

## PUBLIC PARTICIPATION

There were no members of the Public present.

### MINUTES

Minutes of a Parish Council Meeting of Hutton Parish Council that was held in The British Legion Room Village Hall 60 Church Lane Hutton on Monday 9<sup>th</sup> September 2024 when the following business was transacted

**PRESENT** P Dutton Chairman supported by Councillors L Eddins B Groom K McCullouch & A Sills together with the Parish Clerk Mr B Poole.

**24.25 Apologies**

Cllrs G Barry

**24.26 Code of Conduct.**

None

**24.27 To approve the Minutes of the Annual Meeting of the Parish Council (Statutory Meeting held on Wednesday 8<sup>th</sup> May and to receive the Minutes of the Annual Parish Meeting.**

**Resolved** that the **Minutes of the Annual Meeting of the Parish Council (Statutory Meeting) held on Wednesday 3<sup>rd</sup> May 2024** as previously circulated were agreed to be an accurate record of what took place and as such were duly signed. **Resolved** also that the **Minutes of the Annual Parish Meeting** be received and to note that as a result there were no actions to take.

**24.28 Matters for information purposes only.**

Appendix 1 attached to these minutes

**24.29 Chairman's announcements**

1. That he would be absent from the planned October 7<sup>th</sup> meeting.

The planned visit by Ms Simpson would be in November.

He provided details of the quotation received for the refurbishment of the War Memorial and now that he had secured a source of water from the school he sought permission to proceed.

Cleaning of War Memorial Column only - **£550 - no VAT**

Cleaning of the surrounding wall, base and steps - **£425 - no VAT**

Repairs to the surrounding wall if required - allow - **£150 for budget purposes**

**Total £1125 - no VAT**

**Agreed to proceed.** It was noted that the Clerk was following up on a possible grant from the war Memorial Trust

**24.30 Planning**

<i>24/P/0722/FUL</i>	<i>Conversion and part demolition of Agricultural Building (Livestock Shed) (Use Class Sui Generis)m to create 1 no. 3 bedroomed dwelling (Use Class C3) along g with demolition of Hay Barn. <u>The Parish Council objects to this application on the basis that it is in an AONB that it doesn't conform with current development criteria and it is also noted that asbestos is currently present</u></i>	<i>17/07/24 No decision</i>
<i>24/P/1031/FUH</i>	<i>Demolition of the existing conservatory and proposed erection of a single storey rear extension – 11 Walsh Close Hutton BS24 9XH -</i>	<i>03/07/24 No decision</i>
<i>24/P/1121/FUL</i>	<i>Replacement of 4 no windows on the ground floor (2 no to the front elevation and 2 no to rear elevation – 71 Manor Farm Crescent Hutton BS24 9XF – <u>The Parish Council supports this application</u></i>	<i>Approved 29/07/24</i>

24/P/1154/RM	<i>Reserved matters application for the reaction of 16 no dwellings pursuant to Outline Consent 21/P/0965/OUT (Outline application for the erection of 16 no dwellings provision of access public open space drainage landscaping and ancillary works with all matters reserved for subsequent approval</i>	09/09/24
24/P/1309/FUH	<i>Proposed erection of a single storey rear extension to the existing bungalow – Willow Lodge 12 Hutton Hill Hutton BS24 9SY</i>	<b>Approved</b> 28/08/24
24/P/1346/FUH	<i>Proposed erection of a single storey side and rear extension – Pamgora 59 Main Road Hutton BS24 9SR - <u>The Parish Council supports this application</u></i>	11/07/24 <b>No decision</b>
24/P/1440/FUH	<i>Demolition of existing rear conservatory and proposed erection of a single storey rear extension – 84 Cedern Avenue Elborough Hutton BS24 8PD - <u>The Parish Council supports this application</u></i>	<b>Approved</b> 06/09/24

## 24.31 Resolutions

**(1) To note the receipt of the 2024 Annual RoSPA Playground Reports and to agree any actions necessary for:**

- (a) Springfield Gardens and**
- b) Elmhurst Road.**

Resolved that the pen Spaces Working Group would peruse both documents and where necessary advise the Council on any actions necessary

**(2) To resolve to adopt NALC's 2024 Financial Regulations.**

Agreed that members would read through the document and advise the clerk if any amendments were necessary before he personalised them for Hutton Parish Council.

**(3) To agree an action what steps should be taken with the overgrown trees adjacent to the Jubilee Field.**

Resolved to obtain a quotation from Ward Tree Surgeons

**(4) To agree what action to take with a past Dabasso Presentational Gift**

Resolved that the HVH Committee be requested to replace in due course the Charter and that the Dabasso Group be asked what they wished to do with "the basket". If they did not wish to keep it then it would be stored back into Parish Council Storage cupboard within the Hall

**(5) To action the securing of a replacement Editor for the Parish News**

Resolved pro-temp that Councillor Terry Porter would take over the task until an alternative volunteer is found and that the Chairman would draw up a required advert.

**(6j) to note the cancellation of the Monthly Subscription to Microsoft 365**

The Parish Clerk outlined the problems that were experienced in securing the cancellation of the monthly subscription which was achieved and that he was now pressing Microsoft to reimburse the Council with six months subscription.

**(7) To decide on the immediate future of the Truck**

Resolved to sell it immediately at the best possible figure achievable

**{8} To note the following two quotes**

**(a) Springwood Play Area**

**Works to fence at the top end of the play area**

Total cost including all materials & waste removal **£266.00**

**(b) Elmhurst Play Area**

**Works to renovate both park benches**

Total cost including all materials & waste removal **£ 385.00**

Resolved to accept both quotes for the work to commence as soon as possible

## 24.32 Financial

- 1. To retrospective approve the following invoices/payments (See Separate Sheet)**
- 2. To approve the following invoices**

(180) Correction	Drainage Rates Refund	607.00	
(181)HVH	Hall Hire	280.00	
(182) Banwell Garden Centre	Bloomers – Winter Planting	451.52	90.30
(183) Water2 Business	Allotment – D/D	46.00	
(184) North Somerset	Waste Bin – Monthly – D/D	85.97	
(185) North Somerset	Waste Bin - Monthly D/D	44.68	
(186) Mr B Poole	Clerk’s Salary – Aug	1571.42	
(187) Archers Marquees	Hire Balance	5726.25	1145.25
(188) Maxwell Printers	Festival Leaflets	360.00	72.00
(189) C S Rowe	Water Leak repair Scout Hut	35.00	7.00
(190) Mr B Poole	Homeworking & Broadband	46.00	
(191) Viking	Stationery	31.04	
(192) Microshade	IT Support	122.06	24.41

### 24.33 Reports from the following working Groups

#### 1. Hutton Festival

A very limited de-brief was given to the meeting

#### 2. Scout Hut

Discussion centred about a cleaner and a contract

#### 3. Open Spaces

It was noted that Cllrs Lou Eddins and P Dutton were taking responsibility for Agenda item 24.31

#### 4. Hutton in Bloom

Disappointment was expressed that a number of sill flowering baskets were removed too early in order to accommodate a village hall neighbour to replace the boundary fence

#### 5. Communication

Agreed that the Communications Group needed to reach out to the Village “What’s App Group” to ensure that any comments made were based on fact and not fiction

### 24.34 Correspondence

1. PCSO S Hemmett – Monthly Neighbourhood Report C
2. North Somerset- CIL Report Request BP
3. Quotation received from Stylish Plaques re The War Memorial BP
4. Amendment submitted to the external auditor Re Box 11A&B BP
5. Application for a Road Closure – Remembrance Sunday BP
6. To note the receipt of a letter of Complaint – Springwood Allotments BP
7. Communication from North Somerset relating to Financial Pressures C
8. Purchase of waste Bin notices for the Scout Hut and Village Hall and a Green Bin located at the Church
9. PCSO Monthly Report – August

### 24.35 To note the following for information purposes only.

#### (a) Councillors

##### (1) Cllr T Porter

- (i) The 20 mph Scheme was due to commence on the 23<sup>rd</sup> September 2024
- (ii) Planning permission and building regulations has been granted to the two affected owners in respect to rebuilding of the collapsed wall.
- (iii) The Parish Council discussed and agreed to the proposed Traffic Restrictions prepared by North Somerset Council for Moor Lane Hutton

##### (2) Cllr Ben Groom

- (i) He asked whether or not the Council would support purchasing “Smiley Faces” Speed Signs. **Agreed that he should pursue the suggestion further.**

#### (b) The Clerk

- (1) Advised on the imminent return to work of John Waddington following his recent hospital treatment

- (2) **Agreed** that the Clerk should be allowed to arrange payment of the monthly Salaries NI & Tax and Expenses through the online NatWest Banking Services on the basis that he is the Council's Employees Line Manager. He would not of course pay his own Monthly Salary through the same system

**24.36**

**Date Time and Place for the next Meeting - Monday 14<sup>th</sup> September 2024**

**Parish Council Meeting agreed to be back dated for one week due to the absence of the Parish Clerk attending his professional National Conference Monday 7<sup>th</sup> October 2024**