



Parish Clerk: Angela Wilson
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 timsbury.org.uk/parishcouncil

Minutes of Parish Council Meeting Monday 7th October 2024

Ref.	Item and Minute	Action
	<p>Present: In the Chair Cllr K C Bradley, Cllr Mark Foster (Vice-Chairman), Cllr Mary-Anne Ansell, Cllr Paul Carroll, Cllr David Collett, Cllr Jayne Langley, Cllr Nick Lewis, Cllr Debbie Murphy, Cllr Josie Pownall, Cllr Peter Randall, Cllr Sean Stephenson-McGall, Cllr Shaun Stephenson-McGall Clerk: Angela Wilson</p>	
5685	<p>1. Welcome and Apologies. Apologies were received from Cllr Ray Merchant . The Chairman welcomed all members to the meeting.</p>	
5686	<p>2. Declarations of Interest Cllr Foster declared an interest in agenda item 11 as an allotment holder.</p>	
5687	<p>3. Minutes of the last meeting The minutes of the last meeting were read and approved as a correct record and signed by the Chairman.</p>	
5688	<p>4. Matters arising</p> <ul style="list-style-type: none"> • 5670 (5655,5636, 5621,5609) – The seats for the bus shelter were still in the process of being organised and an update will be provided at a future meeting. • 5670(5650) – The sign appears to be visible now that the covering foliage has died back. • 5671 All details of the Conygre Hall facilities have been sent to the Emergency Resilience team at B&NES. • 5671 The banner advertising the Timsbury Library has now been fixed to the wall of the YMCA building with the assistance of Cllr Lewis. • 5671 The policies required for adhering to the proposed Civility and Respect pledge are still being worked on and will be brought to a future meeting for approval • 5675 No further comments were received from members regarding the B&NES Transport Policy public consultation • 5676 The contractors for the grass cutting at the cemetery have agreed to carry out the cuts detailed until March next year when their contract will then be reviewed for the following financial year. • 5681 All actions arising from the Finance Committee recommendations have now been carried out. The Clerk will arrange with a supplier as soon 	

	as practicable for the replacement laptop which will also include having all data transferred from the existing laptop to the new one.	
5689	<p>5. Clerk's Report</p> <ul style="list-style-type: none"> The External Auditors, BDO LLP, notified the Parish Council that no issues have been found following the audit of the accounts for 2023/24 and they have subsequently issued a notice of conclusion. This has been posted both on the Timsbury.org website and on the notice boards. The Auditor's cost for examining the accounts for 23/24 is £420 (ex VAT). The payment of £794.36 in respect of planning application 23/04676/FUL has been received. The Pensions Regulator has requested details of any staff needing to be re-enrolled onto the Pension Scheme in order to comply with the Pensions Act 2008. All eligible staff are currently enrolled on the pension scheme and so the Clerk will re-submit a declaration of compliance before the deadline of July 2025. 	
5690	<p>6. Planning applications to B&NES for the Parish Council to consider. <u>24/03582/TCA</u> 1 Chapel Walk, Timsbury BA2 OJZ T1 twin stem walnut tree – to be felled <i>It was unanimously agreed that there were no objections to this planning application</i></p>	Clerk
5691	<p>7. B&NES Decisions on planning applications <u>24/02278/TPO</u> Beechwood, The Avenue, Timsbury BA2 OHU T3 – sycamore tree, is dead and needs to be removed. T1 – beech tree – prune back from building at 2 metres. T2 – beech tree prune back from building at 2 metres. Decision - CONSENT <u>24/02814/FUL</u> 12 Upper Conygre, Timsbury BA2 OFH Erection of one-storey rear extension Decision - PERMIT</p>	
5692	<p>8. Reports from delegates to other organisations <u>Parish Liaison Meeting – 18th September 2024</u> Cllr Shaun Stephenson McGall reported that topics included Civility and Respect, Children and Youth service provision and the local crime plan. Highways and traffic issues were also discussed with the potential need for more speed cameras and monitoring of them. <u>Community Resilience training day 6th September 2024</u> Cllr Carroll and the Clerk attended the meeting. It was a very useful day but tended to be biased more towards flooding issues. The Parish Council is locked into the B&NES Emergency Plan which worked very well during a recent issue in the village.</p>	
5693	<p>9. Midsomer Norton and Radstock Silver Band The Carols in the Square will be held on Monday 23rd December 2024 at 6.30pm and the Midsomer Norton and Radstock Silver Band have agreed to take part. <i>It was unanimously agreed that the Parish Council would fund the £100 cost.</i></p>	Clerk

5694	<p>10. Christmas tree for the Miners Garden <i>It was unanimously agreed to purchase a Christmas tree at a cost of up to £175 for the Miners' garden. The Clerk will arrange it with the contractor.</i></p>	Clerk
5695	<p>11. Request from the allotments committee for a financial contribution towards the cost of a replacement mower The allotments committee sought advice on a replacement petrol-driven mower and requested that approval be given to buy an Alko Premium 520SH at a cost of £629 (inc VAT) for which they would contribute £300. <i>It was unanimously agreed that the Parish Council would fund the balance for the mower. The Clerk would order the mower and would arrange for the £300 contribution to be reimbursed from the allotments committee.</i></p>	Clerk
5696	<p>12. Update from the meeting of the Streets and Safety working group of 19th September 2024 The speed awareness signs need to be re-sited but tilt adaptors will be required for use on the hills in the area such as Radford Hill and The Hook. These would cost £36.65 plus VAT each and it was proposed that this will be taken from the CIL funds allocated to the Streets and Safety committee. <i>It was unanimously agreed that two tilt adaptors be purchased with to be funded from the CIL allocation.</i> The work on the South Road junction with Church Hill was scheduled by B&NES Highways to be completed in the present financial year but some revisions are being considered by officers. The speed table on North Road is still scheduled for completion at some point in the future.</p>	
5697	<p>13. Update from the Local Plan working group meeting of 6th October 24 The Working Group met on 6th October 2024 and assessed sites without visiting them using information provided for the previous plan. The comments will be typed up and revisited may be needed to have a higher growth in sustainable housing</p>	
5698	<p>14. Quarterly Play inspection report, Conygre Field play area The report highlighted issues with the perimeter fence and this is being addressed by the Conygre Trust. Concern was raised that items highlighted as needing some attention have dates against them showing that the issues had been completed some time ago. The Clerk would contact B&NES for clarification.</p>	Clerk
5699	<p>15. Renewal of Lease The lease between the Conygre Hall Trust and Timsbury Cricket Club has expired and needs renewing. This has previously been administered by the Parish Council as the deed holders and landlords of the Conygre Hall and who are a signatory to the lease. All parties have agreed that the terms and conditions of the previous leases should remain but it would need to be reviewed to ensure that all legislation incorporated is up to date. The Clerk has contacted the Solicitors who drafted the previous lease and a renewal could cost around £4000 to £6000. A discussion took place on who should bear the cost for the lease renewal as the Conygre Trust is now a separate charitable organisation and receive the rental income from the Cricket Club. The Clerk will contact ALCA for advice on this and report back to the next meeting.</p>	Clerk

5700	<p>16. Finance</p> <ul style="list-style-type: none"> The Parish Council expenditure since the last meeting had been circulated to Councillors and a copy placed on the website www.timsbury.org.uk/parishcouncil 	
5701	<p>17. Correspondence</p> <ul style="list-style-type: none"> The owners of Sleight Farm notified that they will be making improvements to the entrance to create a safe visibility splay on Hayeswood Road. A replacement hedge would be planted over the winter with a mixture of native trees and shrubs which are best for wildlife and providing flowers and berries for insects and birds. <i>It was agreed to ask the owners of Sleight Farm to provide an update for the Newsletter.</i> Bristol Airport is inviting up to two representatives from the Council to the next Bristol Airport and Parish Council meeting to be held at Lulsgate House on 8th October 2024 starting at 6.15pm Keynsham Town Clerk advised that they have been working on an Environment and Sustainability Plan and have asked if any other Councils within B&NES would be interested in discussing their plan or any plans they may have produced themselves in order to be of benefit to all. A Teams meeting is being proposed with 2 representatives from each council and this may be a one-off or a regular event depending on need and interest. PCSO Jess Comer advised that funding has been obtained for a bleed kit that could be placed at the Conygre Hall next to the defibrillator. This will be fully maintained and replenished by the Bleed Kit partnership. The Police Report for Timsbury dated 1st October 2024 was circulated ahead of the meeting. 	Clerk
5702	<p>18. Exclusion of the press and public to allow confidential matters to be discussed.</p> <p>In accordance with the Public Bodies (admission to meetings) Act 1960 <i>it was resolved, that by reason of the confidential nature of the remainder of the business, namely staffing matters, that the Press and Public be excluded from the meeting</i></p>	
5703	<p>The Clerk left the meeting and the report and recommendations from the staff appraisal panel following on from the Clerk's appraisal were discussed <i>and unanimously agreed.</i></p> <p>The Clerk then returned to the meeting.</p>	
5704	<p>18. Matters of Interest and Information</p> <ul style="list-style-type: none"> Communications Meeting, 14th October 2024, 7.30pm, Jeff Sluggett room, Conygre Hall Finance committee meeting, 16th December 2024, Jeff Sluggett room, Conygre Hall Carols in the Square, Monday 23rd December 2024 at 6.30pm 	

There being no further business the Chairman closed the meeting at 8.54 pm

Approved and signed as a correct record of the meeting:

Chairman: _____

Date: _____

**The next meeting will be on
Monday 4th November 2024 at 7.30 pm in the Jeff Sluggett room, Conygre
Hall, North Road**

For further information see: timsbury.org.uk/parishcouncil