

**Minutes of a Meeting of Wrington Parish Council  
held in the John Locke Room on Wednesday 20 May 2015**

Present: Cllr D Glynn (Chairman)  
Cllr G Bigg  
Cllr J Fowler  
Cllr B Taylor  
Fiona Burke (Clerk)

Cllr P Ledbury  
Cllr J Rawlins  
Cllr D Robertson  
Cllr D Yamanaka

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1. To elect a Chairman for the year 2015/16.  
Cllr Glynn opened the meeting and invited nominations for the position of Chair of the Council. Cllr Taylor proposed the nomination of Cllr Glynn and Cllr Ledbury seconded the motion. All were in favour.  
**Resolved: To appoint Cllr David Glynn as Chairman of the Council.**
2. To receive the Chairman's declaration of acceptance of office or to permit him/her to make the declaration before or at the next meeting of the Council.  
The Chairman signed the declaration of acceptance of office.
3. To receive Councillors' declaration of acceptance of office or to permit them to make the declaration before or at the next meeting of the Council.  
Councillors present signed their declarations of acceptance of office.
4. To consider the appointment of a Vice-Chairman for the year 2015/16.  
The Chair invited nominations for the position of Vice-Chairman of the Council. Cllr Rawlins nominated Cllr Taylor and Cllr Ledbury seconded the motion. All were in favour.  
**Resolved: To appoint Cllr Barrie Taylor as Vice-Chairman of the Council.**
5. To receive apologies for non-attendance and to approve the reasons where appropriate.  
Apologies were received from Cllr Lankester for personal reasons and Cllr Woolf for medical reasons.  
Leo Taylor, NSC Parish Liaison officer, and PC Paul Morris had also sent their apologies.
6. Declarations of Interests:
  - a. To note and approve the Council's Code of Conduct.  
The Code of Conduct was noted and approved.
  - b. To receive Councillors' signed declaration of interests.  
Councillor's signed declaration of interests were received.
  - c. To receive any declarations of Disclosable Pecuniary Interests (DPI) related to agenda items.  
No declarations of interest on agenda items were received.
7. To adjourn the meeting for Public Participation.  
No member of the public was present.
8. To receive a report from the Police representative, if present.

A police report had been received and noted.

9. To note that if the Council wishes to exclude the press or public for any particular item the following resolution must be passed:  
*'The press and public be excluded from the meeting during consideration of item(s) ... on the grounds that publicity might be prejudicial to the public interest (by reason of the confidential nature of the business) or (for other special reasons which must be stated).'*  
This was noted.
10. To confirm and sign as a true record the minutes of the meeting held 15 April 2015.  
The minutes were signed and approved as a true record.
11. To confirm the appointment of Fiona Burke, Clerk to the Council, as Responsible Financial Officer (RFO) to the Council.  
**Resolved: To confirm the appointment.**
12. To agree that the Planning Committee can act on behalf of the Council, to confirm that all Councillors are members of the Committee and to consider the appointment of a Committee Chairman for the year 2015/16.  
**Resolved: To agree that the Planning Committee can act on behalf of the Council.**  
The Chair invited nominations for the position of Chair of the Planning Committee. Cllr Ledbury nominated Cllr Taylor and Cllr Rawlins seconded the motion. All were in agreement.  
**Resolved: To appoint Cllr Barrie Taylor as Chairman of the Planning Committee for the year 2015/16.**
13. To appoint Working Groups for the year 2015/16 and to agree their membership. Previous Working Groups have been Finance, Highways and Environment. All were in agreement that the same working groups should be retained, with the Highways and Environment group meetings combined where necessary. It was agreed that Cllr Rawlins should Chair the Finance group, Cllr Ledbury the Highways group and Cllr Bigg the Environment working group. It was also agreed that all Councillors would be invited to attend any meeting.
14. To appoint representatives to outside organisations:
  - a. Memorial Hall & Recreation Field Committee (for up to 8 of a total of 12 seats)  
**Resolved: To elect Cllr Bigg, Cllr Ledbury, Cllr Yamanaka, Cllr Rawlins, Cllr Taylor, Cllr Glynn and Cllr Robertson as Council representatives on the Memorial Hall & Recreation Field Committee, with the option of one more Councillor to be added, subject to a subsequent decision on user group representation.**
  - b. Bristol Airport Consultative Committee  
Cllr Glynn and Cllr Bigg agreed to share representation on this Committee
  - c. Parish Councils Airport Association (PCAA)  
It was noted that the PCAA is not now as active as in the past. Cllr Bigg and Cllr Glynn agreed to share the role.
  - d. Avon Local Councils Association (ALCA)  
The Chair commented that ALCA meetings are now usually linked in with the NSC Parish Liaison meetings. It was agreed that the Council would have no

- specific ALCA representative but that interested Councillors should be encouraged to attend the Liaison meetings where possible.
- e. Campaign to Protect Rural England (CPRE)  
It was agreed that Cllr Bigg should represent the Council.
  - f. Wrington Sports & Social Club (WSSC)  
Cllr Woolf had expressed an interest to the Chair in representing the Council at the WSSC Committee. All were in agreement, with Cllr Glynn to maintain an involvement in outstanding actions.
  - g. Any other organisations of interest to the Council  
Councillors were all in agreement that no other external representation is needed at the present time but that arrangements will be made where necessary.
15. To consider the appointment of user group representatives to sit on the Memorial Hall & Recreation Field Committee, with the Cricket Club, Football Club, Drama Group, Gardening Club and WI represented in the past year.  
**Resolved: To write to the Hall and Recreation Field user groups requesting expressions of interest in representation on the Hall Committee, with invited representatives to be agreed at a subsequent Council meeting.**
  16. To confirm any further cheque signatories required.  
**Resolved: It was agreed that Cllr Taylor and Cllr Ledbury should act as additional cheque signatories.**
  17. To agree the proposed meeting schedule for the coming year for both the Council and the Planning Committee. Details circulated separately.  
**Resolved: To agree to the proposed 2015/16 meeting schedule.**
  18. To consider co-option to fill vacancies.  
The Clerk will place notices on the Council's notice board informing the public of the opportunity for co-option to the Council.  
Cllr Yamanaka suggested that the Council might consider reducing the Council size from 16, as at present, to fewer members.
  19. To consider training for councillors.  
The dates of the upcoming 'Good Councillor' courses were noted.
  20. To note items of correspondence received and requiring possible action:
    - Email from Naomi and Joe Dakin asking for permission to erect a 4m x 2m polytunnel on plot 10 of the allotments.  
**Resolved: To grant permission.**
    - Email from Lisa Staynings requesting permission to erect a 3m x 2m green polytunnel on plot 22 of the allotments.  
**Resolved: To grant permission.**
    - Email from Dr Norman Tricks thanking the Council for planting a replacement tree in the Mike Bush Paddock. This was noted.
    - Letter from John Clements, Wrington & Redhill FC, concerning potential changes to the facilities at the Pavilion to meet Somerset FA regulations and other issues.  
The Chair reported that discussions on options are ongoing. A scheme drawing should be available for the June Council meeting.
    - Email from Bill McEntee, NSC, confirming school admission arrangements for

- 2016-17 and revised admission arrangements for 2015-16. This was noted.
- Letter from Colin Russell, NSC, confirming the end of their dog bin emptying contract with effect from 5 May 2015.  
This was noted. At the suggestion of NSC, the Clerk would look into sourcing stickers for the dog bins showing the Council's contact details.

21. To receive the Clerk's report. The report is available for inspection in the minute book. The report was received and noted.  
The Clerk also reported that Wrington Pre-school had voted to close at their recent EGM. Councillors were in agreement that they would encourage and support a new pre-school group in the Hall and expressed disappointment at the Wrington Pre-school's decision to relocate to Barley Wood.
22. To receive the Finance Report and to authorise payments recommended for approval.

Kompan – play equipment for Recreation Field and Church Walk Play Area	£18,841.24
North Somerset Council – Dog Bin emptying, May	£374.40
Richard Sheppard – pruning of tree at the allotments	£200.00
Information Commissioner's Office – renewal of Data Controller's register required by Data Protection Act	£35.00
Memorial Hall – hall hire for the Annual Parish Meeting	£33.75
North Somerset Council – monthly inspection of play areas, April	£28.80
Mark Lillyman – cleaning of Broad Street, May	to be calculated
Nick Crocker (handyman) – Re-hang gate to Glebe field (£25.00); remove broken bench on Rec (25.00); repaint Bd st toilet sign & fix toilet roll holders (£28.50); make and fit new electric box cover, rear of pavilion (£121.00); fill in sides of small slide (£59.00); remove see-saw in play area (125.00)	£383.50
Parish Orderly's salary – May	£208.00
Clerk's salary - May	to be calculated
Clerk – topping up of petty cash for purchases made:- stamps (£13.67), bedding plants (£15.00) and office storage boxes (£13.21)	£41.88
Assistant Clerk's salary - May	to be calculated
Assistant Clerk - reimbursement for purchases made:- printer cartridge (£19.20) and paperclips, staples and batteries (£8.99)	£30.44

**Resolved: To approve the payments as proposed. Cllr Taylor proposed approval and Cllr Bigg seconded the motion.**

23. To receive and consider reports from:
- District Councillor, Cllr Yamanaka  
This was received and noted.
  - NE ward/Redhill, Cllr Fowler. No report had been received. Cllr Fowler queried when this year's grant from the Council to Redhill village hall might be paid. Cllr Fowler also reported that she felt there was a visibility problem for cars pulling out of Lye Hole Lane onto the A38. It was agreed to refer this issue to the Highways group.
  - Twinning Association, Cllr Rawlins. No report had been received. Cllr Rawlins will circulate the meeting minutes when these are received.

- d. Wrington Sports & Social Club, Cllr Glynn. It was reported that no WSSC meeting had taken place since the last Council meeting.
24. To receive and consider reports from Working Groups:
    - a. Finance, Cllr Rawlins. No meeting had been held this month
    - b. Environment, Cllr Bigg & Highways, Cllr Ledbury.  
A joint Highways/Environment report was received and noted
  25. To agree to renew the Council's insurance, due for renewal 1 June 2015. The Council's current provider, AON, has provided a quotation with the cost held at £2,053.04 for one year or £1,956.44pa for a three year agreement. An additional quote is being sought and will be available at the meeting.  
**Resolved: To renew the Council's insurance on the basis of a three year agreement with AON at a cost of £1,956.44pa.**
  26. Memorial Hall – to consider requests to serve alcohol as follows:
    - Wrington WI would like to sell/serve alcohol at the following events:  
14 October 2015 for a birthday meeting; 17 October 2015 for a charity evening and 10 December 2015 for a Christmas meeting.  
**Resolved: To grant permission for the above requests.**
  27. Items raised by Members for possible consideration at the next meeting of the Council, to be held Wednesday 17 June 2015.  
No items were raised.

There being no other business the meeting was closed at 9.15pm

**Chairman**