

**Minutes of a Meeting of Wrington Parish Council  
held in the John Locke Room on Wednesday 21 October 2015**

Present: Cllr D Glynn (Chairman)                      Cllr P Ledbury  
          Cllr G Bigg    Cllr B Taylor  
          Cllr J Fowler                                        Cllr J Rawlins  
          Cllr D Yamanaka                                 Cllr D Simpson  
          Judith Bishop (Assistant Clerk)

In attendance:    PC Paul Morris

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1. To receive apologies for non-attendance and to approve the reasons where appropriate.  
Apologies were received from Cllr Woolf (personal commitment), Cllr Lankester (personal commitment), and Cllr Robertson (personal commitment).
2. To receive declarations of Disclosable Pecuniary Interests (DPI) related to agenda items and to receive any amendments to the register of interests.  
No declarations of interests were received.
3. To confirm and sign as a true record the minutes of the meeting held 16 September 2015.  
The minutes were signed as a true record.
4. To adjourn the meeting for Public Participation.  
There was no public participation.
5. To receive a report from the Police representative, if present.  
PC Morris gave a brief report. He explained that in the last calendar month there had been one incident, namely a non-dwelling burglary (theft of a lawn mower from a shed). He understood some minor drug use had been alleged behind the Memorial Hall and would make sure patrols visited. He outlined his conversations with NSC relating to the poorly located dropped kerb opposite the School. It was noted the Council had already been in touch with NSC about this and it was agreed to contact them again. Finally PC Morris explained that the Community Response Team would be taking on responsibility for parking enforcement in the next year.

*PC Morris left the Meeting.*

6. To note items of correspondence received and requiring possible action:
  - a. Email from Jenny Weeks requesting permission to erect a 6x4 ft shed on plot 26 of the allotments.  
**Resolved: To grant permission for the shed.**
  - b. Email from Houshy Houshmand-Rahimi requesting permission to erect a 10x4 ft polytunnel on plot 1 of the allotments, with the location to be confirmed.  
**Resolved: To grant permission for the polytunnel.**
  - c. Letter from the Wrington Twinning Association thanking the Council for its recent financial support towards Twinning projects. This was noted.

- d. Letter from Post Office Ltd confirming that the proposal to relocate the Wrington Post Office to Amors Stores, Broad Street, will now proceed. It was noted that the Council had contacted the Post Office about the future location of the sorting office and the post box.
- e. Correspondence from Barrow Gurney, Brockley and Winford parish councils regarding the new traffic lights on the A38 at the Downside Road junction.  
**Resolved: To raise with NSC and Bristol Airport the possibility of creating a permanent 'filter lane' into Downside Road.**
- f. Email from Catherine Hunter, Treasurer of Felton Village Hall committee, thanking the Council for the grant received. This was noted.
7. To receive the Clerk's report.  
The report was received and noted.
8. To receive the Finance Report and to authorise payments recommended for approval. Copies of the report circulated separately.

Memorial Hall – grant, 3rd quarter 2015/16	£3,000.00
R J W Property Services – creation of new hatch and installation of ladder in Memorial Hall loft	£1,038.00
SSE Contracting Ltd – street lighting maintenance 2nd quarter 2015/16	£766.19
Backwell Carpets – carpet for Cyber Room	£573.85
Bin-It – dog bin emptying 4 September-3 October	£269.04
North Somerset Council – monthly inspection of play areas, September and October	£57.60
Travis Perkins – hardware for the handyman:- play area maintenance (£62.45), Billiards Club window repair (£39.25) and Memorial Hall maintenance (£80.36)	£182.06
BWBSL – water bill for Broad Street toilets, March to September 2015 (paid)	£188.38
Charlie Griffin (Handyman) – play area maintenance (£425) and Memorial Hall & Recreation Field maintenance (£200) (paid)	£625.00
ALCA – 'Being a Good Councillor' course for Cllr Simpson (paid)	£60.00
Charlie Griffin – Handyman, October	(to be calculated)
Debbie Heal – cleaning of Broad Street	(to be calculated)
Parish Orderly's salary – October	£257.83
Clerk's salary – October	(to be calculated)
Clerk – travel to noticeboards during 2nd quarter 2015/16	£2.25
Assistant Clerk's salary – October	(to be calculated)
Assistant Clerk – topping up of petty cash following purchases made:- stamps (£14.22) sellotape (£1.75), subscription to Village Journal (£6) and padlock for Broad Street toilets (£10.99)	£32.96
Assistant Clerk – travel to noticeboards during 2nd quarter 2015/16	£2.25

**Resolved: To approve the payments as proposed. Cllr Taylor proposed approval and Cllr Rawlins seconded the motion, all in favour.**

9. To receive and consider reports from:
- a. District Councillor, Cllr Yamanaka  
A report had been received and was noted. In relation to Two Rivers Way footpath Cllr Yamanaka explained that NSC now accepted that the culvert needed to be repaired or enlarged. She also commented on her recent discussion with the developer of the old surgery site and possible options for the 'green area' which is planned to replace the car park.

- b. NE ward/Redhill, Cllr Fowler  
Cllr Fowler reported she had discussed the Council's request for a copy of Redhill Village Hall's accounts with the Hall Secretary. Cllr Fowler had explained to the Secretary that this would enable the Council to help the Hall in the future.
  - c. Twinning Association, Cllr Rawlins  
Cllr Rawlins reported that he would circulate the Minutes from the recent AGM shortly. He said the Association were renewing efforts to hold more events and would let Councillors have details when plans were finalised.
  - d. Wrington Sports & Social Club, Cllr Glynn/Cllr Woolf  
Cllr Glynn reported that WSSC had met on 19 October and that the Club were focusing on the energy efficiency of the Pavilion building.
10. To receive and consider reports from Working Groups:
- a. Finance, Cllr Rawlins  
The finance report was received and noted. Cllr Glynn reported that Backwell Parish Council would consider the proposal to share the costs of a defibrillator for Downside Road at their next meeting.
  - b. Environment, Cllr Bigg. No report had been received.
  - c. Highways, Cllr Ledbury. No report had been received.
11. To consider the following recommendations by the Finance Group:
- a. To accept a quotation from Simon Payne to manufacture and fit a purpose made window for the front bedroom at the John Locke House at a cost of £1015 plus VAT.  
It was reported that three specialist firms had been asked to quote (for both this window and 11b below) but only one quote had been received. However, the Council felt that the quote was satisfactory and were confident in Mr Payne's ability to do the work.  
**Resolved: To accept the quotation.**
  - b. To agree to accept a quotation from Simon Payne to manufacture and fit six sashes into the existing bay window at the John Locke House; four fixed and two sliding. Also to repair all rotten timber at a total cost of £1150 plus VAT.  
**Resolved: To accept the quotation** (see 11a above).
  - c. To agree that the Handyman might be paid weekly or fortnightly if and when necessary and as permitted under Financial Regulations.  
**Resolved: To agree that the Handyman could be paid as above.**
  - d. To accept a quotation from GB Sport & Leisure to remove the old hand rails and supply and install new handrails on the multi-play item in the Church Walk Play Area as part of the ongoing refurbishment at a cost of £729 plus VAT.  
**Resolved: To accept the quotation.**
  - e. To note that following an enquiry received from Leggs Charity and related advice from ALCA and NALC, and as stated in Financial Regulations, the Council should not make grant payments to individuals or where the end use cannot be fully accounted for.  
**Resolved: To write to the Charity explaining the circumstances and the Council's position.**
- Cllr Taylor proposed approval of the above recommendations, with Cllr Bigg seconding the motion, all were in favour.**
12. To agree that the Council should provide the balance of the cost for the new

kitchen in the Memorial Hall, with a budget of £20,000 and a grant of £10,000 having been received from the Bristol Airport Community Fund. The preferred basic quote as circulated is for £17,101 plus VAT, with electrical works subject to survey and with other details to be agreed.

It was reported that three companies had been asked to quote. One supplier had supplied a quote, but later said they would not be able to do the work, another had requested an initial design fee, which was felt to be unreasonable, and the third, Aspen Services, was recommended for acceptance.

**Resolved: To accept the quotation, subject to negotiation on detail.** Cllr Rawlins proposed approval and Cllr Simpson seconded the motion, all were in favour.

13. To note NSC's intention to replace local byelaws and control orders with Public Space Protection Orders (PSPOs) and to consider how and where these might be applied in the parish. There are currently dog control orders for the Rec and the Church Walk Play Area. Deadline for comments: 30 November 2015.

**Resolved: To carry forward further discussion on this item to the next Council Meeting (18 November). However, in the meantime, to highlight the proposal to residents and to contact NSC to check what existing control orders were in place.**

14. To note a proposal by NSC Highways to extend the 30mph speed limit on Long Lane and to consider whether or not any comments are required. Deadline for comments: 29 October 2015.

**Resolved: To recommend to NSC that the proposed 30mph should be extended to cover the entire length of Long Lane.**

15. Consultations:

- Executive report on a proposed new Corporate Plan for North Somerset Council covering the period 2015-2020. The report has been circulated prior to the meeting. Deadline for comments: 30 October 2015.

**Resolved: Councillors to provide any comments to Cllr Glynn by 28 October to enable him to prepare a suitable response.**

- Review of NSC Statement of Principles, 2013-16, in relation to Gambling. See: <http://consult.n-somerset.gov.uk/consult.ti/Gamb/consultationHome>. Deadline for comments: 31 October 2015.

**Resolved: Cllr Bigg undertook to consider this consultation and propose a comment if considered necessary.**

17. Memorial Hall – to consider requests to serve alcohol as follows:

- Request from Judith Kinsman to serve alcohol at 'An Evening of Flamenco' on Sunday, 25 October 2015.
- Request to serve alcohol at the Parish Supper on Saturday, 31 October 2015
- Request from Mrs Carrie Large to serve alcohol at a fundraiser in the Hall to in aid of the Syrian Children's fund on Friday, 20 November 2015
- Request to serve alcohol at the Wrington Gardening Club Christmas party on Thursday, 17 December 2015.

**Resolved: To agree to the above requests.**

**Resolved: To delegate the approval of future alcohol requests to the Clerk, with this being incorporated into Standing Orders. It was further agreed that**

**the Clerk should not refuse a request without reference to the Council and that a monthly list of all requests is to be included in the Clerk's Report.**

18. To receive matters for information and items for possible consideration at the next meeting of the Council, to be held Wednesday 18 November 2015.
  - Cllr Bigg informed the Meeting that CPRE Avonside AGM would be held at the Create Centre, Bristol, on Tuesday 17 November 2015 and invited Members to attend.
  - Cllr Yamanaka requested an update on the Tennis Club lease, which was provided.

There being no other business the meeting was closed at 9.10pm

**Chairman**