



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”

Clerk to the Council Mike Hardwick

35 Beach Road Sand Bay, Kewstoke

Weston Super Mare BS22 9UU

Tel Mobile 07836 386244

e-mail Parishclerkkewstoke@Gmail.com

Chairman Councillor J.MacDonald

Minutes of the of the Kewstoke Parish Council meeting held on Monday 3rd June 2024, which commenced at 7pm.

Present:- Cllrs, K.Harper, R.Adams, T.Morris.(Vice Chairman), G.Vearncombe. S,Baxter, K.jenkins, R.Cunningham & N.Whyte .

In attendance

Parish Clerk

M.Hardwick

Unitary Members

Cllr Williams Part

Public Participation

There were no members of the Public in attendance.

1.Opening of the meeting

The meeting opened at 7pm

Cllr Morris welcomed the newly co opted Councillor, Cllr Baxter .

A Declaration of Acceptance of Office was then duly signed by Cllr Baxter and a Register of Interests document presented to Cllr Baxter to complete.

2. Apologies for absence

N.Richards **Liaison Officer**

Cllr MacDonald

Cllr Horry

Unitary Members

Cllr Pilgrim

3. Declaration of Interests

There were no declarations of Interest

4. Adoption of the minutes of the Parish Council meeting of 7th May 2024

Proposed Cllr Cunningham
Seconded Cllr Vearncombe

The Chairman called for a show of hands by the Councillors in attendance at the meeting on 7th May 2024 to indicate their support for the adoption. This was indicated unanimously.

Agreed Unanimously

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

Deer Warning Signs

A request had been received for the Parish Council to provide warning signs relating to deer crossing Lower Norton Lane.

Cllr Vearncombe indicated that he had a spare sign and would make this available to the resident. A suitable location would then have to be identified.

Action: - [Cllr Vearncombe- ongoing](#)

Annual Playground Report

Cllr Morris reported that there was still some work to be completed although the recent inclement weather had delayed any work.

Action: - Cllr Morris & Cllr Vearncombe ongoing (2 O/s Items)

Signage Toilets & Crookes Lane Footpath

It was agreed that Cllr MacDonald would further progress obtaining signage relating to the fact that the Parish Council maintained both the above facilities.

Cllr Harper confirmed that existing signage had now been installed at the Toilet Block

It was proposed that a sign prepared by Cllr MacDonald be sited at the Footpath entrance on Crookes Lane indicating that the path was provided and maintained by the Parish Council.

Proposed Cllr Morris

Seconded Cllr Vearncome

Agreed by a Majority decision of 7-1

Action: - Cllr MacDonald- ongoing

Fence Crookes Lane Footpath

Cllr Morris reported that he and Cllr Adams had further inspected the fence and identified that at least 20 posts required reinforcement or replacement, albeit in their opinion they were not in a dangerous condition.

It was suggested that metal stakes were inserted and screwed to the posts initially to see if this resolved the issue.

It was agreed that two quotes would be obtained in respect of repairing the posts, possibly in stages dependant on cost.

It was noted that an amount had been included in the 2024/25 precept for part of this work.

Action: - Cllr Harper & Cllr Adams- Ongoing

Book Swap

Cllr MacDonald also raised the possibility of setting up a book swap facility in the Telephone Kiosk currently housing the defibrillator unit. Following some discussion it was agreed that this would be progressed noting some matters of detail needed to be agreed and resolved.

Action: - Cllr MacDonald ongoing

Cllr Pilgrim reported that she was still in the process of chasing North Somerset Council with a view to getting the Car Park opposite the South Sands Hotel locked overnight as had been previously agreed.

Cllr Morris reported further issues of anti social behaviour in the Bus Terminus Car Park and along Sand Road.

Action: - Cllr Pilgrim – ongoing

6. Police Beat Report

There was no Police Beat report for May.

7. Unitary Members Report

Cllr Williams

Cllr Williams reported that:-

Pot holes of the Toll Road had now been addressed.

NSC was aware of the issues of the hedge cutting off Anson Road and action was in hand.

Issues with the road surface at Collum Lane were known and to be addressed on completion of the ongoing works. It was anticipated this would be in July 2024 although confirmation was sought.

The Chairman of the Birnbeck Pier Trust had offered to come to a Parish Council meeting and update Councillors on progress.

It was agreed to take up this offer

Action: - Cllr Williams

8. Other Issues

1. AGAR Return

Approval of AGAR Return for 2023/24 Details of the draft figures and documents had been reviewed at the recent Finance and Policy meeting. Documents were presented for approval by Cllr Morris:-

A) Annual Governance and Accountability Return 2022/23 Part 3 P3 Annual Internal audit report.

B) Annual Bank reconciliation for the 2023/24 financial year.

C) Section 1 Annual Governance and Accountability Statement 2023/24 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 2023/24. The Completed statement is recommended for approval.

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

Proposed Cllr Morris

Seconded Cllr Whyte

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

Agreed Unanimously

2.Conflicts of Interestwith BDO LLP

The Clerk reported that the External Auditors had requested completion and submission of a form confirming if there were any Councillors who had a conflict of interest with the audit company BDO LLP. It was agreed that there were no conflicts of Interest and the form was duly signed by Cllr Morris, Chairman of the meeting.

3. Appointment of Auditor for 2024/25

A letter of Engagement and Terms from the Current Internal Auditor was presented to the meeting by the Clerk.

It was proposed that Mrs S. Lowe should be appointed to undertake an Internal Audit of the Council for 2024/25.

Proposed Cllr Morris

Seconded Cllr Whyte

4. Sand Bay Dunes Fencing Work

The Clerk reported that the Environment Agency were to undertake work on the Dunes to update the Sea Defences in June 2024. Information regarding the works had been published on the Councils usual platforms.

9.Financial Update

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

Payments for Approval May 2024

Salaries & Reimbursements	£2,717.78
HM Revenue and Customs	£250.41
Weston Town Council	£308.88
Rapide Office Supplies	£49.50
Weston Support Services	£161.24
J.K.Gardening	£965.00
South West Hygiene	£356.72
Total	£4,809.53

Additional Payments for May paid by DD

Water2Business £40.50

Water2 Business £93.00

British Gas	£25.49
SSE	£246.71

The Clerk also referred to the options of renewal of the Fixed Term contract for the provision of electricity to the Telephone Box which houses the Defibrillator Unit.

It was proposed to sign up to 3 year contract.

Proposed Cllr Cunningham

Seconded Cllr Vearncombe

Agreed Unanimously

The Clerk also referred to a CIL payment due from NSC of £954.59, this would be paid subject to a quote/Invoice, for work in respect of Public Open Spaces around the Village.

10. Clerks Report

Allotments

The Clerk reported that there was one O/S payment due for the allotments and 3 contracts to be signed.

Action: - Cllr Vearncombe

Forthcoming Working group meetings

The Clerk referenced the dates of the next two working group meetings

Monday 10th waste and Recycling Village Hall 7pm

Monday 24th Web Advertising Web Administrators House 7.30pm

Streetlighting

An email had been received from North Somerset Council regarding the number of LED lights currently being used in the Streetlights owned by the Parish Council, with a view to offering a quote to replace those not LED. It was not known the numbers. It was suggested Centregreat were contacted to establish numbers.

Action: - Parish Clerk

It was requested that Cllr Adams contact the contractor who undertakes the hedge and Sea Bank grass cutting to request a copy of his Public Liability Insurance and ensure they had undertaken a risk assessment prior to commencement of any work.

Action: - Cllr Adams

There was some concern over the safety aspect of cutting the top of the Dunes. It was agreed to assist if possible with signage and manpower whilst the work as undertaken.

Public Space Protection Orders

The Clerk reported that a Public Place Protection Order requested by the Council in respect of anti Social behaviour on the Beach and Dunes had passed the first scrutiny meeting by North Somerset Council. It was also note a number of other PPPO's also applied to Sand Bay and would be referenced in signage along the Dunes.

The Clerk also confirmed that the illegal cutting of a hedge adjacent to Anson Road had been reported to the Police and North Somerset Enforcement Department.

11. Councilors Report

Cllr Jenkins

Cllr Jenkins reported that concerns had been raised with regards dogs out of control on the Beach. (X ref item 10, other issues, PPPO.)

Cllr Jenkins also requested the mobile numbers of Councillors to be updated on the Web site

Action; - Cllr MacDonald

Cllr Vearncombe

Cllr Vearncombe confirmed that the one way system operating along Kewstoke Road had now ceased.

Cllr Vearncomne also requested that the hedges along Kewstoke Road be cut back as they had become overgrown whilst the one way system had been in place.

Action; - Cllr Adams

Cllr Whyte

Cllr Whyte reported that the "Road Closed" sign at the Quarry end of one way system was still in situ and required removing.

Action :- Parish Clerk

Cllr Cunningham

Cllr Cunningham reported that Sue Lowe had resigned as clerk to" Kewstoke in Need" charity, and that the position had been advertised.

Cllr Cunningham also reminded the meeting of the "Kewfest" taking place over the w/e 14th -16th June.

A request was also made to retrieve and store the "Tug of War" rope in the Village Hall.

Action: - Cllr Vearncome & Cllr Harper

Cllr Cunningham reminded the attendees that a wine tasting event was taking place on the 29th June in the Church Hall to raise funds for the restoration of the Church. Tickets are available from Cllr Cunningham.

Cllr Adams

Cllr Adams referred to the National Trust Car Park at Sand Point where incomplete resurfacing work had left exposed speed bumps which could damage vehicles.

Meeting closed at 7.55

12. Date of next meeting Monday 1st July 2024.

