

BROCKLEY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held remotely,
at 7:00pm on 4 May 2021

Present: Cllrs Dr Julian Ridge (chair), Karen Bailey, Mike Fishwick, Tessa Jarman, Dr Bryan Smith and Joanna van Tonder (Clerk)
Andy Warren (incoming Clerk)
John Simmons (20's Plenty Campaign)

Absent: Cllr 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 Election of Chair and Vice Chair; Declarations of Acceptance of Office

Chairman Julian Ridge, proposed by BS, seconded by TJ and duly elected.
Vice Chair Tessa Jarman, proposed by JR, seconded by BS and duly elected.

2 Apologies for absence

No apologies for absence had been received.

3 Declarations of Interest and dispensations

No declarations of interest were made.

4 Minutes of the previous meeting – 6 April 2021

MF proposed, BS 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.

5 Guest speaker: John Simmons – 20's Plenty Campaign

JR welcomed John Simmons to the meeting and invited him to begin his presentation.

John outlined the correlation between speed and level of fatalities citing that 31% of people hit by a vehicle travelling at 40mph would lose their lives while at 20mph, the figure dropped to just 1%.

John went on to offer up the benefits of 20mph limits such as fewer casualties, increased opportunities for walking, cycling and play, a reduction in air and noise pollution, and the promotion of stronger communities.

Members were informed that government guidance set out in 2013 encouraged wide area implementation of 20mph limits for residential roads with the aim of encouraging mixed use; it was suggested NSC's travel policy was out of date and not in line with this guidance.

John advised the rest of WECA were introducing wide-area 20mph limits and that, if NSC failed to follow suit, were at risk of losing out on available government funding. Implementing wide-area

20mph limits was considered significantly cheaper than engineering traffic calming measures favoured by NSC.

John offered suggestions on what the PC and residents could do to encourage NSC to consider this option and answered members' questions.

7:37pm – John Simmons left the meeting

6 Public Questions

There were no members of the public present.

7 Co-option to fill Casual Vacancy

TJ proposed, MF seconded and it was resolved to co-opt Mrs Karen Bailey to the Council.

KB signed the Declaration of Acceptance of Office on camera, to be signed by the Clerk.

8 Appointment of interim Clerk

Andy Warren was temporarily removed from the virtual room.

JR proposed, BS seconded and it was agreed to appoint Andy Warren as interim Clerk with effect from 15 May 2021 and at a starting salary based on salary scale point SCP 9 (£10.86 per hour).

Andy Warren returned to the meeting.

JR advised Andy of the Council's decision and welcomed him to the Council.

9 Covid-19 Response

There was nothing new to report.

10 Police Report

No statistics had been available at the time of the meeting.

11 Consultations and Meetings

a) NSC Town & Parish Planning Workshop – 20 May 2021

TJ offered to attend the upcoming Planning Forum on behalf of the council.

12 Finance and Governance

b) Legislation pertaining to meeting arrangements

The Clerk advised there had been no further developments in terms of legislation permitting the holding of remote meetings.

Members discussed the logistics involved in holding face-to-face meetings at the two venues and it was agreed St Nicholas Church would not be able to accommodate social distancing and as such, was unsuitable. St Bridget's Church was a more viable option with space for both members of the council and a small number of members of the public.

It was agreed to schedule the next meeting to be held remotely and take a decision closer to the time.

c) Section 1 of the Annual Governance and Accountability Return (AGAR) 2020/21

The Clerk read through each point of Section 1: Annual Governance Statement of the AGAR for the year ending 31 March 2021. It was agreed, as a formal risk assessment had not been completed in the previous year, members would answer "NO" to point 5 and resolve to undertake the necessary risk assessment during the current financial year.

d) Adoption of the Accounts for the year ending 31 March 2021 and Section 2 of the AGAR

JR proposed, BS seconded and it was resolved that the Parish Council would adopt and approve the accounts for the year ending 31 March 2021.

MF proposed, TJ seconded and it was agreed to approve Section 2: Accounting Statements of the AGAR for the year ending 31 March 2021.

e) Annual Internal Audit Report 2020/1

Members noted the Annual Internal Audit report from the Council's Internal Auditor for 2020/21, as previously circulated.

f) Exemption from Limited Assurance Review

Members noted the Council met the criteria necessary to consider exemption from the requirement to have a limited assurance review.

Following consideration of the Council's Financial Statements for the year ending 31 March 2021 and the report of the Internal Auditor, **it was agreed the Council would certify itself exempt and the Certificate of Exemption would be provided to PKF Littlejohn.**

g) Insurance renewal

BS proposed, MF seconded and it was agreed to accept Came & Co's renewal quotation of £218 for the year 1 June 2021 to 31 May 2022.

It was noted that the premium had not increased on last year.

h) Receipts and Payments

The Clerk reported the following **receipts** had been received since the last meeting:

£2,750.00	North Somerset Council	1 st Precept payment
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JR proposed, MF seconded and it was resolved to ratify the following **payments** made since the last meeting:-

£224.84	Ms Joanna van Tonder / HMRC	Clerk's salary (April 2021)
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It was resolved to authorise the following **payments** to be made:-

£218.00	Came & Company	Insurance renewal 2021/22
£258.36	Ms Joanna van Tonder / HMRC	Clerk's final salary (to 14/05/2021) and reimbursement of expenses

Members noted the financial report as presented by the Clerk.

13 Highways, pavements, verges and footpaths

i) General update - highways

The following report was received:

- Brockley Lane (just past the entrance to Brockley Hall) – lay-by developing due to the excessive deterioration of the edge of the carriageway

Action: Clerk to report to North Somerset Council

Members noted the subsidence on Brockley Lane between the traffic lights and the Hall had been repaired.

j) General update – footpaths

JR reported the permissive path decals had been received and that NSC had agreed, in principle, to replace the two recently reported damaged stiles with metal gates at a cost of £150 to the Parish Council. It was noted the PC would be responsible for arranging the installation with Woodspring Ramblers.

14 Planning

a) Planning applications since the last meeting

There had been no planning applications received since the last meeting.

b) Consents, refusals and enforcement cases since the last meeting

The following planning applications were decided since the last meeting:

21/P/0385/FUL – Land at Midgell Farm, Chelvey Road, Chelvey	Permission granted 06/04/2021
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c) Update on Bristol Airport appeal

There was nothing new to report.

15 Open Forum for the Parish Council

Brock's News

JR confirmed that he had received the copies of the newsletter and that distribution was to be shared with members of the St Bridget's Church family.

Action: Clerk to follow up with St Bridget's

16 Council meeting dates and arrangements

Andy Warren advised that, due to prior commitments, he was unable to accommodate meetings on the first Tuesday of the month.

It was agreed to move meetings to the first MONDAY of the month with the next meeting taking place on a remote basis on Monday, 7 June 2021 at 7pm.

Meeting concluded at 8:24pm.