

## **KENN PARISH COUNCIL**

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**MINUTES** of Kenn Parish Council meeting 8 January 2018, held in the Village Hall, Kenn Street, Kenn.

Meeting commenced at 19:30 and concluded at 20.50

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

Present: North Somerset Council (NSC) Cllr J Iles & M Lenny Liaison Officer

Apologies: NSC Cllr J Hadley

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19:30 **INFORMAL BUSINESS Public Participation** 5 residents attended

- 1) Public Footpaths – it was reported the sign was still down on footpath LA10/3/10 and the bridge was in a dangerous state on LA10/4/10 near Whitehouse Farm.
- 2) NSC Councillor Jill Iles report:
  - The Manor Farm application has been put on hold for an ecological report on bat habitation to be carried out.
  - The Mill Farmhouse application has gone to appeal challenging the refusal grounds that it did not have residential use, only business use. Another planning application has been resubmitted for the site.
  - B3133 verge clearance – the NSC Councillor was still following this up with the Area Officer. (see previous meetings minute 17/117)
  - St Modwen's – still no progress on the outline application.
  - General Data Protection Regulations – NSC may be providing a briefing on this complicated topic.
- 3) NSC Liaison Officer report:

Matt had followed up the Clerk's request to enquire if the reported planned gully cleaning had been carried out near the junctions of Barns Ground and Colehouse Lane because there was still a large pool of water collecting. The work had been delayed but would be carried out soon.

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19:45 **FORMAL BUSINESS**

**18/01 Apologies for absence** none

**18/02 Declarations of interest** R Treble (Manor Farm (min 18/90 below)

**18/03 Minutes** of the Council meetings held on 9 October and 14 December 2017:

14 December 17 minutes: it was recalled there had been a mention of concern about the entrance onto highway in relation to 17/P/5040/FUL for Willow House, Kenn Rd.

**Resolved:** The minutes were approved as a correct record and were signed as such.

**18/04 Chairman's Communications** (min 17/115) the Chairman reported the following item:

- Poplar tree on The Green – information on various investigations relating to a resident's concerns about the condition of this tree. NS Council had checked the tree and stated it was healthy and needed no attention. The Chairman considered the Parish Council had done all it could over the years but always received the same reply. Therefore, could do no more unless the situation changed. An observation was made regarding the water uptake of this species of tree and its effect on the surrounding ground. **Noted**

**18/05 Broadband** (min 17/116)

- Gigaclear Survey – A report was provided that their contractors had been seen in the area carrying out surveys of possible routes. When the results are ready they would call a meeting to go through the options and enquire about anyone who may be interested in signing up. **Noted**
- British Telecom – it was thought they would also be contacting the village soon with costings proposals and enquiring if the village would like to make a contribution. **Noted**
- West of England Rural Network – no information on the planned workshop yet. **Noted**

**18/06 Highways, verges and hedges** (min 17/117)

- Verge Maintenance on the motorway bridge – the requested removal of encroaching vegetation on the footpath/pavement had been followed up again with the Area Officer. He had replied it was still on the active list but, as it was not high priority, it may be awhile before the worked would be carried out. **Noted**
- Large trees overgrowing the highway – See (2) of public participation above. **Noted**
- Railway bridge on Colehouse Lane – the Clerk had made enquiries regarding the current situation about to the road subsidence that had occurred on the western side of this structure. The Highways Officer was monitoring it and 'Slow' signs had been located on site to advise motorists to take care. **Noted**

**18/07 Speeding Issues**

- Kenn Pier – The Chairman reported a resident's observations relating to 3 accidents. Also gave feedback from the Highways Officer, who had suggested the Parish Council could fund some signage. **Noted**
- Junction of Kenn Rd/Kenn St – it was recalled 30 mph road markings had been suggested. **Follow up.**

This item had been deferred from the last meeting. A summary of the requirements are:

- The Data Protection Act 1998 will be repealed by 25 May 2018.
- The GDPR is an EU Regulation which comes into force immediately on the 25 May 2018. The GDPR applies to every organisation, irrespective of size or sector. Every organisation will need to comply with 6 data protection principles when processing personal data.
- Privacy notices must contain more information; eg purpose of processing, the legal basis for processing, information about an individual's rights under GDPR. Most privacy notices can be posted on the council's website and noticeboards. Sometimes, notices may need to be delivered directly to the data subjects.
- If relying on consent to process personal data, this must be freely given, specific, informed and unambiguous, easy to withdraw as it is to give.
- Organisations can, generally, no longer charge for Subject Access Requests.
- Individuals have additional rights which includes 'the right to be forgotten'.
- Organisations need a clear process for managing and responding to personal data breaches.
- Some GDPR breaches need to be notified to the ICO within 72 hrs. Organisations that breach GDPR risk fines up to 4% of turnover (or 20 million Euros whichever is higher)
- Council need to appoint a Data Protection Officer.

The Clerk reported, that from what she could find out at this stage, the Parish Council only needed to make a statement about actions relating to enquiries made via the Contact Form on the website. No other data is held other than email addresses which had been provided by the sender. **Noted**, await more information.

### Planning Items

#### 18/09 **Planning Applications**

17/P/5530/LBC – Manor Farm, Kennmoor Road, Kenn, BS21 6TZ Listed building consent for change of use and conversion of a redundant barn to a residential annexe, and being functionally connected to the listed farmhouse. (Full application considered at the 14 December 17 meeting)

**Resolved:** Following the information provided in Public Participation, to comment:

Kenn Parish Council is of the understanding this application has been put on hold while information is gathered in relation to the number of roosting bats. If this is so the Parish Council wishes to give notice it reserves the right to comment later, as and when this matter has been resolved and may become incorporated as part of the application.

17/P/5191/FUL – Vacant Former Mill Farm Farmhouse Site, Kenn Rd, BS21 6UW Erection of 8no. detached two storey houses together with car parking, refuse and cycle storage and landscaping.

Observations were made that the visitor parking (which had been in the previous application, now going to appeal) had been removed, along with the apparent removal of the right of way of the old highway.

**Resolved:** 1. To reiterate previous objections on the grounds of: Conflict with local plan, Inadequate access, Inadequate parking provision, Loss of parking, Traffic or Highways.

2. It is also noted that the visitors' parking has been removed. The new application appears to take away/remove the right of way of access to the commercial development located at the end of the former road. This right of way was mentioned in an application made in 2008/09, along with site boundary issues. The comments and objections of Kenn Parish Council made to application 16/P/1703/F (now going to appeal) are still relevant in relation to this application.

#### 18/10 **Planning Decision – Noted.** (Details are on the NSC's web site planning pages.)

17/P/2145/HED – Land Across from Marron House, Kenn Road, Kenn Remove 10m length of hedge to allow safer exit from field & enable water supply installation **Granted:** NSC, under the Regulations, had decided not to issue a Hedgerow Retention Notice. The works could proceed within two years.

#### 18/11 **Planning Enforcement** – details provided by NSC were received. **Noted**, no change.

#### 18/12 **Taylor Wimpy Document**

A briefing note had been received from this developer and was circulated at the meeting. They provided information claiming support for their proposals to build 3 new villages in North Somerset (as well as across the wider Joint Spatial Plan area).

**Resolved:** To comment as follows under;

- Policy 2 The Spatial Strategy & Chapter 3 Formulating the Spatial Strategy:

Kenn Parish Council's comments are that they support North Somerset Unitary Authority's efforts and decision to retain and protect its Green Belts against development - especially if that development does not form part of its own housing allocation, ie is over-spill pressure from adjacent LA's and UA's areas that cannot meet their own allocations.

18/12 Taylor Wimpy Document comments continued

- Policy 5 Place Shaping Principles,

Principle 8: Kenn Parish Council strongly supports the devising and delivering of a Green Infrastructure Plan (as referred to in principle 4). Which will be the basis for identifying opportunities to 'protect' and enhance and deliver green infrastructure and ecosystem services, both on and offsite, and prioritisation for large scale conservation management. It is all too easy to spoil, damage or lose such fragile assets if they are not protected.

- Policy 6 Strategic Infrastructure Requirements

Kenn Parish Council strongly supports the devising and delivering of a WoE Green Infrastructure Plan. It is all too easy to spoil, damage or lose such fragile assets if they are not protected.

### 18/13 North Somerset Council Local Plan 2036

The proposed new communities in North Somerset will help deliver the housing, jobs and infrastructure needed to 2036. The Joint Spatial Plan (JSP) will set out the overall amount of new homes and business development and where it should be located across the West of England area, as well as the important schools, transport, community facilities and green spaces needed to support that growth.

**Resolved:** To comment; the lack of appropriate and concurrent infrastructure in relation to recent large developments in nearby parishes is already having an adverse effect. The most noticeable negative impact on Kenn is with regard to the increased amount of traffic on the B3133 through the village. As a result drivers in increasing numbers, in an effort to avoid the busy B3133, are using the narrow moor roads and country lanes as rat-runs.

### 18/14 Communications from Kingston Seymour PC

- FRACKING (Shale Gas extraction) – Kingston Seymour were considering whether their current position of a "watching brief" should be upgraded. They observed that the licenced area goes into Kenn's parish boundary and, in theory, if they gained licences to start drilling down in Kingston Seymour, they could well end up under Kenn – they were wondering if Kenn PC have a current position on it?

**Resolved:** To wait for any planning applications or consultation which may come forward before coming to a firm opinion on this matter.

- WW1 100<sup>th</sup> Anniversary – Enquiry if Kenn would be doing anything special in November for the 100th anniversary of the end of World War One. Kingston Seymour have a small working party and perhaps could combine some of the effort involved.

**Resolved:** Advise those in the village that arranged such events know of the anniversary and let them decide if it was an event they wished to commemorate.

### 18/15 Avon Local Councils' Association (ALAC) – Royal Garden Party

The annual information had been received but it was noted that no one on the Parish Council qualified under the guidelines. **Noted**

### 18/16 Bristol Airport Consultation

A ten-week consultation on the process of preparing a new Master Plan for Bristol Airport which will set out potential development required over the next 3 decades and beyond. A member advised of the issue of water runoff from the airport's large number of hard surfaces. **Noted;** information event on the 10 January in Yatton.

**Resolved:** No comments.

## Finance Items

### 18/17 ALCA – External Audit update

For councils with an income below £25,000 who will no longer be subject to External Audit (but will need to comply with the Transparency Code) the services of PKF Littlejohn LLP will only be called upon if the council receives a challenge from a member of the public. In such as case the council will be charged the £200 fee because a response to a challenge is more work than a straightforward audit. There will still be a need to complete an Annual Return, but instead of sending it to the External Auditor, the council must publish it on their website. The council will also still need the services of an Internal auditor. **Noted.**

The Clerk reported she had been working with a colleague clerk in recent years regarding the internal audit and ALCA were now trying to adopt this model as a district collaboration facility. **Noted.**

### 18/18 North Somerset Council Budget Proposals

The published budget proposals for 2018-19 were available for viewing in advance of the Executive meeting, at which the members will have had the opportunity to debate publicly the proposals developed to deal with the £10.6m budget for the year ahead. NSC, like many councils across the country, is facing a very difficult budget setting process for 2018/19. Having already incorporated £90m of revenue savings into their budget since 2010, the continuing fall of government funding, alongside significant increases in social care demand led services, are projected to leave us having to find further savings of more than £10m next year.

18/18 NSC Budget Proposals continued  
Over the last seven years difficult decisions had been made to balance the budget and maintain high quality services. Wherever possible, there has been a strongly focused on activities such as transforming their internal support services, digital self-service, more efficient contracts and commissioning arrangements, partnership working for transactional and customer services, community involvement and reducing management overheads. This makes it increasingly difficult to make large scale savings. Members observed the report brought into focus the difficulties meeting the many requests made for items that would involve expenditure. **Noted**

18/19 **2018/19 Precept Requirements**  
The draft budget prepared by the Clerk was reviewed. Some items were adjusted and suggested items for inclusion considered.  
**Resolved:** A precept in the sum of £6,000 for the forthcoming financial year.

18/20 **Payment of Accounts & Budget Control** Members reviewed details in the Clerk’s report.  
**Resolved:** To approve the accounts for payment as detailed.

18/21 **Barns Ground**  
Pond – It was reported there had been no progress made by the Flood Group or the Drainage Board on getting the overgrown pond area cleared. Businesses on the trading estate were concerned the capacity of the pond, created as an area to retain water run-off and avoid flooding, was so reduced that it would not be able to maintain its purpose. Also that this may impact on the businesses insurance costs.  
Camper Van – information was provided there was a camper van parked on the state and it appeared someone was permanently living in it.

18/22 **Footpath repairs** – agreed to write a thank NSC’s Officer for arranging the repairs to the footpath near the bus stop so quickly.

APPROVED AS A TRUE RECORD

Signed by the Chairman .....

Date.....

**DRAFT MINUTES to be approved at the next meeting on the 7 March 2018**