

# 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](mailto:clerk@puxtonparishcouncil.org.uk)  
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## You are summoned to a Zoom Meeting on Thursday 23rd July 2020 at 6pm

Members of the public may join the meeting on **Zoom** by submitting a request for a link to [clerk@puxtonparishcouncil.org.uk](mailto:clerk@puxtonparishcouncil.org.uk)

Members of the public will only be able to speak, during the 15 minute public session, for 3 minutes. To do so, they should inform the Clerk, at the email address above, of the point they wish to raise, by 5pm on the day before the meeting.

Don Hill - Clerk

### AGENDA & AGENDA NOTES

*We have a vacancy for one Councillor - contact the Clerk or a Councillor, in the first instance, to apply*

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST**
- 3 **PUBLIC SESSION** Residents may raise matters affecting the parish.
- 4 **MINUTES OF LAST MEETING** - 22nd May 2020 - to be agreed, and signed by the Chair.
- 5 **MATTERS ARISING NOT DEALT WITH ELSEWHERE**
- 6 **PLANNING** (*For full application details visit <https://planning.n-somerset.gov.uk/online-applications/>*)  
**Decisions Due:** 19/P/0815/FUL Puxton Park car park. 19/P/2633/FUL Mendip View units. 19/P/2773/FUL Pilhay alterations. 20/P/0701/FUL Puxton Park - Storage buildings. 20/P/1322/MMA barn exterior from brick and wood cladding to all brick. 20/P/1225/FUH Watermans, Bristol Road; two storey side and single storey rear extensions.  
**Approved:** 20/P/0541/FUL Dressage arena. 20/P/1019/FUH Westerly Cottage West Wick extension etc.
- 7 **FINANCE**  
**2020-21 Accounts:** Pre-circulated.
- 8 **ITEMS MONITORED BY CLERK** (*shared with Area Officer each month*)  
**A370 Pedestrian Crossing:** Awaiting updated costing from NSC.  
**Puxton Lane Goose Acre Farm:** Blocked under-road culvert under NSC investigation.  
**Lanes curb breakups:** Temporary repairs not ideal, but, the only solution on offer. Being monitored by area officer.  
**Puxton Road** - Flooding outside household gateways and across the full width of the road is alleviated when the Area Officer can re-dig a critical grip, but this longstanding situation **MUST** be remedied.  
**A370 Footpath:** Path clearance work completed.  
**Wick Lane:** Gully outside Manor Farm appears to be blocked again; area officer report awaited.  
**Puxton Lane:** Field access way across rhyne possibly with no culvert? **Area Officer comment awaited.**  
**A370 Flooding:** on the bend near JHS Machine  
**A370 link between Old Post Office and Palmers Elm:** Complaint that this needs widening. Is it designated footpath? It runs up against a rhyne, and maybe cannot be widened. NSC enquiry out re its status and upkeep.
- 9 **OTHER MATTERS**  
**Puxton & Hewish Together:** Ways to bring our community together (*to be progressed after lockdown*):  
**In terms of Parish sectors we have:** West Hewish - East Hewish - Palmers Elm/Maysgreen Lane - Puxton Road/Puxton Lane - A370 Moorland Park to Full Quart - A370 J21 to Full Quart : Non-residential businesses
  1. We could have a key person in each sector with the time and commitment and 'social comfortableness' to be accepted as the person able to devote and keep up a positive contact with their neighbours, delivering P&H Community News, coordinating Village Hall activities, and 'caring for each other' etc.
  2. We could re-try Jim Howard's idea of developing an email list - and a permissions register, so that we can legally contact people by email/post/ hand delivery etc.
- 10 **COUNCILLORS' REPORTS**
- 11 **DATE OF NEXT MEETING** - September 3rd: via Zoom, or in the Hall, depending on regulatory diktat.

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*These minutes have been reviewed and agreed to by Councillors attending the meeting, but remain draft until that agreement can be ratified at the next formal meeting of the Council*

## Minutes of the Annual & Ordinary Meetings at 6pm on Friday 22nd May 2020

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

*Stuart Treadaway, our Ward Cllr, attends when possible, but is in proactive email contact*

*There is a vacancy for another Councillor - please contact a Councillor or the Clerk if you are interested in becoming involved*

*Due to current circumstances, because there is not a reliable enough broadband service to adopt online meetings, because we do not currently have online banking and because various audit papers and cheques had to be signed, this meeting was convened to be held in the Village Hall car park. Members of the Council were party to and commented upon the agenda items before the meeting such that the meeting itself, for the assurance of optimum spacial concerns, was largely a ratification of positions agreed pre-meeting by Councillors.*

**Present:** Cllrs Lynda Redding (Vice Chair & Meeting Chair), Peter Penfold, Clayton Penfold.

**In Attendance:** Don Hill (Clerk)

**Public Attendance:** 2

### 034/20 APOLOGIES FOR ABSENCE

Cllrs Jim Corbett, Jim Howard, James Glimstead

## ANNUAL MEETING

### 035/20 ELECTION OF CHAIR & VICE CHAIR

It was unanimously agreed that the Current chair (Jim Corbett) and Vice Chair (Lynda Redding) remain in office for the year to May 2021. Cllr Corbett's Declaration of Acceptance of Office will be completed electronically.

### 036/20 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

There are no representatives to outside bodies.

### 037/20 CHAIRMAN'S REPORT

Pre circulated, noted and forming part of these minutes, **as attached**.

## ORDINARY MEETING

### 038/20 ANNUAL PARISH MEETING

Due to current restrictions it has not been possible to hold a May Annual Parish meeting this year. Unless future guidance indicates otherwise, the next Annual Parish Meeting will be in May 2021

**039/20 DECLARATIONS OF INTEREST AND DISPENSATIONS**

None

**040/20 PUBLIC SESSION**

There was no public session

**041/20 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 5th March 2020 were agreed and signed by the Chair.

**042/20 GOVERNANCE**

i) **Updated standing Orders:** Prepared based on the 2018 template provided from National Association of Local Councils (NALC). These were prompted as a result of the internal audit, were agreed to electronically, and entered on Governance file and website. The process was ratified here.

ii) **Annual Governance Statement Approval:** In relation to the Annual Review of Governance documents (Minute 031/20 of the March 2020 meeting), Section 1 of the 2019-20 Annual Governance and Accountability Return (AGAR) - The Annual Governance Statement - was pre-circulated with the meeting papers, was reviewed, agreed, and signed by the Meeting Chair and Clerk as a true representation of the Council's internal governance controls.

**043/20 PLANNING** (For full application details visit <https://planning.n-somerset.gov.uk/online-applications/>)

**New: 20/P/0541/FUL** Construction of an outdoor, all weather dressage arena. No objections. **20/P/0701/FUL** Puxton Park - no objection to it and welcome the increased local employment opportunity. There was a caveat to this position, however, and that is that, given the substantial nature of the buildings, the planned usage explanation was significantly vague: it needs to be more clearly explained and justified. **PPC 20/P/1019/FUH** Westerly Cottage West Wick - Replacement extension and new carport to replace existing garage. Members felt the plans offered a significant improvement to the property and should be approved.

These three applications were reviewed by Members via email. Comments on the first two were then posted to NSC planning web page by Clerk; **comments on the third to be posted**. These actions were ratified via this meeting.

**A370 Pedestrian Crossing:** Awaiting updated costing from NSC.

**Due: 19/P/0815/FUL** Puxton Park car park. **19/P/2633/FUL** Mendip View units. **19/P/2773/FUL** Pilhay alterations.

**Approved since last meeting: Heathfield Park: 19/P/2816/FUL & 19/P/2818/FUL:** new pitches. **20/P/0003/FUL** Puxton Lane, Barn

**044/20 FINANCE**

i) **2019-20 Accounts:** agreed via email and sent out for internal audit, which is now complete.

ii) **Annual Governance and Accountability Return 2019/20 (AGAR):** Certificate of Exemption – AGAR 2019/20 Part 2 & Section 2 - Accounting Statements 2019-20: each reviewed, agreed and signed off. **Accounts to be posted to web with Exercise of Public Rights notice.**

iii) **2020-21 Accounts:** These were pre-circulated, reviewed and noted, and **are attached to these minutes** to represent the opening position for the financial year.

iv) **Cheques: 256** Adrian Leonard Parish Maintenance £160.00 (paid in March - prior year) **257** ALCA Sub £78.25. **258** Philip Smith re internal audit £45.00. **259** HMRC re PAYE Apr/May/June £163.20.

**045/20 ITEMS MONITORED BY CLERK** (shared with Area Officer each month)

**Puxton Lane Goose Acre Farm:** Blocked under-road culvert under NSC investigation.

**Lanes curb breakups:** Temporary repairs done at key trouble spots. It is accepted that these are not ideal, but, despite local protest, it is stressed that this is the only - albeit temporary - solution on offer. It will be monitored by area officer.

**Puxton Road** - Cllr Corbett has received further complaints that nothing appears to be happening. The situation of flooding outside household gateways and across the full width of the road had been

alleviated when the Area Officer can re-dig a critical grip, but this longstanding situation, is becoming outrageous and **MUST** be remedied.

**A370 Footpath:** Path clearance work completed.

**Wick Lane:** Gully outside Manor Farm appears to be blocked again; area officer report awaited.

**Possible Unauthorised Development needing Enforcement:** Clerk has received reports of New Driveway Across Rhyne on Puxton Lane possibly with no culvert? Clerk has visited. **Area Officer comment awaited.**

#### 046/20 OTHER MATTERS

**Puxton & Hewish Together:** Ways to bring our community together:

**In terms of Parish sectors we have:**

West Hewish

East Hewish

Palmer's Elm/Maysgreen Lane

Puxton Road/Puxton Lane

A370 Moorland Park to Full Quart A370

J21 to Full Quart

Non-residential businesses

1. We could have a key person in each sector with the time and commitment and 'social comfortableness' to be accepted as the person able to devote and keep up a positive contact with their neighbours, delivering P&H Community News, coordinating Village Hall activities, and 'caring for each other' etc.
2. We could re-try Jim Howard's idea of developing an email list - and a permissions register, so that we can legally contact people by email/post/ hand delivery etc.

**It was agreed that work on this should be started as soon as we are able to move about the parish again.**

#### 047/20 COUNCILLORS' REPORTS

**Cllr Redding:**

- i) **A thank-you to the new NSC** contacts who have - after 4 years of lobbying - accelerated the finally clearing the pavement along the A370. (A370 flailing is planned for the Autumn).
- ii) Flavour have reduced the height of the hedge on the Maysgreen Lane side.
- iii) Building work continues at the Village Hall, slowly because only two or three are there at a time. There was a complaint to NSC, apparently about the level of activity at the Hall in the context, presumably, of the current lock down situation. Other than the contractors and Cllr Redding taking photos as proof of progress for funders, there is no other activity at the site relating to Hall management.
- iv) Thank you to NSC for their speedy handling of the Small Business grant of £10,000 to the Village Hall. A significant boost, when hire income has dried up during lock-down.

**048/20 DATE OF NEXT MEETING** - To be announced. Monitoring papers will continue to be circulated in lieu of meeting papers until normal physical meetings resume.

**The meeting closed at 6.15pm**

## REPORT OF THE CHAIR TO THE 2020 ANNUAL MEETING OF PUXTON PARISH COUNCIL

Due to the present coronavirus situation and our need to keep this meeting brief and to the point, I will be brief with this report.

**Councillors:** With May 2019 being an election year, five of the 6 councillors sitting at that time presented themselves for re-election. As the Parish is entitled to have 7 councillors and there were only 5 nominations, we were all deemed elected without an actual election taking place. Our long-serving Councillor and immediate past Chair, Sue Popperwell, decided not to put herself forward for re-election: her talents, energy and enthusiasm have been much missed. We were also very sorry to lose our Ward Councillor for Congresbury and Puxton, Tom Leimdorfer, but he has been ably replaced by Cllr Stuart Treadaway. More recently - at our last meeting in March, James Glimstead joined us as a Councillor and we all look forward to working with him in the future.

**Planning:** As usual, there were a steady stream of planning applications coming before us for comment during the year. Such is the nature of our parish that these applications prove to be an interesting mix of both residential and commercial projects. The complexity of some applications demanded a lot of close attention and Councillors are to be commended for the time they are prepared to give to this significant aspect of Parish Council work.

**Highways:** After a lot of effort, largely driven by Cllr Peter Penfold, we have, after the best part of four years, finally got North Somerset Council to clear the A370 footpath through the parish. Flailing along this main thoroughfare does get done, but the exercise can be patchy as North Somerset does some and individual field owners do some. We have to be vigilant to make sure it all happens! As to the lanes, we have a lot of trouble with increasingly heavy commercial and agricultural traffic using them: they were never designed for this sort of traffic and we suffer a lot of edge break up and consequent damage to smaller vehicles having to pull over for the larger ones. Unfortunately, the repairs, that are all North Somerset say they can afford, proves to be so temporary that one wonders why they do them in the first place! The most striking edge break up issues in this regard are currently along Puxton Lane towards Sandford, where North Somerset Council are currently working to reinforce the edges and clear some blocked culverts. It is not an exaggeration to say that we are all angry with North Somerset for the delays that persist in getting drainage work done outside Council Houses in Puxton Road: flooding occurs here due to an original piece of work by North Somerset Contractors not having been correctly completed. We are awaiting confirmation from North Somerset that a pedestrian crossing planned for the area around the Wick Lane junction of the A370 can go ahead: it is a project for which the Parish Council has only got on the job list because we undertook to pay half the cost - upwards of £5,000.

**Finance:** Our day to day spend is straightforward, consisting mainly of employment costs of the Clerk and Parish Maintenance work which is contracted out. We have reserves of some £14,000, but with increasing demands for parishes to contribute to project costs such as the pedestrian crossing referred to above, this will not go far.

I must thank all my fellow Councillors for the regular hard work they put in to keeping the wheels of our Parish turning - their efforts are entirely voluntary and they draw no expenses in relation to them.

**Cllr Jim Corbett**  
May 22nd 2020



