

North Wootton Parish Council



Clerk to the Parish

Hazel Brinton (BA Hons)

60, Worle Moor Road, Weston-s-Mare, North Somerset BS24 7EG

Tel: 07341 977235 Email: northwoottonparishcouncil@gmail.com

Minutes of the Annual Parish Council Meeting of North Wootton Parish Council held in the North Wootton Village Hall on Tuesday 23rd May 2017

PRESENT Cllr A Bovey (Chairman), Cllr M Hoddinott, Cllr S Shimmin Cllr M Smith and Cllr A Townend (Vice Chairman) together with the parish clerk Miss Hazel Brinton and interim Responsible Financial Officer, Mr Bill Bartlett.

A member of the public was also present as well as two representatives from the organisers of the Glastonbury Festival Mr Dick Hamilton and Steve Russell-Yarde and the agent for Mr Croker, the applicant for 2016/1792/REM.

The Chairman opened the meeting at 19.40.

1. Cllr Hoddinott proposed and Cllr Smith seconded that Cllr Bovey be re-elected Chairman for the coming year. **Cllr Bovey was unanimously elected Chairman of North Wootton Parish Council for 2017/18.**
2. Cllr Bovey formally accepted the office of Chairman by stating and signing the Statutory Declaration of Office.
3. Cllr Smith proposed and Cllr Hoddinott seconded that Cllr Townend be elected Vice Chairman of North Wootton Parish Council for the coming year. **Cllr Townend was duly elected unanimously.**
4. Apologies for absence were noted from Cllr Nigel Hewitt- Cooper
5. There were no declarations of interest in items on the agenda.
6. **To adopt the council's Financial Regulations** (item take out of turn). The clerk explained that she could not find the adopted Financial Regulations for the council so had proposed that the council adopt the recommended Financial Regulations as per NALC. **It was resolved that the parish council adopt the regulations as recommended by the clerk and will review them for the meeting in July.**
7. **To adopt the council's Standing Order (item taken out of turn).** The clerk would review the standing orders to ensure they were up to date with the current recommended NALC model. **It was resolved that the parish council adopt the current standing orders subject to the clerk's review.**
8. **To receive the Council's financial statements for the year ending 31st March 2017**
 - I. **It was resolved to appoint Mr Bill Bartlett as Responsible Financial Officer for the purposes of the annual accounts return for year ending 31st March 2017**

Chairman's signature.....

- II. Mr Bartlett presented the accounts to Council. **It was unanimously resolved to approve the Annual Governance Statement for the year ending 31st March 2017 which was signed by the Clerk and the Chairman.**
 - III. **It was unanimously resolved to approve the Annual Accounts for the year ending 31st March 2017 which were duly signed by the Responsible Financial Officer and the Chairman.**
 - IV. **It was resolved to defer the assessment of the internal audit review until the July meeting.**
9. **It was unanimously resolved to confirm that summons, notices and other such documentation may be sent to parish councillors by email.**
 10. **It was unanimously resolved that Mr Tony Bradfield be asked to remain as the Council's internal auditor for the next financial year.**
 11. **It was unanimously resolved to approved the minutes as an accurate record of the meeting of the parish council on 14th March 2017 which were duly signed as such by the Chairman**
 12. **It was unanimously resolved the pay the items presented.**
 13. **To receive an update on Festival 2017 organisation from Mr Dick Hamilton- Village Liaison.**

Mr Hamilton was accompanied by Mr Russell-Yarde who gave the council an update on procedures for this year's festival to alleviate some of the issues faced by residents of the parish last year.

The Chairman asked the representatives about the poor state of the road verges and any progress made by the gang paid by the festival to repair them. Mr Russell-Yarde said that the gang had been in the area for eight days but they had not been back since. The intention was for them to be in the area a couple of days before the festival start on the road between North Wootton and the car park and the route out towards Launcherley. The Chairman asked about the traffic management arrangements for this year. Mr Hamilton said that they would be the same as last year. On Thursday 15th June residents' passes would be handed out and a notice would be handed out regarding the roads affected. The bus table would be the same and the timetable was already out. He had already received emails and phone calls from parishioners. From 5th June, the hotline would be answered between 9am and 5pm with 24 hour monitoring until the festival close. Mr Hamilton said he will give all assistance and reassurance and that is the conduit for any queries and his contact details can be found in the original letter.

The Chairman explained that there was a village café on Thursday where the representatives could meet parishioners. He said that they were generally in favour of the Festival if the niggles could be ironed out. Mr Hamilton asked that parishioners and councillors let him know of any issues.

Cllr Smith noted that there was a comms problem last year and asked if this had been sorted out. Mr Russell-Yarde said that the stewarding would be the same as last year but it had been revised on the feedback received last year. The radio communications issue has been resolved. In terms of routings, the intention was that festival traffic would *NOT (Suggested capitals!)* come in via North Wootton *but signage would be erected to control attendees who came off the A39*. They would only be asked to leave the A39 in the case of an accident or emergency.

Mr Russell-Yarde informed councillors that the festival organisers had laid 10km of track across farmers' land to the car parks which would make it more resilient to the weather. There were also better contingencies for towing vehicles.

Chairman's signature.....

The representatives assured councillors that the festival continues to review security plans and was liaising closely with the relevant authorities. There was a lot going on behind the scenes and the situation was under constant review. Festival goers would be requested to use the official drop off and collection points only and to have proper car passes.

Cllr Shimmin requested that organisers check that signs were in place before the festival on a regular basis as some signs were taken down last year resulting in confusion.

The Chairman thanked the Mr Hamilton and Mr Russell-Yarde who then left the meeting.

14. i) To note the decision of the parish council in respect of planning application 2017/0493/HSE – no observations to offer.
- ii) 2016/1792/REM – Mr Croker’s agent explained some proposed changes to the layout and size of the intended build which would be considerably smaller in area but two storeys high. Relocation of the build would mean that the new proposal would be no higher than the original bungalow. He further confirmed that any overlooking issues would be designed out with obscure glass and that there were plans for only one dwelling. These proposals have not yet been submitted to Mendip but the applicant was anxious to get preliminary feedback from the Council. No formal comment was required from the Council at this stage.

The Chairman thanked Mr Croker’s agent for his presentation and the latter then left the meeting.

15. To receive any reports:
 - I. Highways – Cllr Shimmin had nothing further to add or report
 - II. Footpaths – Cllr Hoddinott had nothing to report other than the pavements would be sprayed again. The Chairman suggested clearing and spraying Stocks Lane on 15th July.
 - III. Moors and Levels – Cllr Smith had nothing to report.
16. There was no correspondence to report
17. Other business referred to the Clerk
 - I. The posting of the Notice of Audit 2017 was noted as being from 5th June to 14th July 2017
18. The provisional meeting dates for the next year were noted as:
 - July 18th
 - September 19th
 - November 21st
 - January 16th
 - March 20th
 - May 15th (APM and APCM)

19. The date of the next parish council meeting was noted as 18th July at 19.30.

There being no more business, the Chairman closed the meeting at 20.50.

Chairman’s signature.....