



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 an inaugural virtual “on-Line” meeting attended by representatives of the Kewstoke Parish Council held on Monday 6th April 2020, which commenced at 7pm.

Present:- Cllrs R. Adams, T Morris (Vice Chairman) R.Buckley, T. Horry , N.Whyte, G.Vearncombe, R.Cunningham, &, J.MacDonald (Chairman) K.Jenkins

Due to some communications issues not all Councillors were able to be “on line” for the full meeting.

In attendance

Unitary Members

None

Parish Clerk

M.Hardwick

1. Opening of the meeting

The meeting opened at 7pm.

The Clerk was asked by the Chairman to outline the reasons for this meeting and the current position regarding the legality of virtual meetings deemed necessary in these unprecedented times of Government restrictions on public gatherings.

The Clerk confirmed that this meeting was not a Parish Council meeting as although legislation had been passed very recently to allow virtual meetings of Parish Councils, the details and protocols of such meetings had yet to be finalised.

The Clerk proposed to attend an online seminar run by the SLCC along with the Chairman to understand more about the legality of hosting such meetings.

The Clerk also confirmed that a motion had been recently passed with Councillors indicating their wishes electronically via e-mail delegating responsibility for decision making during this unprecedented period to the Chairman, Vice Chairman and Planning Chairman, although it was anticipated that wherever possible all members of the Council would be consulted and that this meeting was part of the process.

The legislation also allowed for the cancellation of the Annual Parish Council meeting due to be held in May, and that all officers would continue in post until May 2021 or until reviewed at a future Parish Council meeting prior to this date. . . .

2. Apologies for absence

N.Richards (Liaison Officer)

Cllr Willis Unitary Member

Cllr Pilgrim. Unitary Member

Cllr Bates

Cllr Harper

3. Declaration of interests

None

4. Adoption of the minutes of the Council meeting of 2nd March 2020

The Chairman called by a show of hands and verbal confirmation whether the Councillors could indicate their support for the adoption. This was indicated unanimously.

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Proposed Cllr Cunningham

Seconded Cllr Morris

Indicative vote was unanimous.

5. Actions from previous meeting.

. Signage for staff vehicles

Cllr MacDonald confirmed that the Signs for the Vehicles had been purchased and were operational.

Crime Statistics

It was suggested that the database of meaningful statistics in respect of reported crimes over a period of time would be revisited.

Action:- Cllr Jenkins ongoing

Cutting back of trees on Monks Hill

Cllr Vearncombe reported that trees adjacent to Monks Hill required cutting back.

Action:- Cllr Vearncombe ongoing as Cllr Vearncombe was not “on-line” at this point of the meeting..

Car Parking at Bus Terminus.

The Clerk reported a meeting had taken place with NSDC Civil Enforcement Manager Cllr Morris and Cllr MacDonald regarding two items

1. The ongoing funding of car park maintenance and initial set up costs of wilding.- It was agreed to submit a further request to NSDC for £1000, supported by invoices, to obtain a further contribution towards the initial set up of the wilding project and request an additional £500 per annum with ongoing maintenance costs.

It appeared subsequently, following further contact with the Enforcement Manager that it was not a given that funding would now be received. The Clerk agreed to continue pursuing the request.

Action:- Parish Clerk

Action:- Parish Clerk

Allotment Contracts

Allotment contracts are due to be signed this month. The Clerk has provided Cllr Vearncombe with contracts and covering letters for distribution. .

Action:- Parish Clerk Cllr Vearncombe - ongoing as Cllr Vearncombe was not “on-line” at this point of the meeting..

Warning signs

Cllr Adams reported that large vehicles were turning into Elmsley Lane and then finding themselves stuck and struggling to turn around and wondered if warning signs could be erected at the entrance

Action:- Cllr Vearncombe to raise with NSDC. – ongoing as Cllr Vearncombe was not “on-line” at this point of the meeting..

Streetlight

Cllr Morris reported a failing street light in Kewside.

Action:- Cllr Harper- ongoing

Council Christmas Party

Cllr Bates raised the issue of the Councils Christmas Party 2020, and requested deposits of £20 from each of the Councillors.

Action:- All- ongoing

6. Police Beat Report

The Clerk reported that the March report had not been received. However a letter had been received from the Chief Constable outlining the forces position with regards Covid-19.- The Clerk had previously circulated the letter via e-mail.

7. Unitary Members report

No Unitary members were present .

8. Other Issues

Footpath lease

Cllr MacDonald confirmed that the landlord had been contacted and that a contract was with the land owners solicitors and would be available for the Council to review in due course.

Tablets

Cllr Buckley confirmed that all the Tablets have been all set up now ready for receiving minutes by electronic mail. Cllr Whyte & Cllr Bates have new email addresses so their personal mail does not get mixed with the council mail. Cllr Jenkins to obtain a license for the Councils Web Site so this can be used for email addresses.

WCAG2.1

The Clerk reported that a draft Statement of Accessibility had been drawn up and following some detailed checking by our Web Site administrator this would be submitted to the Councillors for approval in due course.

Action:- Parish Clerk to circulate final draft to Media Committee..

Quote for Kiosk/Toilet Block

The clerk confirmed that two quotes had now been received and that as work was unlikely to be able to commence with the current Government restrictions in place it was agreed to add to a future agenda.

Dog fouling at Sand Bay

In the absence of Cllr Bates this item will be placed on a future agenda.

Action:- Parish Clerk

Grass cutting Policy

As the consent to cut the grass adjacent to the footpath on the dunes had elapsed the Clerk had written to Natural England requesting continuation of the current arrangements. A reply is awaited.

The contractor due to cut the grass is currently self isolating so there is no clear date when this could go ahead if consent is agreed. .

Date of the Annual Parish Meeting

In view of the current restrictions it was agreed to cancel this meeting originally planned to take place on May 16th. Details of the cancellation would be posted on the Councils web site.

Action:- Parish Clerk.

Beach Clean- Role of the orderly

Cllr Cunningham confirmed that a draft job description had been drawn up and was ready to present to the Beach Orderly.

Action:- Parish Clerk

9.. Clerks Report

Dune Erosion

The Clerk recently met with a representative of the Environment Agency who agreed that the proposed work on securing the sea defences along Sand Bay was continuing but at a reduced rate due to the current Government restrictions.

A manual survey of the sea defences by the Environment Agency was also agreed to be undertaken.

Date of Policy & Finance meeting

It was agreed that this meeting would be held virtually. Date and time to be agreed.

Annual Reporting

The Clerk confirmed that the AGAR return had been delayed this year due to the current restrictions. The annual accounts, however, have been finalised and are awaiting scrutiny from the Policy & Finance Committee before presentation to the full Council.

10. Financial Update

Financial Update February 2020

Payments for Approval

		<i>Transaction Number</i>
Salary & Expenses	£1457.84	on line banking
HM Revenue & Customs	£216.29	on line banking 310785858
Foremostsigns	£132,00	on line banking 594005650
J.Mortimer	£152,00	on line banking 69314108
K.Harper Reimbursement	£7.90	on line banking 87583056
Weston support Services	£82.55	on line banking 64368227
R.Adams Rimbusement	£114.00	on line banking 480668365
Village Hall	£150.00	on line banking 27473794
Total	<u>£2312.58</u>	

The Chairman called by a show of hands and verbal confirmation whether the Councillors could indicate their support for the adoption of a motion to approve the payment of the itemised transactions.. This was indicated unanimously

11. Councillors Report

Cllr Morris

Cllr Morris reported that the grass on the triangle at the bottom of Monks Hill required cutting

Action:- Parish Clerk

Cllr Horry

Cllr Horry thanked the Chairman for all his efforts in setting up this inaugural Virtual meeting.

Cllr Jenkins

Cllr Jenkins confirmed that the Kewstoke Volunteer help scheme was working well and that a number of residents were currently being helped with shopping, collection of medicines etc.

There, however, seemed to be an issue where NSDC were passing details of requests for help onto the Parish Council and treating them as “actioned”, by the mere passing of details. .

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Meeting Closed 7.40 pm

16. Date of Next Meeting Monday 4th May 2020

