



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 on Monday 4th August 2025, which commenced at 7pm.

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

In attendance

Parish Clerk

M.Hardwick

Unitary Members

Cllr Williams

Kewstoke School Liaison

L.Ireland

Public Participation

There were no members of the Public in attendance.

.1.Opening of the meeting

The meeting opened at 7pm.

Cllr Morris confirmed that as the Chairman was away he would chair the meeting in his capacity as Vice Chairman.

Cllr Morris also welcomed back Cllr Whyte after her unfortunate accident.

2. Apologies for absence

N.Richards **Liaison Officer**

Cllr Pilgrim **Unitary Member**

Cllr Baxter

Cllr Clapp

Cllr MacDonald

3. Declaration of Interests

There were no declarations of Interest

4. Adoption of the minutes of the Parish Council meeting of 7th July 2025

Proposed Cllr Adams

Seconded Cllr Harper

The Chairman called for a show of hands by the Councillors in attendance at the meeting on 7th July 2025 to indicate their support for the adoption. This was indicated unanimously.

Agreed Unanimously

School Liaison

The Parish Councils Kewstoke School Liaison representative gave a detailed update on Kewstoke School. A summarised version is attached.

A number of questions and items were raised by the Councillors which were discussed in some detail. Items raised related to the full capacity of the school, the number of pupils that reside in the Village, an offer of parking in the Chapel car park, clarification of what might happen at the end of the head teachers maternity leave, and the Trust which the school was considering joining.

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

Document Storage

It was agreed to set up a steering group to look at scanning and indexing documents relating to the Parish Council and the Local History Group.

Due to illness the Steering Group was unable to meet, this is to be rearranged.

Action: - Cllr Baxter, Cllr Horry, & Cllr Jenkins.

A report with a recommendation has been produced. This will become an agenda item for debate subject to a review of whether the current cupboard area can be made fireproof and the current supporting floor accessed for suitability.

[Action; - Cllr Morris ongoing](#)

Birnbeck Pier

The Mayor Cllr John Crockford-Hawley who is also a local Historian and Trustee of Birnbeck Pier and sits on the Birnbeck redevelopment committee has agreed to come and undertake a presentation. It was agreed to invite the Mayor to one of the next Parish Council meetings with a 30 min slot made available.

The Clerk had emailed Cllr Williams with some proposed dates requesting that this be arranged.

Action: - Cllr Williams ongoing. This was anticipated to be prior to the next Parish Council Meeting 7th April 2025. – Ongoing

It was agreed that Cllr Pilgrim would contact John Crockford-Hawley directly to arrange a presentation.

Action:- Cllr Pilgrim

The Clerk confirmed that John Crockford –Hawley had agreed to undertake a presentation prior to the Parish Council meeting in September at 6.30pm to address the Councillors.

[Councillors were reminded of this presentation.](#)

Village Green

Cllr Morris confirmed he is to purchase a replacement gate post and arrange installation as agreed. .

[.Action; - Cllr Morris & Cllr Harper ongoing](#)

Finger Posts

Cllr Vearncombe confirmed that he and Cllr Morris planned to paint the finger posts after the Easter Weekend.

Action; - Cllr Morris & Cllr Vearncombe- ongoing

[Cllr Vearncombe confirmed that the work had commenced.](#)

[Action:- Cllr Morris & Cllr MacDonald - ongoing](#)

Coach signage

The Clerk confirmed that he had contacted the Lead Engineer (Neighbourhood Traffic) at North Somerset Council regarding the issue, raised previously by Cllr Vearncombe, of Coaches ignoring the restrictions on Kewstoke Road and using this route to access the Village.

It was requested that the volumes and times of the occurrences were recorded and forwarded onto the Police for enforcement action and also North Somerset Council to

see if additional signage is warranted. It was agreed that Cllr Vearncombe would monitor and provide photographic evidence.

Action: - Cllr Vearncombe.

It was agreed that the Clerk and Cllr Vearncombe meet up w/c 7th July 2025 to progress

It was agreed that the owners of Sand Bay Holiday Centre were contacted to see if they were prepared to provide signage, or at least obtain agreement to the use of their logo.

Action:- Parish Clerk

Cllr Vearncombe

Cllr Vearncombe referred to two apparently related issues, one concerning the number of vans parking outside a property, in Kewstoke Road, suggesting multiple occupancy, and secondly the apparent resulting damage to the road surface.

It was agreed to raise the matter at the next meeting with North Somerset Enforcement Department and report the road damage to North Somerset Highways Department.

Action: - Parish Clerk & Cllr Adams- Ongoing Meeting TBA

Cllr Morris

Cllr Morris had been made aware that a swing had been damaged in the Village Green Play Area. He reiterated that, in such circumstances, it should be cordoned off /put out of action then reported to the Clerk to be repaired by an authorised repairer. This would ensure that the Council bore no liability should an accident occur. This applies to all equipment in the Play Area.

The Clerk confirmed that the swing frame had been recently replaced by a sub contractor and that following a visit by the main contractor it was agreed that the work to the swing and frame was substandard and required replacing. This would be at no cost to the Parish Council.

The Clerk confirmed that the work to replace the swing frame had taken place but that there were still issues and that further work was required planned for on Tuesday 12th August 2025, In the meantime two swings were currently unavailable.

6. Police Beat Report

There was no beat report for July

7. Unitary Members Report

Cllr Williams

Cllr Williams reported that the drainage issue along Lower Norton Lane had been addressed and resolved.

Cllr Pilgrim

A report was summarised and read out by the Clerk from Cllr Pilgrim who was unable to attend the meeting, Please see attached.

The key points covered were

Community Response Officers and reinstating support

Public Space Protection Orders

Double Yellow lines on Crookes lane

The Local Plan

Parish Liaison

Visit by John Crockford-Hawley &

Community Governance Review

8.Other Issues

Risk Assessments

The Councils Risk assessments were reviewed in detail at the last Policy & Finance meeting with a number of amendments proposed.

The revised assessments were proposed for adoption by Cllr Morris, Chair of the Finance and Policy Committee. These had been previously circulated to the Councillors to review.

Proposed Cllr Morris

Seconded Cllr Cunningham

These were agreed unanimously.

Monitoring of Play Area and Defibrillators

It was agreed at the Policy & Finance Committee that the play area and equipment at the Village green should be regularly monitored and recorded. To this end a clip board and spreadsheet was made available to Cllr Vearncombe. It is expected that this function should be shared between Councillors.

The Annual Playground report was also made available to Cllr Vearncombe to review. It was noted that any items requiring attention were of low risk.

It was agreed at the Policy & Finance Committee that the Defibrillators should also be regularly monitored and recorded. To this end a clip boards and spreadsheets were made available to Cllr Cunningham and Cllr Harper.

Cllr Horry requested that same for monitoring the defibrillator at the Village Hall, noting that this is managed by the Village Hall Committee.

Action: - Parish Clerk

Staff Matters

Cllr Cunningham, Chairman of the Staffing Committee, reported that one of the orderlies, employed to litter pick in and around the Village, had resigned with their last day of work being 30th September 2025.

Cllr Cunningham outlined a number of options available to the Parish Council when reviewing the appointment of a new Orderly. A meeting of the Staffing Committee was arranged for Wednesday 13th August 2025 at 7pm in the Village Hall to progress.

Action: - Staffing Committee Cllr Cunningham, Cllr Morris, Cllr Harper and the Clerk. Plus Cllr Adams & Cllr MacDonald

Parish Website

The Clerk confirmed that resulting from a recent Social Media Committee meeting Cllr Baxter had agreed to undertake a review and produce a report on the current website. Cllr Baxter and Cllr Jenkins had also agreed to act as backup to the Web Administrator.

Occupancy of the Dunes

The Clerk reported that following a recent meeting with Natural England attended by Cllr MacDonald, Cllr Morris, Cllr Adams & the Clerk, the process for registering and taking Occupancy/Stewardship of the Dunes had become clearer.

The first step would be to employ an agent to register the Parish Council with the Regional Payment Agency (RPA). The Clerk reported that Greenslade Hunt & Taylor Estate Agents had been provisionally approached to undertake the registration.

It was proposed in principle to progress the registration, subject to cost.

Proposed Cllr Vearncombe

Seconded Cllr Morris

Agreed Unanimously,

Action: - Parish Clerk

The Clerk requested that a member of the Council head up a Working Group to progress the overall process. Cllr MacDonald was in his absence suggested. (To Be Confirmed)

Anti Social behaviour.

A site visit at the Car Park opposite South Sands Hotel with representatives of the Police and North Somerset Council, had recently taken place and attended by Cllr MacDonald, Cllr Harper & the Clerk, as a follow up to addressing issues of anti social behaviour in and around the Village.

After some discussion and looking at numerous solutions, it was agreed that North Somerset Council would strategically install speed bumps in the Car Park. There was a request that the Parish Council contributed partly to the Cost.

This was proposed and agreed in principle subject to cost.

Proposed Cllr Morris

Seconded Cllr Vearncombe

This was agreed unanimously.

Action: - Parish Clerk

9.Clerks Report

The Clerk reported that he had received a phone call, allegedly from a representative of the press, concerning the Vicars request that for Health and Safety reasons the Church wall should not be used to change the VAS battery. The Clerk declined the request from the press to comment or answer any questions and contacted the Vicar regarding details of the phone call. It was requested that the Vicars response be included in these minutes. See below:-

Dear Mike,

I have read the minutes from the June 2025 parish council meeting and would just like to thank the Parish Council for all the hard work they put in to making Kewstoke such a pleasant place to live and work.

I would just like to tender my offer to you again to use the step ladder which is kept in the choir vestry at the back of the church and that I am really happy to come and hold the ladder for you to avoid any extra resource being required from the council when changing the VAS battery. As you know, it was out of concern for your safety that I raised this issue and not an issue with standing on the church wall per se! If you are able to minute this that would be fantastic as then should anyone other than you be changing the battery they will know where to find the ladder and me!!

Once again thank you for all that you do!

With every blessing
Gail

Disabled Toilet

The Clerk reported that the disabled toilet was not locking correctly and that the Contractor Healthmatic had been contacted with a view to fixing. The cost was in the region of £150.

9.Financial Update

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

Payments for Approval July 2025

Salaries and reimbursements	£3,088.70
HM Revenue and Customs	£598.59
J.K.Gardening	£929.25
Weston Town Council	£386.01
Kewstoke Village Hall	£180.00
K.Harper reimbursement	£98.95
SM Babbage	£984.00
Total	£6,265.50

Additional Payments for July paid by DD

Water2Business	£13.00
Water2 Business	£95.50
British Gas	£31.31
EDF	£426.34
Service Charge	£6.00

Kiosk Rent.

The Clerk confirmed that the rent for the Kiosk had been invoiced and paid.

SSE Contract

The Clerk confirmed that a fixed 1 year contract had been agreed with SSE Energy solutions to supply the electricity to the Kiosk and Toilet Block w.e.f. 1/10/2025.

Memorial Benches

The Clerk reported that two of the benches with concrete sides were in urgent need of repair, and that a quote for £1,248 had been received to replace the damaged wooden slats.

Normally the Council would look to replace the benches with those made of recycled material but as these were with concrete sides it was agreed that wooden slat replacement would be preferable.

It was anticipated that as one of the benches contained a plaque a contribution could be sought from the original donors.

It was proposed to accept the quote subject to all the slats being replaced.

Proposed Cllr Vearncombe

Seconded Cllr Harper

This was agreed unanimously.

Action: - Parish Clerk

10. Councilors Report

Cllr Jenkins

Cllr Jenkins reminded the meeting that the Annual Scarecrow Trail was taking place shortly, and that there was still time for additional entries. This year's Scarecrow Trail will be held over the weekend 13th/14th September 2025.

Cllr Cunningham

Cllr Cunningham reported that there was a new defibrillator unit situated at the Cosy Hatch and that an open day was planned for 23rd August 2025 to demonstrate how to operate it. This had been advertised on the Village Face Book page.

Cllr Whyte

Cllr Whyte thanked everyone for the flowers and good wishes received since her accident.

Cllr Harper

Cllr Harper reported that a team from Cornwall had been harvesting the red berries found on the sea buckthorn on the Dunes.

Cllr Adams

Cllr Adams referred to a previous request for a drop curb to be installed opposite the "Pink shop". This was requested to be revised to extending the existing tarmac pavement to the current dropped curb.

Action: - Cllr Williams

Meeting closed at 8.52pm

11. Date of next meeting Monday 1st September 2025.

