

KENN PARISH COUNCIL

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MINUTES – Kenn Parish Council meeting 4 July 2016, held in the Village Hall, Kenn St, Kenn
Meeting commenced at 19:30 and concluded at 20:55

PRESENT: Cllrs S Naish (Chairman), S Brain, W Bessant, J-P Humberstone C Quinn, H Staples.
R Treble Clerk; Eleanor Wade

IN ATTENDANCE: North Somerset Council (NSC) Cllrs J Iles and J Hadley and Liaison Officer.

19:30 INFORMAL BUSINESS

Items raised during Public Participation

4 residents attended

(1) Highways – an enquiry was made about a proposal for a roundabout in the vicinity of the Business Park and if this would be part of the St Modwen application? It was noted that, as yet, no application had been submitted, so no comments could be made.

(2) Broadband – information was provided that a letter had been sent and copied to the Parish Council, however, it had been too late for this agenda. Referred to the next meeting.

(3) Warrens – NSC has provided information regarding the charging of Council Tax on this site.

Colehouse site – Cllr Iles would check on the situation regarding the charging of Council Tax to properties on this site, but recalled there had been access difficulties in the past.

19:40 FORMAL BUSINESS

16/75 Apologies for absence None

16/76 Declarations of interest None

16/77 Minutes of the Council meetings held on the 9 May and 31 May 2016

Resolved: The minutes were approved as correct.

16/78 Chairman's Communications (min 16/50) the Chairman reported:

- Meeting with Local MP – details were provided of the outcome of the Parish Council meeting with the MP's at his surgery to discuss possible housing on the St Modwens site. It was proposed to have another meeting with the MP when more details were known.

- Queen's Medal – the Chairman reported that most of these had been given out at the village event but there were still a few left.

16/79 Verges and hedges (min 16/58)

- Balance Pond on Business Park – The Clerk reported not being able to find NSC's record of grant of planning permission which would provide the conditions relating to this area. It does not appear to be on the planning pages of their web site. The Clerk had spoken to Mr Hobden and agreed to meet him to be shown the only route into this area.

Resolved: To check the Land Registry even if there was a cost involved in doing this.

- Hedge at Kennmore Rd & Kenn St junction – it was noted that this needed cutting again. Agreed to ask NSC to check, Cllr Treble would also speak with the owner.

16/80 Traffic speeds, pavement parking, airport parking (min 16/59)

- Traffic Speed – NSC's Vehicle Activated Speed Sign (VASS) had been moved to the Kenn Street location (facing the junction with the B3133) – 1560 activations at first change of battery, about the same when they turned it the opposite direction

- VASS sign for Kenn – Members considered 3 suppliers information;

1) RadarSpeed Sign – VIABD 12V Model for mobile applications **£2250.00+VAT**. Or the VIA30C 12V model for mobile applications **£2600.00+VAT**.

2) Westcotec – this was the same make a supplied by NSC.

Portable 20/30/40 with SLOW DOWN, battery powered complete with spare battery, charger, sign cover and clamps for a cost of **£2,625.00+VAT**.

Portable Mini Speed Indicator, battery powered complete with charger, sign cover and clamps for a cost of **£2,625.00+VAT**.

Portable Speed Indicator Device (SID) with SLOW DOWN, battery powered complete with spare battery charger, sign cover and clamps for a cost of **£2,800.00+VAT**.

3) Swarco – MVAS2 1 Battery powered Mobile Vehicle Activated Sign to B-30r234-SD-BDH The total value for this project is **£2,242.45** ex VAT and includes delivery.

Resolved: Check the cost of solar powered signs. If not viable or acceptable, then to purchase; 2 Westcote Portable 20/30/40, plus data, plus 2 extra brackets = £2925 each
(NOTE: 2016/17 budgeted sum for this £3,000 in precept and £3,000 set aside from reserves)

- Airport Parking – this had been reported and a reply had been received from NSC Enforcement that it was being investigated.

16/81 **Free Flowers** (min 16/34) it was reported take-up was good. Some were still available.

16/82 **Kenn Neighbourhood Plan** (min 16/60)

As a lot of work is entailed in preparing a Neighbourhood Plan, which would involve a large majority of Kenn residents, it had been agreed to put an article in the Kenn News & Views giving some details and inviting interested people to attend the next meeting.

The information was noted that no one had expressed an interest.

Resolved: Not to progress this for the moment.

16/83 **Active Gym free event** (min 16/57) & **NSC Parish Recycling Scheme** (min 16/64)

The Village Hall is available on Saturdays in September: 3rd, 17th, & 1st October.

Resolved: To book the Village Hall for the 17 September 2016 for this event.

16/84 **NSC 'Keep Clear' marking (H bar) policy** (min 16/65)

Members received an update provided by NSC in reply to Weston Town Council's queries relating to this policy as reported in the last minutes. **Noted**

Planning Items

16/85 **Planning Consultant/Surveyor** (min 16/74)

The Clerk reported five approaches had been made to consultants and the replies received were; two verbally stated it was not within their remit, one had replied they did work for St Modwens and so were not in a position to advise and one did not reply at all.

One replied he would be interested in providing consultancy support to help respond to the likely planning application for 200 plus houses. He has considerable and wide ranging planning experience, in particular many years of experience dealing with planning applications and more recent experience of Neighbourhood Planning.

He could offer to critically review any proposed planning application to identify potential threats and opportunities for the local community, in particular to understand how potential impacts might be mitigated through amendments, planning conditions, Section 106 and, or, CIL contributions and would draft appropriate representations on behalf of the PC.

He also offered to meet with representatives, at no cost to explore and discuss possible involvement. His hourly rate, if contacted to carry out this work, would be £50 plus VAT.

Resolved: To invite him for a discussion.

16/86 **Clevedon Neighbour Plan** (min 16/71)

An invitation had been received for Kenn PC representatives to attend a meeting of this newly formed group. Cllrs Brain and Humberstone had attended and gave a report;

- Extending the boundary of the plan had been discussed but as this part of the plan had already been submitted it was not progressed.
- Possibility of a joint plan with neighbouring parishes, including Kenn.

16/87 **Planning Applications**

16/P/1475/LB Yew Tree Farm, Kenn St – Replacement of 3 existing wooden framed windows with double glazed wooden framed window to rear elevation at first floor level.

A debate took place on whether the comment '*subject to the comments of the conservation officer*' should be added. On a vote of 3 for to 4 against it was:

Resolved: to only make the comment – No objections.

16/P/1481/F Willow Cottage, Duck Lane – Convert part of garage from office to habitable room.

Resolved: No objections.

16/88 **Review of Sustainability of rural settlements in North Somerset**

NSC had provided the data collected so far, and requested if this could be checked to see whether this is factually correct.

Resolved: To call a special meeting on the 14 July 16 to be able to concentrate on ensuring the entry for Kenn in this document is correct.

- 16/89 Neighbourhood Plan - for Pill/ Easton-in-Gordano, Abbots Leigh, Claverham**
North Somerset Council consultations had provided details of the first two of these and how to comment.
Resolved: No comment.
Claverham – the documents have been provided as hard copies. Members were interested to see the document as it seemed to be a smaller plan and easier to understand.
Resolved: No comments, but the Clerk was asked to scan a copy and circulate this to members – however, a digital copy of the latest draft is available on their website: www.claverhamfuture.org.uk, then click on the top menu 'The Plan' to download a copy.
- 16/90 North Somerset Local Plan for 2018 – 2036**
Views are being sought to this consultation which is an initiation document setting out the proposed scope and programme for the preparation of the North Somerset Local Plan. The existing timeframe for planning documents within North Somerset is to 2026. This is the end period of both the Core Strategy and the more detailed Sites and Policies Plan.
The Core Strategy includes a commitment to an early review of the housing requirement by the end of 2018. This review is being done in conjunction with the other authorities in the West of England through a new development plan document, the Joint Spatial Plan (JSP) (*detailing policies and additional housing, employment and other land allocations beyond 2026 and up to the new 2036 end date*) which will cover all four Unity Authority areas. This will provide a new strategic planning context for North Somerset to 2036 in the form of a new district housing target and strategic locations.
Resolved: No comments.
- 16/91 North Somerset Flood Risk**
North Somerset Flood Risk Action Group (NSFRAG) has been in existence since 2008. Most of its original objectives, locally, having been achieved, it met earlier this year to consider whether or not to disband. It was felt this should not happen – there are still concerns and there is still work and pressure to be applied to ensure that sea and river defences continue to be fit for purpose for the longer term. At another recent meeting, it was clear the contact list needed updating and some of those who originally represented their councils on NSFRAG may no longer be eligible or willing to do so. For Kenn they have H Staples and R Treble currently listed.
Resolved: To advise Cllrs H Staples, R Treble wish to continue and JP Humberstone is also willing to attend.
- 16/92 ALCA – North Somerset Area Group**
Requested contact details for Kenn Council's representatives for the North Somerset ALCA Area Group. Local Councils can select up to two councillors and the clerk.
Resolved: To advise Cllrs S Brain and C Quinn and Clerk will attend.

Accounts & Finance Items

- 16/93 Payment of Accounts & Budget Control**
Members reviewed details in the Clerk's report.
Resolved: To approve the accounts for payment as detailed.

Urgent Items

- 16/94 Warren Holiday Village – Council Tax** – NSC had replied to the Clerk's enquiries with;
As a result of last year's review of all caravan and mobile home sites in the district a large number of mobile homes were identified as being the sole or main residents of the current occupiers. On this basis, they had a duty to report these mobile homes to the Valuation Office Agency to be banded for Council Tax purposes. Once the mobile homes were banded, they had a duty to charge Council Tax based on the details the Valuation Office Agency provided
During 2015/2016 a large number of residents were billed for Council Tax for the first time, leading to a number of complaints. Meetings was held with residents and the Council Tax Team, to explain why bills had been issued and to ensure all residents received the Council Tax discounts and support to which they were entitled. It was also explained that

Council Tax liability could have been backdated to when the residents first moved in but the decision had been taken to bill them from no earlier than 1 April 2015.

To allow time for the residents to get any discounts or support to which they were entitled and to ‘ease’ them into paying Council Tax it was also agreed that no recovery action would be taken in respect of any unpaid amounts during 2015/2016. Any amounts that remained unpaid as at 1 April 2016 were then added to the current year’s liability and payment was spread throughout the current financial year. However, if the instalments are not now paid as detailed on their bills the residents will fall into the standard recovery process.

With regard to Kenn – They have also checked with Corporate Accountancy team who have confirmed that as these additional assessments were all banded prior to the end of November they will have been included in the formula for the Parish Council’s annual precept.

Noted with interest.

16/95 **Potholes in Colehouse Lane** – requested these are reported

16/96 **Change of date of the November Meeting**

Agreed to change the date from 7 November to the 1 November 2016

APPROVED AS A TRUE RECORD

Signed by the Chairman

Date.....

DRAFT MINUTES to be approved at the next meeting on the 2 September 2016