

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 Thursday 4th October 2018 at 7.30pm in The Village Hall

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

*There continues to be a vacancy for the cooption of a Councillor
There was, as usual, no August meeting. The September meeting was cancelled as inquorate*

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
3. **PUBLIC SESSION - 15 minutes:** Residents may raise matters affecting the parish.
4. **REPORTS - Ward Cllrs Report**
5. **MINUTES OF LAST MEETING - 5th July 2018** to be agreed, and signed by Chair.
6. **MATTERS ARISING NOT DEALT WITH ELSEWHERE**
7. **NORTH SOMERSET COUNCIL MATTERS**
A370 near Wick Lane Junction/Bus Stop - Central Refuge/Crossing: Space tight, so a safety audit needed: cost for audit + work some £8,600. To guarantee the work via the 2019-20 works programme needs 100% PC funding: a +50% contribution still offers a good chance of the project's inclusion.
Oldbrook River Bridge: Continuing damage
8. **OTHER MATTERS**
Congresbury Neighbourhood Development Plan 2018-36: Possible highway implications for Puxton.
Public Sewage Service: Clerk received an enquiry about availability in Puxton. Response from Wessex Water due.
9. **FINANCE**
2018-19 Accounts: accounts to-date pre-circulated with meeting papers.
ICO Direct Debit (ratification): Registration now complete. Annual DD for £35 completed and acknowledged.
Village Hall SO Variation (ratification): from Hewish Social Committee to Hewish & Puxton Village Hall Ltd.
Cheques: To be ratified: 100222 Cancelled 100222 Adrian Leonard Parish Maintenance July/Aug £320.00.
100224 HMRC re PAYE Jul-Sept. £151.00 **100225** D Hill re refund of Community News publishing costs - high quality - £65.75 **100226** Adrian Leonard - September £160.00
10. **PLANNING (Latest Enforcement Report March 2018)**
New: per weekly planning list for 1st October - if any; to be advised.
Different Parish: 18/P/3540/FUL ~~Wick Lane~~ Solar Farm lighting (not Wick Lane - Ralston in Banwell PC) area.
Granted: 18/P/2929/FUL Puxton Moor Lane Stable. **18/P/3183/FUH** Heathgate Cottage, ext'n.
Appeal: 18/P/2612/FUH - Rosemary Cottage, Wick Lane, West Hewish Extension over garage.
11. **COUNCILLORS' REPORTS**
12. **ONGOING ITEMS BEING MONITORED BY CLERK**
A370 Footpath: Test section indicated no tarmac damage; order for further work being pursued : **Puxton Road Drainage at Wyndham Grange & Puxton Lane Grip:** Works awaited : **Puxton Road Gully at Council Houses:** Jetting date awaited : **Potholes: Maysgreen Lane/Puxton Road Junction & Cheese Factory:** Jet-patcher date awaited : **East Hewish Rail Crossing Grit Bin:** Due : **Broken signage at Puxton Road/Lane junction:** Repositioning planned : : **St Anne's Car Park:** The lease transfer from NSC to Priory Academy Trust is progressing : **Puxton Lane:** Dangerous wall just before Appletree Cottage: reported. Cllr Corbett has registered concern that the drainage and pothole issues along the lanes be effectively and speedily resolved.
CLEARED ITEMS: Fly-tipping in Hall car park: cleared : **VAS sign outside St Anne's School:** repaired. **BT Poles:** Oldbrook bridge to Willow Farm trees: Work done. Overgrowth not a threat to lines or signals, but some clearance done.
13. **DATE OF NEXT MEETING** Thursday 1st November 2018, at 7.30pm, in the Village Hall.

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Minutes of the Parish Council Meeting held on 5th July 2018 at 7.30pm in the Village Hall

Present: Cllrs Sue Popperwell (Chair), Peter Penfold, Clayton Penfold, Lynda Redding

In Attendance: Cllr Tom Leimdorfer (NSC), Don Hill (Clerk)

Public Attendance: 0

Members wished to recognise the outstanding achievements of the NHS - whose 70th birthday it is today. The Clerk found no better words to do so than those from the NHS 70th Birthday website: "The National Health Service is turning 70 on 5 July 2018. It's the perfect opportunity to celebrate the achievements of one of the nation's most loved institutions, to appreciate the vital role the service plays in our lives, and to recognise and thank the extraordinary NHS staff – the everyday heroes – who are there to guide, support and care for us, day in, day out."

076/18 APOLOGIES FOR ABSENCE: Cllr Lynda Redding

077/18 DECLARATIONS OF INTEREST AND DISPENSATIONS: None

078/18 PUBLIC SESSION: none

079/18 REPORTS - Ward Cllrs Report

Waste and recycling collection: The revised timetables and routes for recycling and waste collection have improved matters in some areas of the districts and caused new problems in other areas. Amongst about 80 – 100 roads with missed collections, we have had ongoing problems at Wick Lane, Hewish. The Executive Member apologised for the failures and the North Somerset Waste Management Team are in constant contact with Biffa managers to try to rectify the problems. Several roads in Congresbury have also been affected.

Children's Centre cuts in staffing and opening hours: The details have been confirmed by the Executive. None of the Children's Centres will actually close, but staffing cuts and significant reduction in services will result in five Children's Centres. Yatton Children's Centre will only open when there is an advertised course or session.

Local Plan 2036 Issues and Options: This controversial document was approved by the Executive and will go out to public consultation in the autumn. Puxton & Hewish residents will be affected by the proposals, particularly concerning the proposed new Banwell Garden Village and transport links. Some of this can be positive, but need scrutiny especially with regards to traffic and access routes between this parish and the proposed new Garden Village.

Adult Social Services & Housing Policy & Scrutiny Panel considered:

- The Ombudsman's ruling against the Council relating to charging for Intermediate Care
- The proposed new Vision for Adult Social Care in North Somerset
- Community Meals services
- Transition between children's social care and adult social care

080/18 MINUTES OF THE LAST MEETING - 7th June 2018 were agreed, and signed by Chair.

081/18 MATTERS ARISING NOT DEALT WITH ELSEWHERE - none

082/18 NORTH SOMERSET COUNCIL MATTERS

Stonebridge Farm: It was agreed to omit this item from future agendas unless there was something specific to report. *(The Clerk will do so with this and other similar ongoing agenda items.).*

A370 Footpath: Flailing due end of June - yet to be done. Test section clearance/report awaited.

Puxton Road Drainage at Wyndham Grange & Puxton Lane Grip: Works awaited.

Puxton Road Gully at Council Houses: Jetting date awaited.

Potholes: Maysgreen Lane/Puxton Road Junction: Jet-patcher date awaited.

St Anne's Car Park: The lease transfer from NSC to Priory Academy Trust is progressing.

East Hewish Rail Crossing Grit Bin: Due.

Maysgreen Lane: Highway edge opposite Cheese Factory.

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.

Broken street sign at Puxton Road/Lane junction: Repositioning planned.

Waste Collection Service: Complaints have come in to Cllr Leimdorfer from the start of the new collection scheme - see Ward Cllr's Report above - the problem will be monitored.

083/18 OTHER MATTERS

BT Poles: Oldbrook bridge to Willow Farm trees: BT reported work as being done on Sunday 24th June. Clerk checked today and sees no evidence of the critical section having been cleared. **Clerk to chase.**

Councillors: 1 Vacancy.

NSC Free Flowers Scheme: Cllr Popperwell collected plants.

Fly-tipping in Hall car park: NSC clearance arranged via Cllr Redding.

GDPR compliance (*Agreed matters to be included with Governance Documents*)

1. To adopt the items listed: The GDPR Data Map; The Data Protection Policy; The Subject Access Request Procedure; The Data Breach Policy and The Records Retention Policy. (The Privacy Notices were adopted at the May meeting). Adopted.
2. To receive completed Security Compliance Checklists from all Councillors. Completed by Cllrs Popperwell, P Clayton and C Clayton. Cllr Redding completed earlier. Cllrs Corbett and Howard to complete at September meeting.
3. To agree the legally required £40 per year registration fee to the Information Commissioner's Office (ICO). Agreed.

084/18 FINANCE

2018-19 Accounts: pre-circulated with meeting papers, reviewed and noted.

ICO Direct Debit: Clerk completed online payment form - £35 pa (discounted from £40 by using DD payment). This may have to be re-submitted due to an ICO 'glitch' on their on-line application form. **Clerk to progress.**

Cheques: **100220** Adrian Leonard Parish Maintenance £160.00. **100221** HMRC re Clerk's PAYE £151.00.

085/18 PLANNING (*Latest Enforcement Report March 2018*)

New: **18/P/3183/FUH** Heathgate Cottage, Two storey rear and side extension. This proposal will not be visible from any public access point, and is of a style and scale that fits with many recent developments along the A370. No objections - the meeting all liked what they saw.

Decisions Due: **18/P/2929/FUL** Stable on field off Puxton Moor Lane

Granted: **18/P/2548/FUH** Clover Cottage extension. **17/P/2567/F** Heathfield pitches.

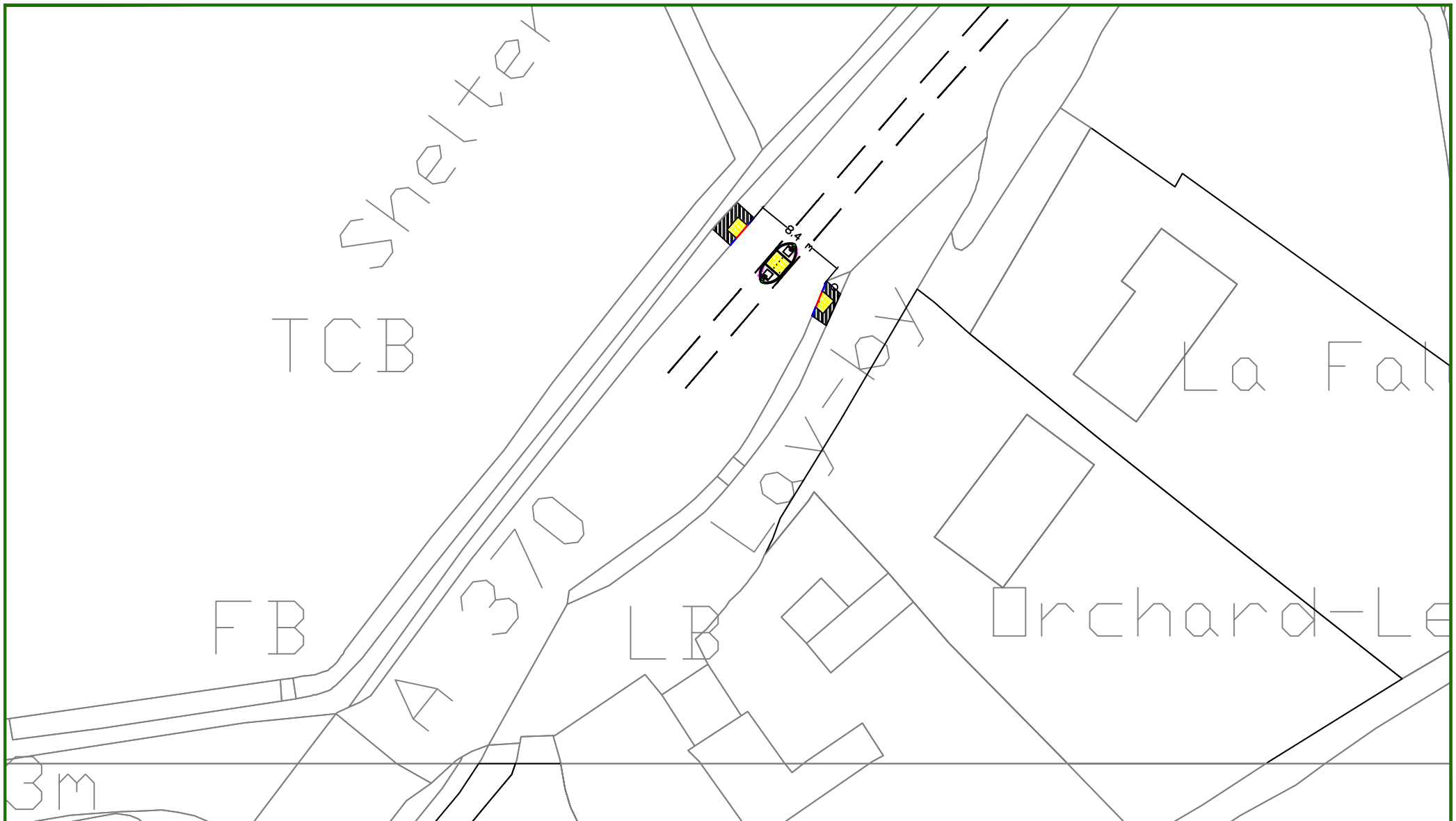
086/18 COUNCILLORS' REPORTS

Cllr Popperwell: Puxton Lane: A stone wall just before Appletree Cottage looks dangerous. **Clerk to follow-up with Area Officer.** **Village Hall:** The purchase of the Hall was completed on July 3rd, after a huge and tightly timed fundraising effort - spearheaded by Cllr Redding - to achieve this by July 4th. There was also a major administrative job to do to ensure that the Charity Commission Deed, under which the Hall is governed, was updated to be appropriate to the new circumstance and to provide the purchase vehicle for the purchase. The process will culminate with a wind-up meeting of the old Village Hall committee and an initial meeting of the new Charity, Hewish & Puxton Village Hall Ltd, provisionally scheduled for August 2nd 2018. At this point celebrations and publicity gong-banging will be in order.

087/18 DATE OF NEXT MEETING Thursday 6th September 2018, at 7.30pm, in the Village Hall.

The meeting closed at 8.12pm

PLEASE NOTE - THERE IS NO MEETING IN AUGUST



Highways & Transport

Development and Environment



North Somerset Council
Castlewood
Tickenham Road
Clevedon
BS21 6FW

Project Title

Project Title

Drawing Title

Drawing Title

Drawing No.

Drawing No.



Scale
Scale

Drawn by
Drawn by

Date
Date

OS Licence No.
100023397

PUXTON PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2017 - 31st March 2018 (Precept £6960 : CT Support Grant £128.61)

DATE	BANK (run via deposit account)							GENERAL FUND EXPENSE ANALYSIS													
2017	ITEM	CH	IN	OUT	Transfers Out	Transfers In	BALANCE	Stmnt	NOTES	Clerk's Pay	Clk/Clrk Exp	Hall Hire	Parish Maint	Ins/Subs Audit	Pub-licity	Web site	Purch-ases	Comm Fund	Transfers Out/In	TOTALS	VAT
-2018																					
Mar 31	Cleared Bal on Statement						5,571.31														
	Uncleared Item						147.80														
	Uncleared Item																				
Apr 1	Funds Bought Forward						5,423.51														
Apr 5	NSC CT Support Grant	BACS	128.61				5,552.12	58													0.00
	ALCA	100213		57.41			5,494.71	58						57.41							57.41
	Hewish Social Committee - Hall Hire	SO		22.92			5,471.79	58				22.92									22.92
Apr 18	NSC 1st Half Precept	BACS	3480.00		750.00		8,201.79	58											750.00		750.00
Apr 20	Clerk's Net Pay - expenses not included	SO		201.52			8,000.27	58		201.52											201.52
May 3	Hewish Social Committee - Hall Hire	SO		22.92			7,977.35	59				22.92									22.92
	Adrian Leonard re Parish Maintenance	100214		160.00			7,817.35	59					160.00								160.00
	Refund of Clerk's Expenses inc April	100215		56.28			7,761.07	58			34.30						21.98				56.28
	Phil Smith re Audit	100216		59.50			7,701.57	59						59.50							59.50
May 20	Clerk's Net Pay- inc expenses	SO		235.82			7,465.75	59	Agrees	201.52	34.30										235.82
Jun 8	From Community Fund - to close	BACS	41817.96				49,283.71	59	Agrees												0.00
	Hewish Social Committee - Hall Hire	SO		22.92			49,260.79	60				22.92									22.92
	Adrian Leonard Parish Maintenance	100217		160.00			49,100.79	60					160.00								160.00
	Clerk's Net Pay- inc expenses	SO		235.82			48,864.97	60		201.52	34.30										235.82
	Community Fund to Village Hall	100218		40000.00			8,864.97	60	Agrees									40,000.00			40,000.00
	Community Fund to St Annes School	100219		250.00			8,614.97	61										250.00			250.00
	Transfer back to Community Fund Sheet	Tr			1,567.96		7,047.01	-											1,567.96		1,567.96
Jul 5	Adrian Leonard re Parish Maintenance	100220		160.00			6,887.01	61					160.00								160.00
	HMRC re PAYE Apr/May/Jun	100221		151.00			6,736.01	61		151.00											151.00
	Hewish Social Committee - Hall Hire	SO		22.92			6,713.09	61				22.92									22.92
	Clerk's Net Pay- inc expenses	SO		235.82			6,477.27	61	Agrees	201.52	34.30										235.82
Aug 4	Hewish Social Committee - Hall Hire	SO		22.92			6,454.35	62				22.92									22.92
	Clerk's Net Pay- inc expenses	SO		235.82			6,218.53	62		201.52	34.30										235.82
Sep 6	Cancelled cheque - incorrectly made out	100222		0.00			6,218.53	-													0.00
	NSC 2nd Half Precept		3480.00		750.00		8,948.53	62													0.00
	Adrian Leonard Parish Maintenance	100223		320.00			8,628.53		Jul/Aug				320.00								320.00
	HMRC re PAYE Jul/Aug/Sep	100224		151.00			8,477.53			151.00											151.00
Oct 4	D Hill refund of off contract expenses	100225		65.75			8,411.78								65.75						65.75
	Adrian Leonard Parish Maintenance	100226		160.00			8,251.78		Sept				160.00								160.00

[illegible]