AGREES															1,567.96
Aug 1	Clerk's net pay & expenses	SO		245.50	14,810.36	74		211.20	34.30													245.50
	H&P Village Hall Hire	SO		22.92	14,787.44	74				22.92												22.92
Sep 5	NSC 2nd Half Precept		3700.00		18,487.44	74	AGREES												250.00	250.00	3,200.00	
	Clerk's net pay & expenses	SO		245.50	18,241.94			211.20	34.30													245.50
	Adrian Leonard July/Aug Maint	242		320.00	17,921.94					320.00												320.00
	HMRC re PAYE Jul/Aug/Sep	243		158.40	17,763.54			158.40														158.40
	ICO GDPR Fee for 2019-20	DD		35.00	17,728.54						35.00											35.00
	Tim Beacham St Saviours	244		240.00	17,488.54					240.00												240.00
	NSC re Election costs	245		45.00	17,443.54										45.00					45.00		45.00
Sep 16	PKF Littlejohn LLP Ext Audit	246		240.00	17,203.54						240.00								40.00			240.00
Oct 3	Adrian Leonard Sept Maint	247		160.00	17,043.54					160.00												160.00
	Clerk's net pay & expenses	SO		245.50	16,798.04			211.20	34.30													245.50
					16,798.04																	0.00
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					16,798.04																	0.00
	OPERATING FUNDS				16,798.04																	0.00
	INCOME & EXPENDITURE TOTALS		8967.96	4952.70																		0.00
	Add H&P Community Fund **				0.00		Total Expenses	1,795.20	240.10	114.60	720.00	392.80	0.00	1,561.00	45.00	84.00	4,952.70	40.00	2,455.00	6,101.00	8,242.04	16,798.04
	TOTAL FUNDS TO C/F				16,798.04			Clerk	Clrk/Cllr	Hall	Parish	Ins/Subs	Pub-	Community	Other	Web	4,952.70	VAT	Election	Capital	General	Operating
								Exp	Hire	Maint	Audit/Legal	-licity	Fund	Costs	Site				Prov	Prov	Fund	Funds
	** This internal account closed - see July 4th above													1567.96								
	Budget 2019-20							3,168.00	420.00	275.04	1,500.00	450.00	80.00		300.00	200.00	6,393.04					
	Election Provision																500.00					
	Capital Provision																500.00					
	Total Funds Applied																7393.04					
	PRECEPT																7400.00	0.00	2455.00	6101.00	8242.04	16798.04
								Com Fund	Prov	Prov	Fund	Forward										
								a	b	c	d	e	f	g	h	j	+	+	+	+	+	=