

## Minutes of the Priston Parish Council Meeting

**Held on Zoom on Monday 11th May 2020 at 7.00 pm**

**Present:** Cllrs Doug Pattison (Chair), Peter Hopwood, Vicky Pai, Fiona Hassard, Robert Davies, Bruce Clarke and Jocelyn Nichols (Clerk). Robin and Aylet Anderson, Emma Morrad and Richard Bottle also attended.

Villagers were asked if there was anything they wished to be raised at the meeting. No matters were raised.

- 1. Apologies:** John Lippiatt
- 2. Minutes of last meeting:** Agreed and signed as a correct record.
- 3. Matters arising:** The clerk has contacted our community police officer and asked if they can be aware about the issue of empty lager cans on our lanes, and possible drink driving. They will keep an eye out when in the area.
- 4. AGM:** Due to Coronavirus and the difficulty in holding public meetings, we do not need to hold this until next May and councillors were happy that the chair, vice chair, auditor and educational trustee continue in post for another year.
- 5. Chair's Report:** Such a lot seems to have happened in the last 2 months, but I suspect our village has been one of the safest and most pleasant places to be told to isolate at home anywhere in the land. Please help our Government to keep it that way by keeping to the rules as they change. The extent of neighbour helping neighbour, particularly to support those seen as at greater risk, has been truly wonderful. CAT-P has been called on rather seldom, although, for those occasions, Vicky, Aylet and Gail's knowledge and wisdom have been invaluable. After the initial loo-roll and baked bean panic, supplies have been getting through from Newton Farm and supermarkets various, and delightful meals from the Ring o' Bells and Everleighs have been the icing on the cake. Bad news – some of John's milk has had to go to waste. Good news – the Rowan on the little green, just a stick in January, has come to life – it clearly enjoys being in Priston!
- 6. Clerk's Report: Finances:** The bank balance stood at £7,351.15 on 2 May. We received £3,350, which is half of our precept from B&NES, in April. The items of expenditure on the financial report were noted, and if we spend as per the approved budget we will end the financial year on 31 March with £2,233.

The council's Asset Register has been updated to change the clerk's address and add the new noticeboard to our assets. The insurance of the noticeboard was discussed as it is jointly owned by the council, the village hall and the church, and is fixed to the external wall of the village hall. It was agreed that the village hall committee should insure the noticeboard and we should then gift the noticeboard to the committee.

It has been discovered that the water fountain does not have a leak, and the recent water bill showed very little water being used. The fountain has been switched off during the Covid19 outbreak, so it is just the horse trough which has water at the moment. **Action: Bruce will investigate whether we should continue to manage the fountain, or ask Bristol Water to take over.**

- 7. To consider, approve and sign the 2019/20 Annual Governance Statement:** The internal auditor has completed the audit report. There was discussion about point M – *the council met its responsibilities as a trustee*. As we appoint a trustee for the Priston Educational Charity, but we do not manage the funds, this point is not applicable. The chair and the clerk signed the Annual Governance Statement which will be published on the website.
- 8. To consider, approve and sign the 2019/20 Accounting Statement:** Receipts and payments for 2018/19 and 2019/20 were considered and approved. The chair and clerk signed the Accounting Statement which will be published on the website.
- 9. To consider and approve 2020 Standing Orders (including supplement), Financial Regulations, Risk Assessment:** Councillors have read and approved the updated documents. Financial regulations have been changed to include the requirement for the clerk to send a bank statement to the 3 finance councillors after approved payments have been made.

- 10. To review and sign the 2020 Councillors' Register of Interests:** Councillors will update their forms, and the updates will be published on the website.
- 11. Wilmington Defibrillator:** Wilmington residents have agreed to pay for the purchase of a defibrillator and have received a grant towards the cost from the Duchy of Cornwall. Councillors agreed that the parish council will purchase the defibrillator, and pay for insurance and maintenance costs. John Wilkinson will train one of the residents to complete the regular checks.
- 12. Website Accessibility Regulations:** Richard has created a new accessible website, and it is a work in progress, but councillors' and testers' initial feedback is that it is excellent, and much easier to view on smartphones. He plans to complete testing by July, and will go live with the new website by the beginning of June. He is well on course for completion by the September deadline. **Action: Richard will provide a detailed testing report and accessibility statement for councillors to review at the July meeting.**
- 13. Planning:** a) It was agreed that we would not comment on permitted development rights for Fonthill Cottage, and the council's comment to planning would be as per our agreed statement from the meeting on 30 April 2020. b) The closing date for comments on the planning application for the stables off Blind Lane is 19 May. Councillors have been liaising with Dunkerton and Tunley councillors, and it was agreed we would support their comments on the application. c) Robert is responding for the CPRE to the B&NES Planning consultation: Local Plan partial update and Statement of Community Involvement which is open to 1 June 2020. **Action: Robert will draft a response for councillors to agree by email.** d) A Priston resident has asked the council if they are aware of any application for change of use for the extended garden at Mead Cottage, which has taken some of the agricultural land behind the cottage. We are not aware of an application. **Action: Doug to talk to the new residents.**
- 14. Emergency Plan:** The PEG WhatsApp has not been used recently, social distancing rules would need to be considered in an emergency.
- 15. Footpaths:** A new design for the Watery Lane field gate has been postponed by the current lockdown rules. The sewage works footpath was discussed as new notices are confusing. It is hoped B&NES produces a definitive map modification order. **Action: Robert will talk to the landowner about the confusing signs.**
- 16. External Meetings:** The clerk is attending 2 weekly B&NES clerks network meetings on Zoom.
- 17. Date of next meeting:** Monday 6<sup>th</sup> July 2020.

Signed .....

Date .....

JN 12 May 2020