

**Minutes of a Meeting of Wroughton Parish Council
held in the John Locke Room on Wednesday 13 December 2017**

Present:	Cllr D Glynn (Chairman)	Cllr D Simpson
	Cllr S Lovell	Cllr P Jervis
	Cllr G Lankester	Cllr B Taylor
	Cllr P Ledbury	Cllr D Robertson
	F Burke (Clerk)	Cllr D Yamanaka

1. To receive apologies for non-attendance and to approve the reasons where appropriate.
Apologies were received from Cllr Bigg (illness), Cllr Fowler (prior personal commitment) and Leo Taylor, NSC.
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 interest were received.
3. To confirm and sign as a true record the minutes of the meeting held 15 November 2017.
The minutes were agreed and signed as a true record.
4. To adjourn the meeting for Public Participation.
No members of the public were present
5. To note items of correspondence received and requiring possible action:
 - a) Email from the PCAA in relation to the Bristol Airport consultation document concerning the proposed Master Plan and potential growth to 20mppa by circa 2045. This was noted and Councillors were referred to the consultation under item 15.
 - b) Email from the PCAA concerning the JSP consultation and related Joint Transport Study report submitted as evidence. This was noted and Councillors were referred to the consultation under item 15.
 - c) Notification of external auditor appointments for the 2017/18 financial year. This was noted.
6. To receive the Clerk's report. The report is available for inspection in the minute book. The report was noted together with the following points.
 - The Society of Local Council Clerks (SLCC) Conference 2018 – it was agreed that the money not spent on attending the fully booked SLCC 2017 Conference could be spent on the 2018 Conference to be held at the Webbington Hotel.
 - It was agreed the Clerk would write a piece for the Wroughton Matters Facebook page explaining more about the Council's role and activities.
7. To receive the Finance Statement and report and to authorise payments recommended for approval. Copies of the report circulated separately.

E Kinsey – new planter for The Green	£538.50
Bin-It – dog bin emptying, 4 November to 3 December	£275.14
Greenslade Taylor Hunt - rent for Glebe Field, 4 th quarter 2017/18	£100.00
The Consortium – office paper	£50.40

Cllr Taylor – reimbursement following purchase of new Minute Book	£45.32
North Somerset Council - monthly inspection of play areas, November	£28.80
Travis Perkins – hardware for Handyman/Parish Orderly:- play area graffiti removal (£10.25), fixings for new Dog Bin in Glebe Field (£11.70), gloves for Parish Orderly (£4.46), repairs to Alburys footpath gate (£26.17) and play area repairs (£38.26).	£90.84
NEST Pension Scheme (employer and employee contributions) – December	£54.84
Tincknell Country Store Ltd – padlocks for Christmas Tree socket & transformer boxes	£12.69
Assistant Clerk – travel to noticeboards during 3 rd quarter 2017/18	£4.50

Regular payments:- cleaning of Broad Street toilets (Debbie Heal), Handyman (Charlie Griffin), HMRC 3rd quarter NI and tax and salaries for Clerk, Assistant Clerk and Parish Orderly.

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

8. To receive a report from the Finance Working Group and to consider any issues arising. Copies of the meeting report circulated separately.
The report was received and noted.
9. To receive and consider reports from:
 - a. District Councillor, Cllr Yamanaka. The report was received and noted. There was some a discussion about NSC’s proposed budget for 2018/19, proposed cuts to services and potential increases in charges.
 - b. NE Ward/Redhill, Cllr Fowler. No report had been received.
 - c. Twinning Association, Cllr Simpson. The report was received and noted.
 - d. Wrington Sports & Social Club, Cllr Glynn. Cllr Glynn had been unable to attend the last WSSC meeting but he reported that there have been boiler issues at the Pavilion recently, with future options now under consideration, these potentially requiring funding support.
 - e. MVMP Patient Participation Group (PPG), Cllr Bigg. Cllr Simpson reported that Mendip Vale Medical Practice now have a new surgery in Clevedon as part of their network.
10. To receive and consider reports from the Environment and Highways Working Groups, where appropriate.
No specific reports had been received this month. The Clerk had circulated an updated Highways issues list with the meeting papers.
11. To agree to use DCK Beavers as previously to undertake the year-end closedown for the year to 31 March 2018 and to prepare the Council’s accounts, this at an estimated cost of £770 including mileage.
Resolved: To agree to use DCK Beavers as in previous years.
12. To consider the draft budget for 2018/19, with this and the Precept to be confirmed at the Council meeting to be held 17 January 2018. An unchanged Band D council tax charge is anticipated at this stage with the Precept to be set accordingly, this to be confirmed when details of the 2018/19 tax base are advised by NSC.
The draft budget was noted. The Chair urged Councillors to consider the detail of

the draft budget, ideally before the next Finance meeting, with the budget to be adopted at the January Council meeting.

13. To note NSC's proposal for the use and administration of Community Infrastructure Levy (CIL), this to become effective 18 January 2018.
This was noted. The Chair emphasised the point that any development receiving planning permission after this dated may be liable to pay CIL.
14. To consider NSC's review of local bus services, as reported to the BA Airport Transport Forum (ATF), and the community bus option as recommended under item 11, report dated November 2017.
The Chair reported that a Section 106 agreement is currently in place which suggests that once passenger numbers reach 7.3 million per annum the airport is obliged to provide funding for an enhanced 121 bus service. The Council agreed that as a minimum Weston should be included in any bus service to/from Wrington. A shuttle bus to the A370 from Wrington to enable residents to catch onward buses would also be useful.
Cllr Yamanaka pointed out that from January 2018 the A2 bus will be operate two hourly, not hourly, meaning students and workers wishing to reach Weston by 9am would experience difficulties. It was agreed that this should be flagged up and a request made to review the timetable.
Resolved: It was agreed the Council would raise these issues and concerns with both Bristol Airport and NSC.
15. Consultations for consideration:
 - Bristol Airport Master Plan – consultation on issues and options in advance of a formal consultation on the proposed Draft Master Plan in Spring 2018. Deadline for comments: 26 January 2018. This was noted. The Chair urged Members to attend any of the consultation events, to read the consultation document and then submit comments to him by 19 January 2018.
 - West of England Joint Spatial Plan (JSP) – consultation on strategic WoE development, major sites, employment & infrastructure policies. Deadline for comments: 10 January 2018. This was noted and the Chair urged Members to consider the JSP document, with any comments by 5 January 2018.
 - NSC Local Plan 2036 – consultation on proposed strategic development sites and related issues. Deadline for comments: 10 January 2018
This was noted and again Councillors were requested to submit any comments by 5 January 2018.
16. To receive matters for information and items for possible consideration at the next meeting of the Council to be held Wednesday 17 January, 2018.
- Cllr Simpson requested that the proposal for a footpath around the Recreation Field be considered.

There being no other business the meeting was closed at 9.06pm.

Chairman