

BURRINGTON PARISH COUNCIL

Applegarth, Rickford Rise, Burrington, North Somerset BS40 7AN

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Minutes of Parish Council Meeting Held on Monday 1st June 2020 by Zoom Conferencing due to Covid19

Attendees:

Mr. Paul Keel (Chair) (PK)

Mr. Roger Daniels (Vice Chair) (RD)

Mrs. Helen Jackson (HJ)

Mr. Richard Dors (RDors)

Mrs. Teresa Martin (Clerk) (TM)

Mr. Patrick Keating, District Councillor

Mr. Mark Hughes, NSC Liaison Officer

1. **Apologies for Absence** - there were none.
2. **Minutes** of the Parish Council Meeting held on 29th April 2020 were approved by Councillors and were signed by the Clerk on behalf of the Chairman, who will endorse when lockdown restrictions are relaxed. The Minutes have been displayed on the Website.
3. **Questions from the Public** - the question was raised as to whether the Parish Council could arrange improvements through Copthorn Lane which is currently impassable. This would allow people access to walk this route to Lower Langford. It was agreed that this item would be included in our response to NSC Revision of Rights of Way Improvement Plan (see item 11.2 below).
4. **Elections**
 - Election of Officers - Register of Interest (deferred until May 2021)
 - Election of Representatives to Committees (deferred until May 2021)All were happy to continue in their role as Councillor, and remain as representatives on their current committees until the next Annual Parish Meeting in May 2021.
5. **Matters Arising:**
 - 5.1 **NSC Local Plan 2035 & Mendip Spring Garden Update** - now replaced by a new 'Local Plan'
 - 5.2. **Kissing Gate Modifications** - awaiting quotes and confirmation of what British Standards need to be obtained in re-positioning the existing gate. Guidance will be sought from NSC.
 - 5.3. **Appointment of new Councillor** - the position has been advertised and there has been 5 expressions of interest. Electoral Services at NSC have confirmed that we can co-opt a councillor and all agreed that the note drafted by RD would be sent to those interested and responses would be considered by all Councillors. A decision will be made at the next Parish Council meeting in July.
6. **District Councillor's Report** - Patrick Keating confirmed that consultation on the new Local Plan would be in two parts, the first will include getting views on the challenges and this would form the basis of part two, where specific options will be put forward. PK has been in discussion with John Penrose and a letter has been written setting out how the plan should progress, including ruling out garden villages. The 20,000 houses that were requested to be built in our area will be reviewed and consideration may be given to land closer to Bristol being allocated for this purpose. Covid19 update shows that the levels are currently increasing in North Somerset and, as a result of staff illness, WSM Hospital has been closed. Grants have been allocated to relevant businesses in the area. Improvements in cycling and walking infrastructures and, in our area the route to Churchill Academy, are being considered.
7. **Broadband** - still awaiting connection to The Parish Room.
8. **Burrington Combe Toilets** - continue to be closed on advice from the Police, NSC and Government guidelines. Income has ceased (see item 11.1 below). Payment to the Hushers who continue to check the facilities, has been reduced to half from 1st May but will be reviewed regularly.
9. **Police Report** - can be accessed online.

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10. **NSC Liaison Officer's Report** - Mark Hughes advised that the majority of staff at NSC have been working from home. They continue to provide essential services to the public and they are looking closely at the financial pressures on local businesses.
11. **Correspondence**
 - 11.1 **NSC request for costs to PC during Covid19 Lockdown** - details of costs incurred due to Burrington Combe public conveniences being closed were advised. In the middle of May the cost to the Parish Council was approximately £600 and it is expected that the final figure will be in excess of £1,200.
 - 11.2 **NSC Revision of Rights of Way Improvement Plan** - Councillors agreed to hold an informal meeting to look at various pathways in the Parish and to advise NSC of those we would like included on the Improvement Plan (including Copthorn Lane - see 3 above). We would also enquire as to whether any funds would be made available to implement the improvements.
12. **Planning Applications**

20/P/0704/FHU - Rickford Farm, Rickford Lane - single storey rear extension, loft conversion and barn conversion- Paul Keel declared an interest in this matter and excused himself from discussion. All had seen the email RD had sent to the case officer requesting further information on the application to assist us with our consultation response.

20/P/0872/TRCA - Saxon Place, Saxon Street, Langford - reduction of Lime tree - **NSC approved**

Updates:

 - Bristol Airport Expansion - it was noted that Bristol Airport are looking to sub let office space in Lulsgate House
 - Blagdon Water Gardens - no progress
13. **Burial Ground**
 - Memorial Headstone for Mrs. Sylvia Norton was agreed
14. **Joint Spatial Plan & Joint Local Transport Plan** - this will be removed from the Agenda and replaced by the new 'Local Plan'
15. **Accounts for Payment** - payment of the accounts shown over leaf were proposed by HJ and seconded by RDors.
16. **Final Annual Accounts Sign-off** - acceptance of the Final Annual Accounts was proposed by RDors and seconded by HJ.
17. **Documents for Review & Sign-off** - acceptance of the following documents was agreed unanimously:
 - 17.1 Financial Regulations - proposed by RD, seconded by HJ
 - 17.2 Standing Orders & Supplementary Covid19 Order - proposed by HJ, seconded by RD
 - 17.3 Risk Assessment - proposed by RDors, seconded RD
 - 17.4 GDPR Statement - proposed by RD, seconded by HJ
18. **Annual Audit - Certificate of Exemption** - all agreed that we should again apply for a Certificate of Exemption
19. **Annual Governance Statement** - PK read out the statement which had been distributed to all Councillors prior to the meeting and it was unanimously agreed that all sections should be ticked 'Yes'.
20. **Accounting Statement** - unanimously agreed by Councillors.
21. **Any Other Business.** - it was noted that the hedges at the burial ground and through Rickford Lane were in need of cutting. All agreed that PK should arrange for the work to be undertaken and the Lane in particular to be done in the next week or two before the children go back to school.

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22. **Date of Next Meeting** - Monday, 27th July at 7.30 pm. If lockdown continues, it was agreed that this meeting will be held by Zoom.

Accounts - 1st June 2020 Zoom Meeting

Receipts

Bank Interest - Business reserve A/c April 2020 1.09

Burrington Combe Public Conveniences

No Monies received due to closure of facilities during Covid19 pandemic

Total Receipts **£1.09**

Payments

Southern Electric Supply to BC Toilets (DD) - Collected 1May20 17.38
30May20 15.40

JG & T Martin - Strim & Grass cut Burial Ground 9 & 24 May 2020 110.00

C Husher -Cleaning of BC Toilets 4May20 - 29May 4 wks @ £20 80.00

Michelmores LLP - Annual Ground Rent 2020 Burrington Combe toilets 5.00

Roger Daniels - Renewal of website address for 2 years 28.78

Total Payments **£256.56**

Note: No payments received from Mendip Outdoor Ltd (£100) or Caving Services (£10) during April or May
No cash from Safepost Box