



Kewstoke Parish Council

Kewstoke Parish Council

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

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Chairman Councillor J.MacDonald

Minutes of the Kewstoke Parish Council Meeting held at Kewstoke village Hall on Monday 1st July 2019, which commenced at 7.27pm.

Present R .Adams ,C Bates, T Morris (Vice Chairman) R.Cunningham K.Harper, N.Whyte K.Jenkins Cllr Vearncombe Cllr Horry Cllr MacDonald (Chairman) Cllr Buckley Natalie Richards (Liaison Officer) Part

Unitary members

Cllr.Willis

Cllr Pilgrim

Members of the Public

There were twenty three (23) members of the Public Present

Public participation

A representative of the residents of Ardnave Caravan Park referred to a letter addressed to the Councillors regarding the concerns they were experiencing entering and exiting the Caravan Park, and in particular, speeding motorists and parked

vehicles opposite the entrance. They wished to consult with the Council with regards a potential solution.

It was agreed that 3 courses of action should commence

1. Review the benefits of installing mirrors opposite the Site entrance.
2. Include the concerns in the TRO extension consultation process currently being undertaken by NSDC.
3. Request the Unitary Councillors to refer the matter to NSDC for advice (Possible Community Speed Watch Scheme)

A resident of Myrtle Tree Crescent raised the issue of parking opposite the entrance to Myrtle Tree Crescent making it difficult to enter and exit.

Other than this it was felt the TRO was working well.

It was agreed to include the concerns in the TRO extension consultation process currently being undertaken by NSDC.

A resident of Beach Road referred to a number of letters he had written to NSDC regarding the 4 concessionary parking spaces allocated outside the Tea Rooms and adjoining property, and in particular the decision making process and legality of such concessions.

1 Opening of the meeting

Meeting opened at 7.27 pm

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2. Apologies for absence

None.

3. Declaration of interests

None

4. Adoption of the minutes of the Council meeting of 3rd June 2019

These were adopted with two amendments

1. **Item 14. Correspondence** to include " A copy of a letter to the then Leader of North Somerset District Council was received from a resident of Beach Road detailing various concerns regarding the parking restriction scheme and the sand now regularly on parts of Beach Road."
2. **Item 13. Other issues Signage Tea Rooms /Kiosk** The word "tenants" to be replaced by "both parties"

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Proposed Cllr Vearncombe

Seconded Cllr.Cunningham

Vote was unanimous.

5 Correspondence

The Chairman made reference to Correspondence from a resident seeking the opinion of the Council regarding the 4 parking concessions granted by NSDC as part of the TRO outside of the Tea Rooms and adjoining property in Beach Road.

After some discussion a vote was taken on a proposal put forward by the Chairman and seconded by Cllr Bates that "the Council had no objections to the concessions assuming they had been legally granted".

It was agreed by a majority decision of 7-2 with 2 abstentions.

6. Actions from previous meeting.

Party for Cedric

Cllr Morris confirmed the party had been a great success and Cedric would like to extend his thanks to everyone who attended and for the present.

Drainage Ditch Near Bus Terminus

Cllr Adams reported that a 50m stretch of Drainage ditch near Bus Terminus car park not maintained by NSDC required clearing. A meeting had been arranged with Internal Drainage Board to review. – *Awaiting Meeting to take place*

Action: Cllr Adams

Road Sweeping Vehicle- sand on Beach Road.

Cllr Harper confirmed that the road sweeper had been deployed but required a further visit at no extra cost to complete the drain clearance work.

Cllr Horry made a point that it was the responsibility of NSDC to clean the gullies. Cllr Pilgrim was asked to establish whether this was on a NSDC schedule and if so when it was next due.

It was reiterated that the cost of the vehicle hire was from the remainder of the 2018/19 Sea Defence grant from the Environment Agency and would be a one off funding. .

Police Report

Cllr Pilgrim was to raise the matter of the lack of any Police Report at a pre arranged meeting with Sergeant Kerslake with a view to obtaining a more meaningful report. –

Ongoing.

It was noted that a Police report from 4/5/2019-11/06/2019 had been received. Normally the report is monthly.

Fixed Asset Register

A land surveyor had now visited the Village Green, Allotments and the Kiosk to value all 3 sites for the Fixed Asset Register. A response is currently awaited.

Ongoing

7. Staffing Committee update

The Clerks Contract of Employment including Salary, and Job description was presented to the full Council for adoption by the Chairman of the Staffing Committee.

Clerk's Job Description:

Proposed by Cllr Cunningham and seconded by Cllr Morris.

Passed unanimously.

Clerks's Salary and Contract of Employment:

Proposed by Cllr Cunningham and seconded by Cllr Bates

Passed unanimously.

8. Parish Council Xmas Party

It was agreed that the date of this year's Parish Councils Xmas party was the 30/11/2019 at the Commodore Hotel at cost of 27.95 per person.

The item would be added to August's agenda for further discussion.

9. Policy and Finance Committee update

A draft copy of a Procurement Procedure was presented for adoption

Proposed Cllr Buckley

Seconded Cllr Whyte

Agreed Unanimously

A draft copy of an Investment Policy was presented for adoption

Proposed Cllr Morris

Seconded Cllr Buckley

Agreed Unanimously

10. Media Committee Update

Cllr Jenkins confirmed that an inaugural meeting would be taking place shortly.

Action Cllr Jenkins

11. Unitary members report

Cllr Willis

Cllr Willis reported that she had visited Rose Tree Cottages and confirmed that the occupants were in agreement with the amendments to the recent planning application. ref 18/83275/FUL in respect of Rose Tree Caravan Park. .

Cllr Willis also reported that the enforcement team at NSDC had been made aware of the works that had started on the above site which had now ceased.

Reference was also made to Sunny Valley Caravan Park where clarification was sought as to whether the whole of the site is residential. This related to concerns raised by residents that the site had been sold and that a number of residents with older type caravans might be asked to leave.

Action Cllr willis

Cllr Willis had contacted NSDC with a view to obtaining written definitive clarification of what is permissible in respect of displaying of signage and will report back to the Council. This was in reference to the Tea Rooms and Kiosk.

Action Cllr willis

Cllr Pilgrim

Cllr Pilgrim made reference to literature from the Dogs Trust encouraging people to clean up after their dogs and felt it might be useful to the Parish Council particularly as the task of Dog bin emptying might be passed to the Council w.e.f 1/4/2020.

Cllr Pilgrim also confirmed that the issue of sand on Beach Road had been taken up with NSDC.

13. Other Issues.

Signage for Staff Vehicles

Cllr MacDonald confirmed that a template of the proposed magnetic signs required by NSDC to be displayed on staff vehicles operating in the TRO was now available. The cost was approx £51.50 for a single combination of signs, it was proposed to purchase 2 set sets of signs, subject to NSDC approval of the designs.

Proposed Cllr MacDonald

Seconded Cllr Morris

This was unanimously agreed.

Action:-Parish clerk to send details to NSDC for agreement.

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Dog Bins

The clerk confirmed that an order for signs indicating the dual use of the domestic bins had been placed by NSDC.

Reference was also made to the possibility of the dog bin collection being passed back to the Parish Council from 1st April 2020..

It was suggested that following the recent elections reiteration of the position should now be sought from the current leader of NSDC.

Action:- Parish Clerk to e-mail Donald Davis leader of NSDC to clarify.

VAS Vehicle Activated Signs.

A resident had recently written to the Clerk indicating that they had accidentally hit their head on the VAS currently sited near the Village green and requested that it be hired. Unfortunately this is not possible.

The Currently loaned VAS is to be moved to the post by the Church to gauge feedback.

It was proposed that 2 Battery VAS are purchased at a cost of approx £5,500 excl VAT

Proposed Cllr Buckley

Seconded Cllr Cunningham

It was agreed by a Majority decision to purchase, 10 in favour with one abstention.

Action:- Parish Clerk to raise Purchase Order

Archiving Documents

A request has been received in relation to the joint storage area in the Village Hall containing Parish and Village Hall documentation with a view to making the area secure and fireproof.

Action:-Cllr Morris to provide quote

Children's Play Area.

The Annual Inspection report had identified a number of medium to low risk items that require remedial work. A quote for this work has been obtained, although following a site visit it was thought most if not all the work could be successfully undertaken by Councillors.

Action:- Cllr Adams and Cllr Morris to visit site and attempt to address the items in the report.

14. Correspondence

This section in future will be referred to as the Clerks reports with all relevant matters covered brought to the attention of the Council.

15. Financial Update

Cheques for Approval

Staff Salaries & Expenses £ 1203.41

HM Revenue & Customs	£86.60
GB Sports & Leisure	£90.00
Acorn Landscaping	£260.00
DG Board	£720.00
J.Mortimer	£192.00
M.Tripp	£36.47

Proposed Cllr Vearncombe

Seconded Cllr Bates

These were unanimously agreed for payment

13. Councillors Report

Cllr Whyte

Cllr Whyte reported that as of yet there was no Children's entertainer booked for the Childrens Christmas party .

A request was also made to Cllr Jenkins with a view to advertising the Village fete on the village FaceBook page.

Cllr Buckley

Cllr Buckley reported that there had been illegal parking along Sand Road and that this had been reported to NSDC Highways dept.

Cllr Jenkins

Cllr Jenkins confirmed the Scarecrow Trail was a great success and that there were plans to repeat the event next year. A calendar containing pictures of the all the Scarecrows would be available to purchase in Sept /August.

Cllr Jenkins is also seeking donations for the Village Fete Tombola

Cllr Morris

Cllr Morris reported that following a recent flash flood which resulted in the closure of Lower Norton lane the diversion signs remained in place after the road was reopened. This had been reported to Nick Raymond NSDC.

Cllr Morris also indicated that there appeared to be further work due to be undertaken by NSDC. A request was made to the Unitary Councillors to investigate with NSDC the details and timescales.

Action:- Cllr Willis and Cllr Pilgrim

Cllr Horry.

Cllr Horry requested the set up of a call off order to replenish the photocopier paper.

Action:-Parish Clerk

Cllr Horry also confirmed the dates of the Local History Exhibition being Thursday 11th July to Sunday 14th July at the Village Hall.

Cllr Harper

Cllr Harper reported the footpath opposite the New Inn was overgrown and required attention

Action:- Parish Clerk to contact Andy Ham

It was confirmed that a resident had indicated a willingness to take responsibility for maintaining the Bus Terminus car park.

It was agreed that Cllr Harper and Cllr MacDonald were to meet at the Car Park on Saturday morning to discuss.

Cllr Adams

Cllr Adams reported a pot hole and sunken drain cover in Lower Norton Lane.

Action- Parish Clerk to contact NSDC

Cllr MacDonald

Cllr MacDonald reported that the picket gates were overgrown at the entrance to the Village

Action:- Parish Clerk to contact Andy Ham

Meeting Closed 9.09pm

14. Date of Next Meeting Monday 5th August 2019

