



## Kewstoke Parish Council

“Here to protect the Rural Character and Environment of the Village and to promote Kewstoke as a pleasant place to live”

**Clerk to the Council Mike Hardwick**

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**Chairman Councillor J.MacDonald**

Minutes of the of the Kewstoke Parish Council meeting held on Monday 3<sup>rd</sup> May 2022, which commenced at 7.02pm.

**Present:-** Cllrs, T Morris (Vice Chairman), K.Harper, R.Adams, R.Cunningham, & N.Whyte,

### **In attendance**

#### **Parish Clerk**

M.Hardwick

#### **Unitary Member**

L.Pilgrim

### **Public Participation**

There were no members of the Public in attendance.

#### **1. Opening of the meeting**

The meeting opened at 7.02pm

## **2. Election of Chairman**

Nominations were sought for Chairman for the year 2022/2023.

The name of Cllr MacDonald was proposed by Cllr Morris and seconded by Cllr Cunningham.

There were no other nominations

Cllr MacDonald was unanimously elected as Chairman of the Council for 2022/2023

## **3. Election of Vice Chairman**

Nominations were sought for Vice Chairman for the year 2022/2023.

The name of Cllr Morris was proposed by Cllr Cunningham and seconded by Cllr Harper.

There were no other nominations

Cllr Morris was unanimously elected as Vice Chairman of the Council for 2022/2023.

## **4. Apologies for absence**

Cllr Willis Unitary Member

N.Richards Liaison Officer

Cllr Bates

Cllr Horry

Cllr Vearncombe

Cllr Jenkins

Cllr MacDonald

Cllr Buckley

## **5. Election of Chairman of Planning**

Nominations were sought for Chairman for the year 2022/2023.

The name of Cllr Adams was proposed by Cllr Harper and seconded by Cllr Cunningham.

There were no other nominations

Cllr Adams was unanimously elected as Chairman of Planning for 2022/2023.

## **6. Election of Vice Chairman of Planning**

Nominations were sought for Vice Chairman of Planning for the year 2022/2023.

The name of Cllr Buckley was proposed by Cllr Adams and seconded by Cllr Morris.

There were no other nominations

Cllr Buckley was unanimously elected as Vice Chairman of Planning for 2022/2023.

## **7. Declaration of Interests**

None.

#### **8. Payment signatories**

These were agreed to remain as Cllr.Horry, Cllr. Harper, Cllr.Adams & Cllr.Morris and include Internet Banking Authorisation.

It was agreed that details of Internet access were placed in sealed envelopes and passed to the Chairman as a backup should they be forgotten. .

Proposed Cllr Cunningham

Seconded Cllr Morris

Agreed unanimously

#### **9. Register of Interests**

The Clerk reminded all Councillors that any updates to the Councillors Register of Interests should be made available for subsequent amendment.

#### **10.Nominations in respect of various Committees (see Appendix 1 2022-23)**

Nominations were sought for members of various Committees as detailed in Appendix1.

These were proposed and accepted unanimously.

Proposed Cllr Morris

Seconded Cllr.Cunningham

Agreed Unanimously

#### **11. Adoption of the minutes of the Parish Council meeting of 4<sup>th</sup> April 2022**

Proposed Cllr Whyte

Seconded Cllr Cunningham

The Chairman called for a show of hands by the Councillors to indicate their support for the adoption. This was indicated unanimously

Agreed Unanimously

#### **5. O/S Actions/Updates from previous meeting.**

.Cllr Morris reported a street light (no.10) was not working at the top of Monks Hill.

*Cllr Harper confirmed that it had been reported.*

**Action:** - Cllr Morris to confirm that it is now working- **ongoing**

Cllr Pilgrim reported that she had received an email from a resident of Kewstoke Road requesting a footpath/pavement along Kewstoke Road to provide a safe route for pedestrians.

**Action:** - Cllr Pilgrim to respond – **Ongoing**

### **Damaged Chevron Sign**

Cllr Harper reported a damaged chevron sign at the entrance to Elmsley Lane,  
*The Clerk confirmed that this has been reported to NSC.*

### **NSDC Local Plan Consultation**

NSDC Preferred Options Local Plan has now been made available for consultation. It was requested that the online link to the draft plan is made available to Councillors for review and comment.

The Clerk confirmed that a meeting of a working group had taken place as agreed and a response posted on the NSC portal on behalf of the Council

### **Tree stump on Toll Road**

Cllr Buckley reported a tree stump on the Toll Road which has slipped towards the Road and become dangerous,

The Clerk confirmed that it had been reported to NSC although it had still to be moved.

Cllr Pilgrim was asked to chase up and it was considered particularly dangerous to traffic using the Toll Road.

**Action:** - Cllr Pilgrim

### **Boulders on verges**

Cllr Adams requested that the Clerk contact a representative of NSDC to receive an update on progress regarding boulders appearing on verges in and around the Village.

*The Parish Clerk reported that he had raised the matter with NSC.*

### **Signs in the Bus Terminus Car Park**

Cllr Harper confirmed that some of the signs requesting dog owners to prevent their dogs from fouling the area had now been placed in and around the car parks.

### **Avon & Somerset Fire brigade**

Cllr Harper reported that the Avon & Somerset Fire Brigade is planning to attend Kewstoke shortly to ensure they have suitable access to the beach in the event of an emergency. Cllr Harper agreed to provide the proposed dates to the Clerk, when known

*Cllr Harper reported that the dates are still awaited - ongoing*

## **6. Police Beat Report**

There had been no Police report received for May.

## **Unitary Members Report**

### **Cllr Pilgrim**

Cllr Pilgrim confirmed that the Local Police Inspector has agreed to attend a Parish Council meeting on 4<sup>th</sup> July to address some of the issues that had been concerning the Councillors in terms of policing the area, including crime reporting.

Cllr Harper requested that Cllr Pilgrim contact NSC regarding the acquisition of an old boat which could be used as a feature in the Village.

**Action:** - Cllr Pilgrim

## **8. Other Issues**

### **Financial Update**

The Clerk presented summary details of the Annual accounts. See appendix. 2.

These had previously been reviewed at the Policy & Finance meeting.

### **. Approval of AGAR Return for 2021/22**

Details of the draft figures and documents had been reviewed at the recent Finance and Policy meeting.

Documents were presented for approval:-

- A)** Annual Governance and Accountability Return 2021/22 Part 3 P3 Annual Internal audit report.
- B)** Annual Bank reconciliation for the 2021/22 financial year.
- C)** Section 1 Annual Governance and Accountability Statement 2021/22 Box1-8 of the Annual Governance Statement is recommended for completion as 'yes' with Box 9 completed as N/A.
- D)** Section 2 –Accounting Statement for 2021/22.

These were proposed for acceptance by the Chairman of the Finance and Policy Committee.

Proposed Cllr Morris

Seconded Cllr Whyte

These were agreed unanimously.

### **Boardwalk**

The Clerk confirmed that he had contacted the Environment Agency, Natural England and NSC regarding repairing the Boardwalk.

In Summary any changes other than restoring it to its original condition will require consent from both agencies and probably planning permission from NSC.

The Clerk had written to NSC with regards the requirement for planning permission,

It was also confirmed that clarification had been sought from NSC as to the exact location of the proposed new Coastal Path, a timetable for implementation and confirmation of if and when the car park opposite the South Sands Hotel would be levelled and a new path created.

A reply is currently awaited.

It was suggested by Cllr Harper that an interim solution might be to improve the current access from the car park to an existing path on the dunes. It was agreed to await responses from NSC before proceeding.

### **Dune Erosion**

The Clerk confirmed that he had contacted both the Environment Agency and Natural England in response to a request at the Annual Parish meeting. It is anticipated that a site meeting to discuss the erosion of the dunes will be arranged in June with all parties to discuss.

### **Rewilding**

It was agreed to arrange a site meeting with our contractors and Cllr Adams to agree the areas on the dunes for rewilding.

**Action:** - Parish Clerk

### **Printer replacement**

The Clerk confirmed that the new printer would be arriving on the 17th May and that training would be available. Cllr Whyte and Cllr Cunningham asked to be included in the training session.

### **Re adoption of Policies**

The Following policies were recommended by Cllr Morris to be readopted without further amendment. They had been reviewed at the recent Policy and Finance meeting.

### **Allotment Policy KPC020**

Proposed Cllr Morris

Seconded Cllr Whyte

Agreed unanimously

### **Complaints Policy KPC021**

Proposed Cllr Morris

Seconded Cllr Adams

Agreed unanimously

### **Complaints Procedure KPC994**

Proposed Cllr Morris

Seconded Cllr Whyte

Agreed unanimously

### **Financial Regulations v3**

Proposed Cllr Morris

Seconded Cllr Harper

Agreed unanimously

## **9. Clerks Report**

The Clerk reported that following ongoing correspondence with a resident concerning the responsibility of the Parish Council with regards the build up of sand along the footpath, it seemed sensible to create a Council Policy based on the responses.

**Action:** - Parish Clerk to draft a Policy for review.

The Clerk also reported that following a discussion at the Policy & Finance meeting a further Policy would be drafted confirming the signatories required for signing Council contracts and service agreements.

**Action:** - Parish Clerk to draft a Policy for review.

The clerk reported that he had received an email offering to donate a memorial bench to the Parish. It was agreed to review if any of the existing benches could be replaced.

**Action:** - Cllr Adams Cllr Harper & Cllr Morris

## **10. Financial Update**

Payments for April have been approved outside of this meeting to allow payment in the appropriate calendar month. See below.

Payments for Approval April 2022

Salaries & Expenses	£2,391.64
Weston Town Council	£297.00
K.Harper	£48.46
HM Revenue and Customs	£242.08
A.Ham	£126.00
Kewstoke Village Hall	£150.00
Foremost	
Signs	£144.00
Rapide System Supplies Ltd	£73.50
Total	<b>£3,472.68</b>

## **11. Councillors Report**

### **Cllr Cunningham**

Cllr Cunningham requested that the 'Tug of War' events proposed for the Platinum Jubilee celebrations be publicised by the Councillors and if possible volunteer team members identified.

### **Cllr Whyte**

Cllr Whyte reported that an updated leaflet detailing the events of the Jubilee w/e was available and required distribution. Volunteers to distribute the leaflets were requested to make themselves known to Cllr Whyte.

### **Cllr Harper**

Cllr Harper reported that there was a need for the widening of the sea front path from Crookes Lane to the car park opposite South Sands Hotel. It was agreed that a quote for the work be obtained.

**Action:** - Cllr Harper to obtain a Quote for the work

**Meeting closed at 8.22pm**

**Date of next meeting Monday 6<sup>th</sup> June 2022.**



