



Brean Parish Council

Approved Minutes of the Brean Parish Council Meeting held on Monday 12 December 2016

Present

Cllr J Harris	Chairman
Cllr T Hicks	Vice-Chairman
Councillors	Mr D Holland, Mrs J Jackman, Mr M Chatterton, and Mrs J Smith

In attendance:-

Five members of the public

Jacqueline Manning, Clerk to the Council.

182/16 Apologies

Apologies were received and accepted from Cllr D Scott and Cllr T Grimes.

183/16 Declaration of Interests

Cllr Harris informed the meeting that where members consider they may have a potential interest in any topic for discussion and decision they should declare an interest and withdraw from the discussion and decision making process.

184/16 Approval of draft minutes

The draft minutes of the meeting dated Monday 14 November 2016 were approved without amendment and signed by the Chairman.

185/16 To respond to members of the public

The Chairman of Brean Land Yacht Club informed the meeting that he had been in contact with Sedgemoor District Council to enquire about the process for changing bye-laws. The following points were then raised by both members of Brean Land Yacht Club and SWATK (South West Association of Traction Kiting):

- Sailing in May, June and September would benefit the club and the local community.
- The Club had stringent rules about suitable times to sail.
- They had sailed for a period of twelve years throughout the summer with no problems.
- A restricted area could be marked out on the beach for sailing and the Club had never sailed when the beach was too busy.
- Any resident from Brean who wanted to try out land yachting could do so free of charge as long as they could prove they were a resident.

➤ Both clubs were keen to work with the Parish Council to make amended times work. The Chairman commented that there was an issue of safety when the beach was busy on hot days in the summer. Cllr Jackman commented that she welcomed members of the Club to the beach, and financially, we needed as many activities as possible that would attract visitors to the beach. However, it was important not to take up too much room on the beach. Members of the land yacht club and SWATK confirmed that both clubs could use the same area.

The issues would be discussed fully in agenda item 186/16 – matters arising.

186/16 Discussion of matters arising from previous minutes

Crown lease – awaiting update from Ashfords LLP. The Chairman would e-mail to chase up.

Re-valuation of rates for Weston Road toilets – the Clerk had phoned the Valuation Agency to discuss the case. The case officer had explained that the Parish needed to demonstrate that details of the toilets were incorrect on the Valuation Agency database in order to request a change to the rateable value. The age of the toilets, drainage and the size of the toilet block in square metres were all found to be correct. We could proceed to a tribunal or withdraw from the case by signing a withdrawal form.

Action: Clerk to obtain withdrawal form.

Invitation to James Heapey to attend a parish meeting to discuss village issues – Mr Heapey's PA had advised that James would be in Parliament on Mondays, and could not therefore attend a Parish Council meeting. However, some suitable alternative dates would be identified.

Winter bus service to Brean – the Clerk had written to First Group customer services, setting out the points noted at the last meeting, and had requested a meeting between local First Group representatives and Parish Councillors.

Maintenance of road signs and markings – one chevron had been repaired, but other repairs were still needed.

Action: Clerk to chase up.

Traffic congestion and lack of pedestrian crossings in Brean – Highways had commented that the ward councillor would be aware of the process to follow for an application for a pedestrian crossing.

Action: Clerk to contact Cllr John Denbee.

Signage for beach – dogs to be kept on lead at busy times. Noted that Cllr Scott was dealing with this point.

Knoll Park Residents Association – the Clerk had written to a local business owner about problems with lorries turning into the Knoll Park car park. The letter was on the circulation list for members' information.

Brean Land Yacht Club – request to amend bye-laws. Cllr Grimes had asked Steven Hellard at SDC to e-mail details of the process for amending bye-laws. The Clerk read out a summary of the process. It was noted that any application would go from the Parish Council to the District Council, then to the Secretary of State. If agreed at this level, the District Council would then need to undertake a consultation process.

A discussion then took place, with a number of points raised:

- Concern was expressed about reconciling the needs of holidaymakers with the needs of SWATK and the land yachts. If revenue from the beach fell significantly, the Parish Council might have to consider levying a precept.

- Could the land yachts and SWATK be moved to a vehicle-free part of the beach? The sailing area had at one point been moved to south of the posts, but this had caused inconvenience to residents.
- Keeping the beach safe was the most important issue; the beach was now busier than it had been a few years ago.

Cllr Harris felt that the status quo should be maintained at present and asked other Councillors for their opinion. All agreed that the current bye-laws should remain in force, but that we would monitor usage of the beach.

Collection of salt – Cllr Holland reported that he had not been able to arrange for the collection of salt from Dunball depot as discussed at the last meeting. Cllr Smith advised that she had some salt available if required.

187/16 Current Planning Applications

There were no on-going planning applications this month.

188/16 New Planning Applications

No new applications had been received this month.

189/16 Beach Management

Christmas beach clean – Cllr Harris asked members whether they were in favour of a Christmas beach clean. All agreed this should go ahead.

Members noted that beach cleaning needed to be less frequent, now that there was very little sewage debris.

190/16 Reports from Councillors on village issues

Footpath to Weston – Cllr Hicks reported that this was still moving slowly forward. Funds had been obtained and an application for funding had also been made to the Coastal Community Team. Construction of the final section to Warren Farm would depend on the water level in the ditch. The planned completion date was still between 27 April and 1 May 2017.

Village Hall Management Committee – Cllr Harris reported that the committee was in need of volunteers and that we needed someone who would be able to take over chairmanship of the Committee in due course. Cllr Smith advised that she was happy to go on the Committee; Cllr Harris would inform Derek Petrie. Cllr Jackman stated that she would help with whatever she could do.

Blocked drains –the Clerk had requested another visit from the engineer, but there were still problems with the drains at Wyndham Park and the Pinewood/ Brean Court area.

Action: Clerk to write to SCC, to ask the engineer to come and see Cllr Harris so that the problems could be discussed.

191/16 Approval of cheques for the current month's expenditure

A schedule of cheques and direct debit expenditure for November 2016 is included at Annex 1 to the minutes.

192/16 Financial matters

The Chairman received and signed the bank reconciliation statements for 31 October 2016, together with payments and receipts reports for October 2016.

A report on income and expenditure for the period April to October 2016 was circulated to all members for information.

The draft budget for 2017-18 was reviewed by members and it was agreed that:

- The code for the Hibernia transatlantic cable related to a one-off transaction and could be deleted from the 2017-2018 budget.
- Beach cleaning should be raised from the proposed figure of £2000.00 to £2500.00
- Contingency should remain at £1500.00
- Other expenditure codes should remain as shown in the draft budget.

Update on auto-enrolment – the Declaration of Compliance was now complete and a certificate had been received from the Pensions Regulator.

To consider setting up direct debit payments for recurring expenditure items. The Clerk reported that HMRC had requested that all future payments of tax and NI should be made electronically. As there was an increasing move towards electronic payments, we could consider setting up direct debit payments for other recurring items of expenditure such as Opus Energy and Bristol and Wessex Water. Councillors agreed that this would be acceptable.

Action: Clerk to prepare the relevant forms and bring to the next meeting.

There being no members of the public present, Councillors discussed the following items of confidential business:

- Staff salaries
- Concession income

193/16 **Staffing matters – Clerk**

There being no members of the public present, Councillors discussed the following item of confidential business:

Draft advertisement and job description for the Clerk's position.

194/16 **Adoption of Standing Orders**

The Clerk had prepared a more concise document, with the aim of adapting it more specifically to the needs of the Parish Council. The document was on the circulation list for members' consideration and comments.

195/16 **Correspondence for review and circulation**

- Mendip Community Transport – request for grant
Mendip Community Transport had written to request a grant, and their letter was on circulation for members to consider.
- SDC - offer of Code of Conduct training for Clerks and Councillors in March 2017.
Members noted that training was proposed for March 2017, but we would need to inform Sedgemoor so that numbers could be assessed. It was possible the new Clerk might wish to attend the training.
- SDC – updated Planning Code of Good Practice
This was an e-mail explaining the rules for dual-hatted members of Parish and Town Councils. Although this did not currently apply to Brean, the e-mail was included for Councillors' information. The updated Code could be printed out if Councillors wished to see it.
- James Heapey MP – fortnightly email update.
The Clerk asked if members would like this to be e-mailed to them, but all agreed that it should be printed out for the circulation list.

- Letter from Duncan McGinty about parish cluster meetings
The letter commented on the outcome of the consultation with Parish councils on the format of the All Parish meetings that had replaced the cluster meetings.

196/16 **To note the following correspondence on the circulation list**

- Amended draft Standing Orders
- E-mail from SDC about the procedure for amending bye-laws
- SDC – Notice of an Application for an exempted camp site; rally at Warren Farm Oct. 17
- SDC News Release – council tax scam
- Copy of letter sent to business owner – problems with lorries
- Letter from concession holder about dogs on the beach
- Hinkley Point C Look Ahead – December 2016
- Severn Estuary Partnership News – title page with link to full E-News
- The Stream – Somerset Rivers Authority progress update November 2016

Items added after the agenda was circulated:

- Notification of Speed Indicator Devices (SIDS) for 2017
- Advance notice of temporary closure of Brean Road, Lympsham in January 2017

197/16 **Members' comments on previously circulated correspondence**

No comments had been raised for discussion at the meeting.

198/16 **Other matters raised by Councillors for discussion at the next meeting in January 2017**

Cllr Jackman commented that a small management committee could be formed to run the village hall and she had given thought to possible membership.

Cllr Holland informed the meeting that he had a commitment which clashed with the SALC meeting on 15 December 2016 and would therefore not be able to attend.

Action: Clerk to contact SALC to give apologies and to request a copy of the minutes.

Cllr Harris advised that there would be a temporary road closure of Brean Road, Lympsham, starting on 16 January 2017 and lasting for five days. Details were on the circulation list for members' information.

199/16 **Date of next meeting**

It was agreed that the next meeting would take place on Monday 9 January 2017, at 7.00 pm in Brean Village Hall. Cllr Harris would check that the hall was available on this date.

200/16 **To further discuss the draft 2017-2018 budget**

As noted under items 192/16 and 193/16, there were no members of the public present. For this reason, it had been deemed unnecessary to hold a confidential meeting following closure of the main meeting. Items relating to the 2017-2018 budget and the advertisement for the Clerk's position had therefore been discussed under agenda items 192/16 and 193/16.

The meeting was declared closed at 8.40 pm.