

BROCKLEY PARISH COUNCIL

Minutes of the virtual Meeting of the Parish Council held remotely,
at 7:00pm on 14 July 2020

Present: Dr Julian Ridge (chair), Mike Fishwick, Dr Antony Ridge, Karen Shaw, Dr Bryan Smith and Joanna van Tonder (Clerk)

Absent: Martin Jarvis

Distribution: The Parish Councillors plus District Councillor Steve Hogg

In line with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was held remotely using the Zoom platform enabling both Council members and the public to hear and be heard.

1 Apologies for absence

No apologies for absence had been received.

2 Declarations of Interest and dispensations

There were no declarations of interest received.

3 Minutes of the previous meeting – 9 June 2020

BS proposed, MF seconded and it was agreed the [minutes of the last meeting](#) having been circulated previously be taken as a true and accurate record. It was noted JR would sign a copy of the minutes and return signed copy to the Clerk.

4 Public Questions

No members of the public were present.

5 Covid-19 Response

The Clerk reported that weekly North Somerset Together (NST) online meetings were still taking place and that the focus was moving towards consolidating and building on the community support that had been ignited as a result of Covid-19.

At the most recent NST forum, an invitation had gone out to Parish Councils around Nailsea whose residents were likely to be users of the Tyntesfield Medical Group to take part in a joint meeting in early September to discuss the potential for bringing parish councils, community groups and NHS primary care together with the aim of improving support and services to residents. It was agreed the Council would wish to be involved.

6 Finance and Governance

a) Publication of Notice of Public Rights

The Clerk advised that, under the requirements of the Local Audit and Accountability Act 2014, the Council was required to offer the public a period of inspection of the accounting records for a period of no less than 30 working days.

It was noted the [Notice of Public Rights](#) had been published on the Council's website on 24 June and that the inspection period would run from 29 June to 10 August 2020.

b) Fixed Assets Report

The [Fixed Assets report and register](#), previously circulated to members, were accepted. Members noted the state of deterioration to the bench on St Nicholas Way and the recommendation to Council to take measures to make it safe.

It was also mentioned the noticeboard located at Brockley Stores was becoming increasingly less secure. It was agreed, in light of the proposed development plans for the site, this item would be held over for discussion at a later date.

c) Repairs to Memorial Bench

The Clerk advised she had approached three local carpenters for quotations; one set of estimates had been received while only one other had agreed to consider the work and was yet to quote.

MF indicated he had a bench he was no longer in need of and offered it to the Parish Council. Members thanked him and it was agreed to accept the offer.

In an effort to establish the name engraved on the original bench, MF suggested taking a rubbing of the inscription before the bench was removed.

Action: MF and KS to remove existing bench and replace

d) Review of Draft Financial Regulations

BS proposed, JR seconded and it was resolved that the Parish Council would adopt the previously circulated draft [Financial Regulations](#) adapted from NALC's most up-to-date version.

e) Clerk's training: Local Council Administration 3

The decision taken since the last meeting to authorise the Clerk to enrol on the Local Council Administration 3 training offered through ALCA was ratified. The cost of £40 would be split with Barrow Gurney Parish Council on a 50:50 basis.

f) Receipts and Payments

The Clerk reported no **receipts** had been received since the last meeting.

JR proposed, MF seconded and it was resolved to ratify the following **payments** made since the last meeting:-

£218.79 Ms Joanna van Tonder / HMRC Clerk's salary (June 2020)

It was resolved to authorise the following **payments** to be made:-

£33.66	Ms Joanna van Tonder / HMRC	Additional hours worked on Internal Audit panel
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The Clerk's [financial report](#) was noted.

7 Rights of Way Improvement Plan consultation

Members discussed the various suggestions for the Council's submission to the consultation with the aid of footpath maps shared on-screen.

It was noted that, while up to ten projects could be submitted, it would only be feasible for the parish of Brockley to be looking at four or five, with a pedestrian crossing for the A370 being one of those. In addition to the footpath proposals, it was agreed the Council would ask for a number of *permissive path* and *waymark* signs where a need had already been identified.

MF raised concerns that bridleway LA4/14/10 exiting Brockley Combe Woods onto Brockley Combe did not continue directly across the busy and dangerous road, but rather, required walkers and riders to travel along Brockley Combe for approximately 150m before accessing bridleway LA2/18/90 heading north towards Backwell. Moving the appropriate stretch of path to ensure the two ends met

would provide a safer experience for users of those paths. As this fell outside the parish boundaries, it was agreed to bring it to the attention of NSC separately.

Action: Clerk to raise with NSC and Backwell PC

BS confirmed he would be collating the feedback that had been received and completing the required consultation spreadsheet. JR agreed to review the draft submission before circulating for Councillor comments. The final version would be presented for approval at the next meeting.

Action: BS to forward draft submission to JR for review and circulation

8 Highways, pavements, verges and footpaths

JR confirmed Brian Whiteway had been engaged in strimming a number of the parish footpaths.

The Clerk reported she had requested the mowing schedule from NSC but was yet to receive a reply. Similarly, contact had been made with WPD regarding the poor reinstatement of the Chelvey Batch verge following cable works and that this was ongoing.

Action: Clerk to continue dialogue with WPD to reinstate the verge

9 Planning

a) Planning applications since the last meeting

The following planning application had been received since the last meeting:

1	20/P/1092/FUL	Proposed extension to create a café. Proposed replacement of the existing fresh produce area with a new structure and relocation and fencing of a mobile chiller unit and associated works at Brockley Fruit Stall, Main Road, Brockley <u>Council comment:</u> Support, with conditions (retrospective)
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b) Consents, refusals and enforcement cases since the last meeting

The following decision had been made since the previous meeting:

- 20/P/0734/CQA: Prior Approval for the change of use of an agricultural barn to 1no. dwellinghouse (use class C3) with operational development consisting of re-roofing with tiles, new timber cladding, windows and doors and insertion of an extraction / ventilation flue to south elevation at <i>Little Chelvey, Brockley Lane, Brockley</i>	PRIOR APPROVAL REQUIRED & GRANTED 26/06/2020
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No new enforcement cases have been **opened, reported on** or are still **pending**.

10 Open Forum for the Parish Council

MF reported on the recent ALCA North Somerset AGM where Don Davies, leader of NSC spoke on the impact of Covid-19 on their operations, as well as NSC's future plans. Mike went on to outline some of the key facts and figures that had been presented at the AGM, specifically, a proposed increase in subscriptions of 50% over three years needed to cover the organisation's ongoing funding deficit.

11 Schedule of Meetings for the remainder of 2020

It was agreed to continue holding meetings remotely on a monthly basis for the rest of the year.

The next virtual meeting will be held on Tuesday, 11 August 2020 at 7:00 pm

Meeting concluded at 8:04pm.