



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 of the Kewstoke Parish Council meeting held ‘Virtually’ via Zoom on Monday 4th January 2021, which commenced at 7.05 pm.

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

In attendance

Parish Clerk

M.Hardwick.

Unitary Member

Cllr Pilgrim

Public Participation

None

1. Opening of the meeting

The meeting opened at 7.05 pm.

The Chairman opened the meeting and wished everyone a Happy New Year, and confirmed that the meeting was being held 'online'. It was also noted that the public and press had been invited to attend this 'online' meeting via Zoom.

2. Apologies for absence

Cllr Willis Unitary Member

N.Richards Liaison Officer

Cllr Vearncombe

3. Declaration of interests

None

4. Adoption of the minutes of a meeting of the Council members of 2nd November 2020

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

Proposed Cllr Morris

Seconded Cllr Bates

Agreed Unanimously

5. O/S Actions from previous meeting.

Set up of email addresses for Councillors

A number of Councillors still required assistance in setting up their tablets and were requested to liaise with Cllr Buckley.

Action: - Cllr.Buckley-ongoing as difficulties experienced by Covid-19 regulations prevents physical meetings.

Damage to Allotment Wall

The Clerk confirmed that a number of trees adjacent to the allotment wall have now been cut down, Cllr Morris has now been able to assess the extent of the damage and will provide a quote, expected to be in the region of £1800.

The Clerk is to confirm if a number of quotes are required by referring to the Procurement Policy and Financial Regulations.

Action: - Cllr Morris – Parish Clerk

Parish Boundary

Cllr Adams raised the matter of clarity of the current Parish Boundary as there appeared to be some concern over the recent planning application 20/P/1579/OUT for 75 houses near Wick St Lawrence of which 30 appeared to be within the Kewstoke Parish Boundary.

Action: - Cllr Pilgrim to confirm if there was a boundary change following the 2015 review and if there had whether the Parish Council had received notification of a consultation.

6. Police Beat Report

The Clerk reported that a revised Police Beat report had been received for November but not for December.

A response on the improvement in the content of the report was still awaited from the Police and Crime Commissionaire.

Action: - Cllr Pilgrim to chase both items

7. Unitary Members report

Cllr Pilgrim reported

1. The position with regards the installation of the electric vehicle charger remains unclear.

Action:- Cllr Pilgrim to chase

2. Cllr Pilgrim also confirmed that she would pursue the answer to item 5 (Parish Boundary) and item 6. response from the Police and Crime Commissionaire and o/s Beat Reports.

8. Other Issues

2021/22 Precept report and Precept

Cllr Morris confirmed that the Policy and Finance Committee had met on 21st December to discuss a draft precept report and agree a precept amount to recommend to the Parish Councillors at this meeting.

The report and proposed budget for 2021/22 had been circulated to all Councillors prior to this meeting.- (see attached) with a recommended precept of £46K.

It was proposed that the precept should stay at £46k & the proposed 2021/22 Budget agreed.

Proposed Cllr Morris

Seconded Cllr Buckley.

This was agreed unanimously

Re adoption of Policies

Cllr Morris reported that a number of Policies had also been reviewed by the Finance and Policy Committee and updated. The latest versions had been circulated to all Councillors prior to today's meeting.

It was proposed that the policies KPC005, KPC006, KPC007 & KPC008 are re adopted.

Proposed Cllr Morris

Seconded Cllr Cunningham

This was agreed unanimously

Amended Traffic Restriction Order.

The Clerk confirmed that the work had finally been completed with the exception of single yellow lines from Sand Road to the first property in Myrtle Tree Crescent on both sides of the road,

It was agreed that the Clerk would contact NSDC to ensure this was completed albeit belatedly.

Action: - Parish Clerk

Traffic Cones

Cllr MacDonald reported that 10 replacement parking cones had been ordered with a view to strategically placing in Crookes Lane in periods of high volumes of traffic to temporarily alleviate parking issues, as was the case last summer.

It was agreed that the Clerk would contact NSDC to confirm that this was taking place.

Cllr MacDonald also indicated that this process could possibly be used in Myrtle Tree Crescent, although a recent questionnaire failed to provide a majority decision on how residents wished to alleviate parking problems in this area.

Some further discussion took place regarding parking issues in general, including extending yellow lines in Crookes Lane as well as additional parking areas within the Village.

It was agreed to add this to a future agenda as a topic for future discussion once the current Covid-19 restrictions had eased and visitors to the area returned to post Covid-19 levels.

Action: - Parish Clerk

A request was also made for the Clerk to contact the National Trust to see if the Car Park at Sand point could be fully opened.

Action:- Parish Clerk

Junction Collum Lane/Iyefield Road

The clerk reported that a site meeting arranged to discuss safety issues at the Junction had been called off at the last moment by NSDC due to Covid-19 restriction guidelines.

It is planned that this will still go ahead at a later date.

Cllr Adams questioned whether the junction was within the Kewstoke Parish and would confirm. Nevertheless, it was generally concluded that the meeting should go ahead with a view to improving the safety of the junction.

Action :- Cllr Adams

Bus Terminus Plaque

Cllr MacDonald reported that the relevant art work had been completed and that the plaque had been ordered.

The Clerk confirmed that approval had been received from NSDC allowing the plaque to be mounted in the Bus Terminus Car Park.

Printer/Photocopier

Cllr MacDonald led the discussions as to whether the current photocopier was still appropriate now that items such as the Parish Newsletter were published on line.

It was agreed that the Clerk instigate a meeting with our Account Manager to review options and costing of a replacement printer to present to Councillors.

There was also a suggestion that the number of copies purported as being produced and charged for was a little on the high side. The Clerk agreed to also raise this issue with our Account Manager.

Action:- Parish Clerk

9. Clerks Report

Sea Front Memorial Benches

The Clerk confirmed that a Contractor was now in the process of working on the maintenance of the benches along the Sea Front,

22 had been completed

4 started but not completed

18 to complete

Progress had been delayed due to weather conditions and the Contractor self isolating due to Covid-19.

Insurance Claim

The Clerk reported that a claim had been received from a visitor to Sand Bay in respect of paint damage to items of clothing allegedly from sitting on a Memorial Bench that had been recently painted; this had been referred to the Contractor and is now in the hands of his insurance company.

Notice Board Replacement

The Clerk reported that the Parish Notice Board near the New Inn was in need of replacement.

After a short discussion it was agreed to replace the Notice Board but possibly in a different location, such as adjacent to the Pink Shop or on the Village Green.

It was noted that to locate near the Pink Shop would require agreement of the owner of the land and to meet with him personally during this period of Covid-19 restrictions may prove difficult.

It was agreed to set up a separate 'online' meeting to discuss.

Action: - Parish Clerk Cllr Morris Cllr MacDonald Cllr Horry Cllr Cunningham

Church Maintenance Contract

The Clerk reported that NSDC wished to set up a meeting early in the New Year to discuss the ongoing maintenance of Church Grounds with Parish Clerks, and clarify some outstanding issues.

The current arrangements whereby the Parish Council is only responsible for cutting and strimming St Paul's Church Grounds, for which it receives a grant of £500 from NSDC, has been reiterated to NSDC.

Lockdown

It was concluded that there was no reason why our Orderlies and the Maintenance Manager should not continue working unless they felt unable to under current government Covid-19 restriction guidelines.

10. Financial Update

Payments for November and December had been approved outside of this meeting to allow payment in the appropriate calendar month. See attached.

11. Councillors Report

Cllr Morris

Cllr Morris suggested that if the current Lockdown period was extended then a reversion to 'virtual meetings' might be required to continue.

Cllr Buckley

Cllr Buckley reported that a number of shingles from the Shelter on the Sea Front required replacing. The Clerk confirmed that this was known and was waiting for a Contractor to repair.

Cllr Buckley also suggested that a number of trees were purchased by the Council and planted by local primary school children in association with the BBC Countryfile scheme.

It was agreed to add to a future agenda for further discussion.

Cllr MacDonald

Cllr MacDonald reported a large number of pot holes in Lower Norton Lane

Action: - Parish Clerk to contact NSDC,

Cllr Harper

Cllr Harper reported that the kissing gates on the Village green were broken and required repair. This was to be addressed during the summer months.

Cllr Harper also reported that our Volunteer Project Manager had requested additional funds to continue with the work of rewilding the area around the Bus Terminus Car Park in the region of £1,500. It was noted that this had not been included in next year's budget although funds could possibly be made available.

It was requested that more detailed plans of the proposed work was obtained and reviewed at a future Council meeting.

Meeting closed at 8.17pm

12. Date of next meeting Monday 1st February 2021.

Payments for December 2020

Salaries & Wages	£1,874.62
HM Revenue and Customs	£205.74
Zerographic	£121.71
E.R.Adams	£144.00
D G Board	£1,320.00
JH & AE MacDonald (reimbursement)	£165.60
K.Harper reimbursement	£15.00
F& D Richings	£294.00
J.Sayer	£271.65
Norman Coates Design	£150.00
	<u>£4,562.32</u>

Payments for November 2020

Salaries & Wages	£1,884.83
HM Revenue and Customs	£205.74
Weston Town Council (Dog Bins)	£237.60
M.J.Isgar (groundworks)	£420.00
T.H.Baker(Groundworks)	£2,590.00
Rapide System supplies	£13.50
Weston Support Services	£115.90
K.Harper reimbursement	£18.99
E.R.Adams	£120.00
	<u>£5,606.56</u>

