

**Minutes of a Meeting of Wrington Parish Council
held in the John Locke Room on Wednesday 16 March 2016**

Present: Cllr D Glynn (Chairman) Cllr J Rawlins
 Cllr G Bigg Cllr D Robertson
 Cllr J Fowler Cllr D Simpson
 Cllr P Ledbury Cllr B Taylor
 Mrs F Burke (Clerk) Cllr D Yamanaka

In attendance: Mr I D Devereux, Redhill (part)

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1. To receive apologies for non-attendance and to approve the reasons where appropriate.
Apologies were received from Cllr Lankester (personal commitment), Cllr Woolf (family commitment), Leo Taylor, NSC Parish Liaison Officer, PC Morris and PCSO Turner.
 2. To receive declarations of Disclosable Pecuniary Interests (DPI) related to agenda items and to receive any amendments to the register of interests.
Cllr Taylor declared an interest with relation to item 14 as he is Secretary of the Allotment Association. Cllr Bigg declared an interest in relation to item 11.f as Chair of the CPRE Avonside.
 3. To confirm and sign as a true record the minutes of the meeting held 17 February 2016.
The minutes were signed as a true record.
 4. To adjourn the meeting for Public Participation.

Mr Devereux addressed the Council and expressed his concerns about the field immediately to the north of Ashford Road being used for airport related car parking without planning permission. The Chair explained that this had been discussed in the previous Planning Committee meeting and that the Council had reported the issue to NSC Enforcement, requesting that immediate action should be taken. The Chair recommended Mr Devereux might write to his MP, Dr Liam Fox on the matter. Mr Devereux then left the meeting.

5. To receive a report from the Police representative.
The Clerk commented on a short report received from PC Morris.
The meeting was then reconvened
6. To note items of correspondence received and requiring possible action:
 - a. Letter from Mike Barbour, on behalf of Wringtons Limited, owners of Wrington Pharmacy, concerning proposed Government cuts to pharmacy funding and the potential threat to the Wrington Pharmacy's future.
The Council agreed that Wrington Pharmacy provides a valued service in the village and that they would like to support the pharmacy.
Resolved: That the Clerk should write a letter to NHS England concerning the proposed cuts.

- b. Letter from Chris Coates requesting permission to take over allotment plot 21c and use it for keeping bees.
Resolved: To grant permission for the above.
- c. Letter from Mr and Mrs Luke requesting permission to erect a polytunnel, 3 metres long and 2 metres wide across plot 19 of the allotments.
Resolved: To grant permission for the above.
- d. Letter from NSC acknowledging receipt of the Council's comment in response to North Somerset's consultation on the proposed change to its discretionary rate relief policy. This was noted.
- e. Letter from Maureen Ford requesting permission to install a wooden bench in the Mike Bush Paddock in memory of her brother, Tony Cockram.
Resolved: To grant permission for the installation of a bench, with the location and ground fixing to be agreed.
- f. Letter from NSC concerning School Crossing Patrol provision. From September 2016 it is proposed that schools, PTAs, businesses and local councils will be able to buy a complete SCP service from NSC. Cllr Yamanaka reported on a briefing session she had attended about the scheme and detailed the financial implications to the Council. It was agreed that the deadline of 8 April was too short notice for the Council to make any commitment to the scheme as it would first be necessary to contact the School.
Resolved: To write to NSC expressing an interest in the scheme on behalf of the community, while stating that there can be no financial commitment from the Council at this stage. The Clerk to contact Wrington Primary School regarding their interest in the scheme.
- g. Email from NSC Environmental Health concerning proposed Public Space Protection Orders for Sites in North Somerset.
Resolved: To agree that the Council does not wish to make any further comments or amendments to the proposed Public Space Protection Orders.
- g. Letter of thanks from Vine Counselling for the Council's donation of £250. This was noted.
7. To receive the Clerk's report. The report is available for inspection in the minute book.
This was received and noted.
8. To receive the Finance Report and to authorise payments recommended for approval. Copies of the report circulated separately.
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| North Somerset Council – Non Domestic Rates for Broad Street Toilets, 1 April 2016 to 31 March 2017 | £713.90 |
| North Somerset Council – contribution towards maintenance of the 'Two Rivers Way' footpath | £300.00 |
| Bin-It – dog bin emptying, 4 February to 3 March | £269.04 |
| North Somerset Council – monthly inspection of play areas, February | £28.80 |
| ALCA – 'Being a Good Councillor' course for Cllr Lovell | £60.00 |
| Travis Perkins – hardware for maintenance by the Handyman:- play areas (£113.26), open spaces (£6.00), Christmas Tree trough (£25.06) and phone box (£55.05) | £199.37 |
| ALCA – 'Being a Good Councillor' Course for Cllr Fowler (paid) | £60.00 |
| Turfit – new turf for Church Walk play area (paid) | £200.00 |

HMRC 4 th quarter NI and tax	to be calculated
Charlie Griffin – Handyman, March	(to be calculated)
Debbie Heal – cleaning of Broad Street toilets, March	(to be calculated)
Parish Orderly’s salary – March	£257.83
Clerk’s salary – March	(to be calculated)
Clerk – travel to noticeboards during 4 th quarter 2015/16	£2.25
Assistant Clerk’s salary – March	(to be calculated)
Assistant Clerk – topping up of petty cash following purchases made:- stamps (£12.96), bin bags for Parish Orderly (£1.00) and stationery (£4.98)	£18.94
Assistant Clerk – travel to noticeboards during 4 th quarter 2015/16	£4.50

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 noted.
Cllr Yamanaka wished to add that the music festival proposed for the Wrington Warren woodland area was no longer going ahead. She also reported that NSC will be making a decision at an upcoming meeting on whether NSC would be supporting the proposal for a West of England Mayor.
 - b. NE Ward/Redhill, Cllr Fowler. No report had been received.
 - c. Twinning Association, Cllr Simpson. A report had been received and noted.
 - d. Wrington Sports & Social Club, Cllr Glynn. A report had been received and noted. Cllr Glynn advised that a temporary event licence application was to be submitted for the ‘Party in the Park’, this for 12 to 8pm on Sunday 12 June.

10. To receive and consider reports from Working Groups:
 - a. Finance, Cllr Rawlins
The report as circulated previously was noted.
 - b. Environment, Cllr Bigg
No report had been received.
 - c. Highways, Cllr Ledbury
No report had been received. A Highways meeting is to be arranged shortly.

11. To consider the following recommendations by the Finance Group:
 - a. To agree to use Oak Accountancy Services for the Council’s annual internal audit at a cost of £350.00.
Resolved: To agree to use Oak Accountancy Services.
 - b. To agree to use The Play Inspection Company, as previously, for the annual playground inspection at a cost of £180.
Resolved: To agree to use the Play Inspection Company.
 - c. To agree to renew the Council’s 2016/17 annual subscription for Clerks & Councils Direct/Local Councils Update at a cost of £75
Resolved: To agree to renew the subscription.
 - d. To agree to renew the Council’s 2016/17 annual subscription to ALCA/NALC at a cost of £473.84
Resolved: To agree to renew the subscription.

- e. To agree to purchase a new laser printer for the office at a maximum budgeted cost of £200.

Resolved: To agree to purchase a new laser printer.

- f. To accept an offer from CPRE for a pre-used Kyocera photocopier following a donation of £50.

Resolved: To agree to donate £50 towards the new copier. Cllr Bigg abstained from voting.

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

12. To confirm that to facilitate the manufacture and supply of purpose made units for the new Hall kitchen the Council will agree to pay Aspen Services Ltd the sum of £5000 on receipt of a formal acceptance of order and confirmation of an installation start date and £2500 on receipt of confirmation of the delivery timescale by the manufacturer, E & R Moffat.

Resolved: To approve the proposed payment terms for the kitchen order. Cllr Simpson proposed approval and Cllr Taylor seconded the motion, all in favour

13. To consider a Premises Licence application submitted by Dunleavy Vineyards for the sale of alcohol between the hours of 08.30 and 22.00 at the 'Wrington Greens' site in Nates Lane, Wrington. Application no. 048478 refers; closing date for comments 24 March 2016.

Councillors discussed the proposed Premises Licence application and were concerned that no planning permission for change of use had yet been submitted.

Resolved: To object to the Premises Licence application on the grounds that the Council felt planning permission for change of use to both a café (A3 use) and a licensed premises (A4 use) should be required before a Licence could be agreed.

14. To consider and approve a proposed revised Tenancy Agreement for the Council's allotments, with this updated with reference to a recommended NALC model agreement and other parish council tenancy agreements.

Resolved: To approve the revised Tenancy Agreement. Cllr Taylor abstained from voting.

15. To receive matters for information and items for possible consideration at the next meeting of the Council to be held Wednesday 20 April 2016.

- Cllr Simpson advised he would be meeting with Bennetts shortly and was hopeful that the terms of the proposed Tennis Club Licence would be agreed with the Club for ratification at the next Council meeting.

There being no other business the meeting was closed at 9.25pm

Chairman