

**Minutes of a Meeting of Wrington Parish Council
Agenda items ratified via email due to Covid-19**

Present: All Parish Councillors were included on the emails to ratify the decisions.

List of Councillors:

Cllr J Rawlins (Chair)	Cllr B Taylor
Cllr J Steinbach	Cllr S Lovell
Cllr D Yamanaka	Cllr H Ward
Cllr G Bigg	Cllr P Neve
Cllr L Samuel	Cllr S Trewweek
Cllr L Vaughn	

Clerk: Fiona Burke, who compiled these minutes from the emails.

1. To receive apologies for non-attendance and to approve the reasons where appropriate.
Not Applicable as no physical meeting was able to take place due to Covid-19 and all Councillors were included in all relevant emails.
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 were received.
3. To confirm and sign as a true record the minutes of the meeting held 26 February, 2020.
Cllr Yamanaka requested that item 7a should read: 'Hares Park, Havyatt Road – *the airport parking* has now been moved to a different site along Downside Road'. The minutes were approved as a true record. Cllr Yamanaka proposed approval with Cllr Jervis seconding the motion (via email).
4. To adjourn the meeting for Public Participation.
Not applicable.
5. To note items of correspondence received and requiring possible action:
 - a. Email from Norman Tricks asking if the Parish Council would agree to his placing a small plaque on the gatepost of the Mike Bush Paddock saying 'This paddock was given to Wrington by Norman Tricks in 1989'. **All were in agreement with this.**
 - b. Flood Warning Service Survey from the Environment Agency.
 - c. Email from David Bailey, Senior engineer, NSC regarding parking restrictions within North Somerset. He has asked the Council to forward locations considered to be problem areas that fulfil the necessary criteria.
A scheme for a single yellow line to be introduced along Church Road, Redhill, with a sign saying 'No Parking / 1.00pm to 1.30pm' to cover seven days per week has already been agreed with David Bailey, NSC, to be implemented this year.
Action: The Clerk to send the letter and plan previously agreed and submitted to NSC again in response to the request.
 - d. Email from Natalie Richards, Principal Planning Policy Technical Officer, NSC, regarding the Community Infrastructure Levy for the Cox's Green houses.
Cllr Rawlins shared this via email: 'this outlined what we already knew about

money 'allocated' from the S106 from Cox's Green. Subsequently I arranged a meeting with the woman in NSC responsible for the allocation of funding under 'recreation' and the chap responsible for funding under 'allotments' to discuss the survey results. Those meetings have now been cancelled but I will do a full email to each one along with the survey and trying to ensure that any money spent goes where people want it to go. Judith is doing a swift additional survey among allotment holders so we can see what needs doing there too.'

- e. Email from Richard Dillon, Technician (Engineering Design), NSC, regarding the Silver Street scheme.
This is ongoing as the latest maps show work that was not what was agreed. The Clerk has emailed him for further clarification and is waiting to hear back.

6. To receive the Clerk's report. The report is available for inspection in the minute book.

- 7.
 - a. District Councillor Report, Cllr Hogg
 - b. NE Ward/Redhill, Cllr Lovell
 - c. MVMP Patient Participation Group (PPG), Cllr Bigg reported via email:

'There has been no PPG meeting since our last PC meeting so no formal report but I am in contact with the surgery to make them aware of the Community Resilience arrangements and will pass on anything useful I have from them. Other parishes are setting up similar Community Resilience groups. Since Sunday a lot of progress has been made by our new group and I am attaching a draft update by Mark Slater who is chairing. Please could I have any comments/information/ideas on the draft from the Parish Council to feedback. There is a formal sign-up with training should any parish councillors want to volunteer. As you'll see we now have around 70 people who have come forward.'

The Parish Council **agreed** in principle to support Wrington Community Resilience by meeting the cost of printing the leaflets which are to be delivered to every household. The exact price is not yet known but It will be a simple flyer with information and contact details. *Note – this cost has already been met by different means but as this is an ongoing situation other costs will need to be covered and will be sent out round email to Councillors to agree once it is known what these may be.*

- d. Wrington Recreational Facilities Working Group, Cllr Rawlins
The Chair had emailed WSSC to ask them what their plans were for the pavilion during the current crisis.
- e. Bristol Airport update, Cllr Steinbach
A proposed response to the consultation by the Department for Transport on an application by Bristol Airport for year-round slot coordination was circulated on 17 March with comments requested by 20 March. This has now been submitted.
- f. Climate Emergency - buildings inspection update, Phil Neve

8. To receive the Finance Statement and Finance working group notes. To authorise payments recommended for approval. Copies of the reports circulated separately. Approval for the following payments is sought:

K & E Property Maintenance – dog bin emptying, February	£312.00
YMCA – Youth Club provision, February	£330.00

Greenslade Taylor Hunt - rent for Glebe Field, 1 st quarter 2020/21	£100.00
Aqua Washroom Solutions – sanitary bin for Broad Street public toilets, 1 st quarter 2020/21	£19.50
Travis Perkins – hardware for repairs of: Alburys/Ladywell footpath gate (£8.28) and the slide in Church Walk play area (£6.77)	£15.05
North Somerset Council - monthly inspection of play areas, March (to be paid once the invoice has been received)	£28.80
Greenways Grounds Maintenance – dog bin emptying w/c 20 January and 3 new dog bins (to be paid on receipt of dog bins)	£912.70
Assistant Clerk - topping up of petty cash following purchases made:- stamps (£23.04) and WD40 (£6.99)	£30.03
Assistant Clerk – reimbursement for payment of Plusnet bill for telephone and broadband following failure of direct debit due to bank error	£52.35
Assistant Clerk - travel to noticeboards during 4 th quarter 2019/20	£6.75
Parish Orderly – travel around the parish, 27 January to 12 March	£15.75
Regular payments:- cleaning of Broad Street toilets (D Evans), Handyman (C Griffin), NEST Pension Scheme, HMRC (NI & Tax 4 th quarter 2019/20), and salaries for Clerk, Assistant Clerk & Parish Orderly.	
SWARCO – repairs to movable vehicle activated speed sign (paid)	£980.78
CPRE – annual subscription (paid)	£36.00

Cllr Taylor proposed approval of the above payments with Cllr Yamanka seconding the motion, all in favour.

9. To consider and agree the following proposed expenditure and recommendations:
 - a. To agree to renew the annual membership of Avon Local Council's Association (ALCA) at a cost of £525.98.
 - b. To agree to renew the annual membership of Clerks and Councils Direct with Local Council's update at a cost of £75.00.
 - c. To agree to purchase a new office laptop or computer tower, including software at an approximate cost of £600.
 - d. To agree to grant up to £200 towards the cost of beverages for the VE day toast in All Saint's Church on 8th May. This will not now be going ahead on the planned date due to Covid-19

Cllr Steinbach proposed approval of the above expenditure with Cllr Taylor seconding the motion, all in favour.

10. To receive ideas from Councillors about possible future plans/projects they are willing to take on in the coming year.
11. Consultations:
 - a. North Somerset Local Plan: Pre-commencement Document (March 2020).
Closing date: 22 April, 2020.
Cllr Taylor reported that he had circulated a suggested response on 16 March seeking responses by 23 March.
 - b. Your Neighbourhood consultation and Engagement.
www.n-somerset.gov.uk/yourneighbourhood
This consultation to be done by Councillors individually.

12. To receive matters for information and items for possible consideration at the next meeting of the Council to be held Wednesday 15 April 2020.