

**Minutes of a Meeting of Wrington Parish Council
held in the John Locke Room on Wednesday 15 May 2019**

Present:	Cllr J Rawlins (Chair) Cllr G Bigg Cllr M Greenwood Cllr P Jervis Cllr P Neve F Burke (Clerk)	Cllr L Samuel Cllr J Steinbach Cllr S Treweek Cllr D Yamanaka F Burke (Clerk)
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In attendance: Three residents, Revd David Gent and District Councillor Steve Hogg.

1. To elect a Chair for the year 2019/20. The Chair to sign the declaration of acceptance of office.
 Cllr Rawlins opened the meeting and asked for nominations for the position of Chair. Cllr Bigg nominated Cllr Rawlins and Cllr Neve seconded the motion.
Resolved: To elect Cllr Rawlins as Chair of the Council for a year.
 Cllr Rawlins signed the declaration of acceptance of office.

2. To elect a Vice-Chair for the year 2019/20.
 The Chair asked for nominations for the position of Vice-Chair of the Council. Cllr Steinbach nominated Cllr Taylor and Cllr Jervis seconded the motion.
Resolved: To elect Cllr Taylor as Vice-Chair of the Council.

3. To agree to accept declarations of office at a later date if necessary.
 This was not necessary as all Councillors signed their declarations of acceptance of office prior to the meeting.

4. To welcome new members of the Parish Council
 Cllr Treweek and Cllr Samuel spoke briefly about themselves and their reasons for joining the Council.

The Chair wished to bring agenda item 17a forward. Cllr Steve Hogg addressed the Council as the newly elected District Councillor, replacing Cllr Yamanaka. Cllr Hogg provided a written report and also gave a verbal report on his first North Somerset Council meeting on 14 May.

The meeting was adjourned for public participation.

Revd David Gent wished to congratulate the newly formed Council and wish them the best for the year ahead.

Two residents addressed the Council with regards to accessing funding for a covered bus stop on the A38, near Cowslip Green. The Clerk informed the Council that correspondence regarding this request had been received in the office after the agenda had been sent out. She would put them under correspondence at the next meeting.

The meeting was then reconvened.

5. To receive apologies for non-attendance and to approve the reasons where

appropriate.

Apologies were received and accepted from Cllr Taylor (prior commitment), Cllr Robertson (prior commitment) and Cllr Ward (prior commitment).

6. 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.
7. 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 Chair for the year 2019/20. To also elect a Vice-Chair to the Planning Committee.
The Chair invited nominations for Chair of Planning. Cllr Taylor had indicated prior to the meeting that he would be able to stand again. Cllr Yamanaka proposed Cllr Taylor and Cllr Steinbach seconded the motion.
Resolved: To elect Cllr Taylor as Chair of the Planning Committee.
The Chair then invited nominations for Vice-Chair of Planning. Cllr Greenwood proposed Cllr Neve and Cllr Jervis seconded the motion. Cllr Neve agreed to take on the role.
Resolved: To elect Cllr Neve as Vice-Chair of the Planning Committee.
8. To appoint Working Groups for the year 2019/20 and to agree their membership.
 - a. Finance
Cllr Steinbach to Chair the Finance Working Group. Membership to be left open for three months and then revised. This is to accommodate new Councillors and to enable them to choose which working group(s) they would like to be involved in.
 - b. Environment and Highways
Cllr Neve to Chair the Environment Working Group and Cllr Yamanaka to Chair the Highways Working Group. Membership to be left open for three months, as above.
 - c. Personnel
Cllr Taylor to Chair the Personnel working group as and when necessary.
 - d. Consultation
Membership of the Consultation Working group: Cllr Steinbach, Cllr Taylor, Cllr Neve, Cllr Greenwood and Cllr Bigg.
 - e. Wrigton Sports and Social Club
Cllr Rawlins to Chair the WSSC working group.
9. To appoint representatives to outside organisations:
 - a. Memorial Hall & Recreation Field Committee (for up to 8 of a total of 12 seats)
It was agreed that Council representatives would be: Cllr Rawlins, Cllr Yamanaka, Cllr Bigg, Cllr Jervis and Cllr Taylor.
 - b. Bristol Airport Consultative Committee. It was agreed that Cllr Steinbach and Cllr Robertson would represent the Council on this Committee. Also, Cllr Treweek agreed to attend Air Transport Forums on behalf of the Council.
 - c. Parish Councils Airport Association (PCAA). It was agreed that Cllr Steinbach and Cllr Robertson would represent the Council on this Committee.
 - d. Avon Local Councils Association (ALCA). It was agreed that Cllr Bigg would represent the Council in ALCA meetings.
 - e. Campaign to Protect Rural England (CPRE). It was agreed that Cllr Bigg would

- remain the CPRE representative.
- f. Wrington Sports & Social Club (WSSC). It was agreed that Cllr Rawlins would represent the Council at WSSC meetings.
 - g. MVMP Patient Participation Group (PPG). It was agreed that Cllr Bigg would be the Council's PPG representative.
10. To agree the proposed meeting schedule for the coming year for both the Council and the Planning Committee. Details circulated separately. This was noted.
 11. To confirm and sign as a true record the minutes of the meeting held 17 April 2019. The minutes were confirmed and signed as a true record.
 12. To adjourn the meeting for Public Participation. No members of the public wished to speak.
 13. To note items of correspondence received and requiring possible action:
 - a. Letter from an allotment holder requesting permission to construct an arch on his allotment plot, measuring 4.5m with a height of 2.15m approx. to support companion planting. This was agreed.
 - b. Email from Community Resilience, Wrington, asking for the Council's views on creating welfare and safety teams in Wrington. To consider this in relation to the Wrington Community Emergency Plan issued some years ago. The flood team is working well and is up and running already.
This was noted. It was agreed that an emergency plan would still be an important thing to do. Cllr Bigg said she would liaise with Mark Slater about this and Cllr Treweek would be willing to get involved with this.
 - c. Email from the National Association of Local Councils (NALC) asking for views on question 1 and 3 of the Department of Transport's consultation on the vehicle operator licensing system.
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/792110/consultation-into-making-legislative-changes-to-the-operator-licensing-system.pdf. This was noted.
 14. To receive the Clerk's report. The report is available for inspection in the minute book.
This was received and noted.
 15. To receive the Finance Statement and report and to authorise payments recommended for approval. Copies of the report circulated separately.

Aquablast Drain Services Ltd – plumbing repairs at Broad Street Toilets	£102.00
YMCA – Youth Club provision, October 2018-March 2019	£2,420.00
Cllr J Rawlins - reimbursement following purchase of flowers for retiring Cllr Ledbury	£50.00
North Somerset Council - monthly inspection of play areas, May	£28.80
Travis Perkins – hardware for play equipment repairs	£13.08
Wrington Memorial Hall – hall hire for Annual Parish Meeting on	

27 March	£36.00
Information Commissioner's Office – renewal of Data Controller's register required by Data Protection Act	£40.00

Assistant Clerk - topping up of petty cash following purchases made:- stamps (£14.64), bin bags (£1.99), refreshments for Annual Parish Meeting (£11.15), AA batteries (£1.99), picture framing of Tithe Map print (£10.00)	£39.77
Regular payments:- cleaning of Broad Street toilets (Debbie Heal), NEST Pension Scheme and salaries for Clerk, Assistant Clerk & Parish Orderly.	
Easy Internet Name Solutions – website hosting (paid)	£59.99

Cllr Steinbach proposed approval of the above payments with Cllr Neve seconding the motion, all in favour.

16. To consider and agree the following proposed expenditure and recommendations:
- a. To agree the purchase of three new hardwood benches to replace old and broken ones on the Recreation Field. Total cost, including delivery and installation would come to £713.78 including VAT.
Resolved: To agree to the above expenditure.
 - b. To agree to increase the Parish Orderly's hourly rate (see finance notes for more detail) to incorporate more specialised handyman work.
Resolved: To agree to the increase as detailed in the finance working group notes.
17. To receive and consider reports from:
- a. District Councillor, Cllr Steve Hogg. This had been received previously and Cllr Hogg had also given a verbal report.
 - b. MVMP Patient Participation Group (PPG), Cllr Bigg. Cllr Bigg gave a verbal report. Cllr Bigg informed the Council that discussions are taking place about the car availability use for the surgery and she hopes to report more on this at the next Council meeting.
 - c. Wrington Sports & Social Club, Cllr Rawlins. Cllr Rawlins reported that WSSC are interested in extending the pavilion and hope to obtain a grant for this. It was agreed that Cllr Rawlins should write to them confirming that the Council is supportive in their aspirations to obtaining a grant to extend, although this does not imply firm commitment at this stage. Also, the Council has no objections in principle to the lease being extended when it terminates in 2020.
 - d. Parish Councils Airport Association (PCAA) and/ or Bristol Airport Consultative Committee (BACC), Cllr Steinbach, Cllr Robertson. Cllr Steinbach gave an explanation of the roles of the two groups and also explained that the Bristol Consultative Committee is a statutory body.
Cllr Yamanaka reported on the Airport Transport Forum she had attended recently – the transport study should be completed sometime this summer.
18. To consider quotes for tree works following the tree survey.
Three quotes had been circulated prior to the meeting.
Resolved: To use Drinkwater Consulting to carry out the tree works.

19. To examine the proposal that Wrington Parish Council declare a Climate Emergency and consider for formal adoption at the next meeting.
- Cllr Neve explained the reasons why he felt the Council should declare a Climate Emergency. The most recent IPCC reports show that we have to make much greater reductions in the use of fossil fuels to combat the increase in dangerous levels of atmospheric carbon and avoid a global temperature rise of over 1.5C.
- He pointed out that North Somerset Council, Bristol City Council, Bath and North East Somerset Council among others have all declared a climate emergency.
- It was agreed to look at his written proposal and to consider financial implications from this at the next finance meeting. Cllr Neve stressed the importance of assessing the Council's own buildings first to start the process of making recommendations to make them greener and more efficient.
- It was agreed to take these steps and to make a formal adoption of the proposal at a subsequent Council meeting.
20. To receive matters for information and items for possible consideration at the next meeting of the Council to be held Wednesday 19 June 2018.
- Climate emergency proposal
 - To try and encourage new Councillors able to represent the NE Ward.

The meeting was closed at 9.20pm.

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