

KILMERSDON PARISH COUNCIL

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YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL AT THE COLES GARDEN MEETING ROOM ON MONDAY 21st OCTOBER 2019 AT 7.30PM

A G E N D A

1. **APOLOGIES** To receive apologies for absence
2. **DECLARATIONS OF INTEREST** To note any Councillors' interests
3. **MINUTES** To approve the Minutes of the Parish Council Meeting held on 16TH Sept 2019. (Pages 1-5).
4. **PUBLIC SPEAKING TIME (max 15 mins).**
5. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross	Net	Power	Ch no
Signefex	Playing field noticeboard	£158.40	£132.00	LGA 1972. S112	001382
Greensward	Playing field contract June-Sept	£720.00	£600.00	LGA 1972 s.112	001383
L Close	Sept Salary	£251.56	£251.56	LGA 1972. S143	001384
L Close	F Secure laptop security	£39.99	£33.32	LGA 1972 S143	001385

1. Online banking and Internal Control (**circulated with the Sept agenda – please let me know if you would like another copy**)
 2. Review of the Internal Control Environment (**circulated with the Sept agenda – please let me know if you would like another copy**)
 3. **Receipts and Payments for six months to 30/9/19 (Pages 6-9)**
 4. **Draft budget 2020/21 (Pages 10-12)** To highlight items it might be worth adding such as a rolling programme of fingerpost renovation if the application to the Heritage lottery fund is not successful; annual tree inspections (see item 7.10); is the Neighbourhood Plan Grant sufficient?; Auto speedwatch (see item 6.4)
6. **HIGHWAY MATTERS**
1. Renovation of the fingerpost at Church Square – application to the Heritage Lottery fund in the amount of £3,625 submitted Sept.
 2. Parish map: To print and mount a map of Kilmersdon- comparative quote via Cllr Drewe.
 3. Meeting with Norton St Philip and Hemington PCs regarding 40mph limit from Norton St Philip to the White Post roundabout. – 25th October at 2pm meeting with County Councillors at Coles Garden meeting room.
 4. Auto speedwatch – Response from Tim Gibbs (**Page 13**)
 5. Responsibilities relating to SIDS (**Page 14**)

KILMERSDON PARISH COUNCIL

7. PLAYING FIELD

1. Damage to a seat of a picnic bench, possible rot underneath. Nick Taylor to be contacted when the grass cutting season slows down.
2. The zip wire – replacement of the zip wire mechanism arranged Sept 2019.
3. See saw – taken out of use Sept 2019.
4. Deterioration of the noticeboard next to the play area – a new sign was ordered from Signefex at a cost of £114 plus vat including installation. To note the extra £18 for the back board.
5. Trim Trail quote to replace rotten elements - update on local help in replacing the timbers
6. Stabilising the goal posts – update Cllr Ham
7. Motorhome Parking at the Village Hall/Playing Field car park - update
8. The hedge which abuts the garden machinery car park – update Cllr Ham
9. Masterplan for the Play Park
10. Consideration of implementing annual tree inspections, as recommended in the case:
<https://www.trees.org.uk/News-Blog/Latest-News/Witley-Parish-Council-v-Cavanagh-Judgement-and-Imp>

8. PLANNING APPLICATIONS (Cllr Butt)

- 2019/2346/FUL Alteration to the back of house services spaces, and internal renovations to the bathrooms for the main house on Babington Estate. Location: Babington House
- 2019/2347/LBC Alteration to the back of house services spaces, and internal renovations to the bathrooms for the main house on Babington Estate Location: Babington House Vobster Cross To Hatchet Hill Babington

9. CORRESPONDENCE

10. OUTSIDE BODIES

- Neighbourhood Plan update

11. WEBSITE ACCESSIBILITY (Page 15)

12. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

- 13. DATE OF NEXT MEETING** – 18th November and 16th December 2019
2020 dates: 20th Jan, 17th Feb, 16th March, 20th Apr, 18th May, 15th June, 20th July, 21 Sept, 19th Oct, 16th Nov, 21 Dec

Part 2 To resolve to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings Act) 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

14. REVIEW OF LEASES – Re- quote from Thrings circulated electronically 23/9/19.

L Close
Lesley Close
Parish Clerk

12 October 2019 Clerk@kilmersdonpc.co.uk Tel: 07521 951471 www.kilmersdonpc.co.uk

KILMERSDON PARISH COUNCIL

Minutes of the Meeting of Kilmersdon Parish Council

Held at the Coles Garden Meeting Room
At 7.30pm on Monday 16th September 2019

- PRESENT: Cllr K Lewis (Chair) Cllrs N Brand, R Butt, E Drewe, N Ham, D Hudson.
ABSENT: Cllr B Nagel
ATTENDING: Cllr M Pullin (Somerset County Council) for public speaking time, Cllr A Barkshire (Mendip District Council) Nikki and Kelly of the Kilmersdon Play Park Community Group and three members of the public. L Close (Parish Clerk).

66.APOLOGIES

Apologies for absence were received from Cllr Nagel.

67.DECLARATIONS OF INTEREST

Cllrs Ham and Hudson declared an interest in planning application 2019/1968/VRC Babington House.

68.MINUTES

The minutes of the Parish Council meeting held on 15th July 2019 were agreed as a true record and signed by the Chair.

69.PUBLIC SPEAKING TIME

A local resident asked about the green triangle of land at Hoares Lane, historically used for car parking. He cuts the grass every few weeks and will be happy to top soil and re-seed it, although it is not worth doing so whilst people park over it. It is owned by the County Council and Cllr Pullin agreed to look at it and talk further with the residents about how it might be protected from cars for example with small posts and chain.

Cllr Hudson arrived at 7.40pm.

Nikki and Kelly of the group which established the Play Park were thanked for their fantastic work in setting it up. It is heavily used and looks great in the rural setting. Six years on however the timber is rotting in places and the sum for maintenance given by them to the Parish Council is rapidly diminishing. A crowd funding page has raised some £290 in five weeks and the Parish Council budgets £2,000 per year. This is still not sufficient and a long term plan is required. Nikki and Kelly stressed the importance of sending out a positive message about the play park and raising awareness of its maintenance requirements, which they would help to do by liaising with the school.

Minutes are draft until approved at the next meeting.



KILMERSDON PARISH COUNCIL

Tim Gibbs of Auto Speedwatch outlined the radar based speed sensor which he had developed. The data might be analysed to identify people who repeatedly speed or drive significantly fast. Avon and Somerset Police say that they will not support the data. The cost is £300 plus £84 pa to transfer the mobile data. It is solar powered, so it might not give a continuous record. Fines and court summonses can not be issued on the strength of it. Highways approval is required to put it up so as to not obstruct the eyeline or cause glare.

70.FINANCIAL MATTERS

The following payments were **agreed**.

Payee	Detail	Gross	Net	Power	Ch no
ATP Jolliffe	Playing field lease	£1.00	£1.00	LGA 1972. S112	001315
L Close	July and Aug salary	£503.32	£503.32	LGA 1972 s.143	001316
L Close	Repayment of quarterly web fee to 1&1	£17.96	£14.97	LGA 1972. S112	001317
K Lewis	Repayment of noticeboard repair items to Homebase	£13.50	£12.90	LGA 1972. S112	001318
Kilmersdon Meeting Room	Room hire for Neighbourhood Plan	£39.00	£39.00	LGA 72 Sch 12	001319
Kilmersdon Meeting Room	Room hire for Parish Council meetings	£72.00	£72.00	LGA 72 Sch 12	001319
Mendip DC	Election expenses	£90.50	£90.50	Representation of the People Act 1983 s 36 5 & 5(a)	001320
HMRC	Clerks's tax	£188.80	£188.80	LGA 72 s.143	001381

1. Income was noted: Village Day Grant refund - £100; Neighbourhood Plan Grant - £4,821.
2. Online banking and Internal Control – deferred to the next meeting
3. Review of the Internal Control Environment – deferred to the next meeting

71.HIGHWAY MATTERS

1. Renovation of the Kilmersdon fingerposts – application to the Heritage Lottery fund in the amount of £3,625 had been submitted.
2. To print and mount a map of Kilmersdon- £50 including delivery for a foam backed A1 map. £340 framed to match the pictures at Coles Garden. **Agreed** (1) to obtain a comparison quote for framing, the map being A1 size which is 594mm x 841mm. Action – Cllr Drewe (2) if necessary, to talk over other options with Cherry Gilham. *Action – Cllr Lewis*
3. Meeting with Norton St Philip and Hemington PCs regarding 40mph limit from Norton St Philip to the White Post roundabout. – a verbal update on the 29th August meeting was given. The next meeting, to *Minutes are draft until approved at the next meeting.*

Signed:

Date:

2

KILMERSDON PARISH COUNCIL

include the three County Councillors was scheduled for 25th October 2019 at 2pm. **Agreed** to host at Coles Garden. *Action – the Clerk*

72.PLAYING FIELD

1. Damage to a seat of a picnic bench, possible rot underneath. Nick Taylor to be contacted when the grass cutting season slows down. *Action – the Clerk*
2. The zip wire – replacement of the zip wire mechanism. **Agreed** to accept the quote from GB Sport and Leisure in the amount of £350.60. *Action – the Clerk*
3. Deterioration of the noticeboard next to the play area – a new sign was ordered from Signefex at a cost of £114 plus vat including installation and has been enhanced with a black backboard at extra cost.
4. Maintenance of the Spiral Garden – Quotes were received. **Agreed** to accept the quote from the Uncommon Gardener - £280 per year – this equates to four visits a year and disposal of the vegetation. He would also cut down the overhanging branch of the noticeboard at Coles Garden within this quote if the Tree Works are agreed. *Action – the Clerk*
5. New play equipment to replace the wooden equipment as it reaches end of life – It had been helpful to talk this through with representatives from the community group who installed the equipment. An offer of help from Vanessa, a local resident to apply for grants was welcomed. **Agreed** to ask Vanessa to apply for grants to continue to maintain the equipment. Cllr Brand offered to re-write the Crowd Funding page and post on the Kilmersdon Facebook Page and write an article for Kilmersdon Parish News *Action – Cllr Brand*
6. Trim Trail quote to replace rotten elements was received from Big Wood Play Systems. **Agreed** to ask the local resident who works in the building industry if he can help by advising on the longevity of the play equipment and whether its maintenance can be undertaken more cost effectively. **Agreed** also to contact ROSPA to clarify whether such maintenance has to be undertaken by registered play equipment contractors. *Action – the Clerk*
7. From the weekly inspections: The goalposts are loose and possibly rotten. On the large piece of climbing equipment-one of the wooden pieces which is part of the swinging bridge is looking rotten. Last year Greensward quoted £365 to dig out and reset the goal posts. **Agreed** to ask Cllr Ham’s contact to quote to stabilise both the goalposts. *Action – Cllr Ham*
8. Motorhome parking in the Village Hall/ Playing Field car park – **Agreed** to check the lease, draft a letter to the owner of the motorhome and circulate to the Parish Council for comment. *Action – the Clerk*
9. The hedge which abuts the garden machinery car park - it has over time been allowed to become far too tall and is a hazard to cut. Greensward quoted for a solution as follows:
 1. Major height reduction over the winter (approx 50%). Cost for this would be £750.00 plus vat, this includes removing the debris.

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KILMERSDON PARISH COUNCIL

2.A third annual cut is required. Cost for this would be £75.00 plus vat. **Agreed** to retain the cutting of the hedge in February and September and Cllr Ham to give it a one off cut at a cost of £30 per hour. *Action – Cllr Ham*

73.PLANNING APPLICATIONS

There were no objections to the following applications

- 1. 2019/2069/LBC Erection of detached garage in rear parking area using existing vehicular access. 33 Church Square Church Street.
- 2. 2019/2066/HSE Erection of detached garage in rear parking area using existing vehicular access.33 Church Square Church Street.
- 3. 2019/2053/TPO Tree Works - Cedar Tree (M1082) requires crown lifting and removal of small branch overhanging noticeboard. Land At The Junction Of Coles Garden – for noting.
- 4. 2019/1968/VRC Application to vary condition 1 (plans list) of planning approval 2019/0320/LBC (Installation of 10No. air conditioning units to Main House on roof, 2No. to Lodge House at South side and 2No. to Coach House to the rear, including associated pipe work and internal units) to two altered plans that show a change of the positioning of fan coil units within the rooms of the listed building. Removal of an approved joinery detail for the fan coil unit covers, as would prefer different details for different units. Babington House Vobster Cross To Hatchet Hill
- 5. 2019/2243/TCA Tree works in a Conservation Area – fell and replant copse as mature and due for felling, land at Kilmersdon Hill
- 6. 2019/2246/TCA Tree works in a Conservation Area – fell four poplar and replant with more appropriate species. Land between Hoares Lane and B3139

74.CORRESPONDENCE

Ames Lane safety concern – A safety concern related to high vegetation obscuring visibility was discussed. **Agreed** to contact Sustrans and bring it to the attention of Highways. *Action – the Clerk*

75.OUTSIDE BODIES

Neighbourhood Plan- A meeting was scheduled for the following week with the Consultant. Cllr Barkshire outlined the report by the Inspector for the Mendip Local Plan in relation to housing development and local green spaces, which Cllr Hudson would take back to the Working Group. *Action – Cllr Hudson*

76.NOTICEBOARD AT COLES GARDEN

Repairs were now complete. An application for tree works was made to cut back the overhanging branch of the cedar tree and permission was gained from White Horse Housing Association for permission to cut it back.

77.FORWARD PLANNING

The report was noted.

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78.MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

Master Plan for the Play Park
Auto speedwatch – **Agreed** to request the option of renting for 3 months.
Cllr Hudson offered to analyse the data feed. *Action – Cllr Hudson and the Clerk*

79.DATE OF NEXT MEETING: 21ST October 2019

80.It was agreed to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

81.REVIEW OF LEASES

The quote from Thrings was discussed. **Agreed** to request a re-quote to include searches etc and then to put to the landlord with a request to cover the cost. *Action – the Clerk*

The meeting ended at 10.00pm

Minutes are draft until approved at the next meeting.

Signed:

Date:



**Receipts
2019/20**

Kilmersdon Parish Council

Date	Ref	Amount	From	Detail	General	Investment
05/04/2019	Precept	14,323.00	Mendip CD	Precept	14323.00	
30/04/2019	Interest	2.65	Reserve a/c	Interest		2.65
31/05/2019	Interest	2.57	Reserve a/c	Interest		2.57
28/06/2019	Interest	2.32	Reserve a/c	Interest		2.32
31/07/2019	Interest	2.74	Reserve a/c	Interest		2.74
29/07/2019	Village day repayment of grant	100.00	Village Day	Repayment of grant	100.00	
12/07/2019	NP grant	4,821.00	Groundwork UK	Neighbourhood Plan grant	4821.00	
Total		19,254.28			19244.00	10.28

Payments 2019/20

Kilmersdon Parish Council

Date	Payee	Details	ch no	Amount gross	Amount net	VAT
02/04/2019	SSE	Street lighting	DD1	16.19	16.22	0.77
15/04/2019	Zurich	Insurance	1295	512.16	512.16	
15/04/2019	Holcombe Parish Council	Grit bin	1296	43.90	43.90	
15/04/2019	L Close	March salary	1297	241.62	241.62	
15/04/2019	HMRC	Clerks tax	1298	181.00	181.00	
15/04/2019	L Close	Printer toner	1299	33.50	27.92	5.58
14/05/2019	N Taylor	Noticeboard, bench	1300	277.00	277.00	
14/05/2019	L Close	April salary	1301	251.76	251.76	
14/05/2019	L Close	Quarterly internet	1302	17.96	14.97	2.99
14/05/2019	SALC	Subs	1303	153.69	153.69	
14/05/2019	Paul Clark	Internal audit	1304	180.00	150.00	30.00
14/05/2019	bigwoodplay.com ltd	Play park repairs	1305	1,380.00	1,150.00	230.00
01/05/2019	SSE	Street lighting	DD2	15.77	15.02	0.75
20/05/2019	Cut Plastic Sheeting	Noticeboard window	1306	83.38	69.48	13.90
20/05/2019	SJH Garden Services	Clearance of leaves	1307	55.00	55.00	
17/06/2019	L Close	May salary	1308	251.56	251.56	
17/06/2019	HMRC	Quarterly tax	1309	188.60	188.60	
17/06/2019	Greensward	Grass cutting contract	1310	1,296.00	1,080.00	216.00
17/06/2019	GB Sport and Leisure	Quarterly play inspection	1311	66.00	55.00	11.00
01/06/2019	SSE	Street lighting	DD3	19.64	18.71	0.93
15/07/2019	bigwoodplay.com ltd	Slide	1312	162.00	135.00	27.00
15/07/2019	L Close	June salary	1313	251.76	251.76	

15/07/2019 K Lewis	Refund noticeboard purchases	1314	62.90	52.42	10.48
01/07/2019 SSE	Street lighting DD5		16.98	16.18	0.80
16/09/2019 Ammerdown Estate	Lease fee	1315	1.00	1.00	
16/09/2019 L Close	July and Aug salary	1316	503.32	503.32	
16/09/2019 L Close	Website reimbursement	1317	17.96	14.97	2.99
16/09/2019 K Lewis	Noticemboard materials	1318	13.50	11.25	2.25
16/09/2019 Kilmersdon Meeting Room	Room hire for PC meetings and NP meetings	1319	111.00	111.00	
16/09/2019 Mendip DC	Election expenses	1320	90.50	90.50	
01/09/2019 SSE	Street lighting DD7		19.15	18.24	0.91
01/08/2019 SSE	Street lighting DD6		18.64	17.76	0.88
16/09/2019 HMRC	Clerks tax	1381	188.80	188.80	

Neighbourhood Plan spend

Income

12/07/2019 Groundwork UK grant	£ 4,821.00
Total	£ 4,821.00

Expenditure

16/09/2019 Room hire	£ 39.00
Total	£ 39.00

Balance	£ 4,782.00
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KILMERSDON PARISH COUNCIL DRAFT BUDGET 2020/21

Figures are net

	2019/20			2019/20	2020/21
	Budget	Actual at 6 months	Estimate to year end	Actual at year end	Budget
EXPENDITURE					
Clerks Salary	2950.00	1500.02	3006.00		3012.00
Tax	736.00	558.40	746.00		750.00
Payroll admin	215.00	0.00	215.00		215.00
Office expenses					
Postage	100.00	0.00	100.00		100.00
Stationery	60.00	27.92	60.00		60.00
Website	85.00	29.94	85.00		85.00
Recruitment ad	0.00	0.00	0.00		0.00
IT security	25.00	0.00	25.00		25.00
Hire of Meeting Rooms					
Insurance	206.00	72.00	206.00		206.00
Audit	540.00	512.16	512.16		540.00
	160.00	150.00	150.00		160.00
Subscriptions					
SALC	160.00	153.69	153.69		160.00
C C for Somerset	35.00	0.00	35.00		35.00
Grass Cutting					
Village Cleaning/Tidying	1800.00	1080.00	1800.00		1800.00
Footpaths	750.00	98.90	750.00		750.00
Noticeboard and bench repairs	0.00	410.15	410.15		0.00
Moving 30mph signs	2000.00	0.00	2000.00		0.00
Neighbourhood Plan					
Playing Field	0.00	39.00	39.00		0.00
Rent	1.00	1.00	1.00		1.00
Garage	50.00	0.00	50.00		50.00
Inspections	250.00	55.00	250.00		314.00
Play Equipment	2000.00	1285.00	2000.00		2000.00
Capital Expenditure					
Computer equipment	0.00	0.00	0.00		0.00
					S.137

General expenditure					
Street Lighting	200.00	102.13	200.00	200.00	
Contingency cover	0.00	0.00	0.00	0.00	
Election expenses	0.00	90.50	90.50	0.00	
Grants					
Village Day	50.00	0.00	50.00	50.00	
Parish Magazine	400.00	0.00	400.00	400.00	
PCC	1300.00	0.00	1300.00	1300.00	
Others	250.00	0.00	250.00	250.00	
Total	14323.00	6165.81	14884.50	0.00	12463.00

INCOME					
Playing Field hire	0.00	0.00	0.00	0.00	
Precept	14323.00	14323.00	14323.00	0.00	
Bank interest	0.00	10.28	15.00	15.00	
Village day grant refund	0.00	100.00	100.00	0.00	
Neighbourhood Plan grant	0.00	4821.00	4821.00	0.00	
Total	14323.00	19254.28	19259.00	0.00	15.00

Surplus/deficit 0 13088.47 4374.5 0.00 -12448.00

KILMERSDON PARISH COUNCIL RESERVES

	Earmarked Reserves at 1/4/19	Added to reserves in 2019 20	Taken from reserves in 2019 20	Total
Earmarked reserves				
Kilmersdon Play Park Committee transfer of funds for maintenance	830.00	-	-	830.00
Local Housing contribution to recreation ground maintenance	5,000.00	-	-	5,000.00
Street lighting contingency cover	500.00	-	-	500.00
Moving 30mph signs		2,000.00		2,000.00
Neighbourhood Plan		4,821.00	39.00	4,782.00
Total	6,330.00	6,821.00	39.00	13,112.00

Cash flow reserve required to fund the 2020 21 budget
6 months net expenditure

6,200.00

Balances at bank

at 1/4/19

Current

3,000.90

Reserve

15,134.88

Total

18,135.78

Total cash at bank at 1/4/19
plus estimated income to 2019 20 year end
less estimated expenditure to 2019 20 year end
Estimated balance at 2019 20 year end

18,135.78
19,259.00
14,884.50
22,510.28

Estimated income 2020 21
Estimated expenditure 2020 21
Estimated balance in bank at 31/3/21
Total reserves (earmarked and cashflow)
Difference between estimated balance in bank and total reserves

15.00
12,463.00
10,062.28
19,312.00
9,249.72



Lesley Close <kilmersdonclerk@gmail.com>

Auto Speed Watch for Kilmersdon

4 messages

Lesley Close <kilmersdonclerk@gmail.com>
To: tim.gibbs@autospeedwatch.org

Mon, Sep 30, 2019 at 4:29 PM

Hi Tim

Thank you for your text message. Kilmersdon Parish Council was interested in the information you provided at the September meeting and asked whether it was possible to rent to the device for 3 months?

Any information on this would be much appreciated and best wishes,

Lesley

Lesley Close
Parish Clerk
Kilmersdon Parish Council
Tel. 07521 951471

The view and comments expressed in this email are confidential to the recipients and should not be passed on to others without permission.

Tim Gibbs <tim.gibbs@autospeedwatch.org>
To: Lesley Close <kilmersdonclerk@gmail.com>

Mon, Sep 30, 2019 at 4:53 PM

Hello Lesley, thanks for your email.

We don't rent out or trial units, simply because the rental costs would need to be high in comparison to the low-cost of the units to cover the overheads. My apologies..... but I'd be happy if you wish to return it undamaged within 3 months for a refund.

Tim

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AutoSpeedWatch Limited | The Old Chapel | Faulkland | Radstock | UK | BA3 5XD

Tel: +44 (0) 7811 214452
Email: info@autospeedwatch.org
Website: <http://www.autospeedwatch.org>
[Quoted text hidden]

Lesley Close <kilmersdonclerk@gmail.com>

Tue, Oct 1, 2019 at 8:31 AM

To: Brian Nagel <brian.nagel@chawtonhector.com>, Donald Hudson <donald@kilmersdon.com>, Edward Drewe <edward@caveassociates.co.uk>, Ken Lewis <ken@kenlewisdesign.co.uk>, Neil Brand <neil_x_brand@nfumutual.co.uk>, Nick Ham <ham.nick@rocketmail.com>, Raph Butt <raphbutt@btinternet.com>

Dear Councillors

Please find below a response from Tim Gibbs in relation to the request to rent the speedwatch device for three months.

Kind regards,

Lesley

Lesley Close
Parish Clerk



Lesley Close <kilmersdonclerk@gmail.com>

Responsibilities relating to SIDs

2 messages

Traffic Management <TrafficManagement@somerset.gov.uk>

Thu, Oct 3, 2019 at 3:02 PM

Good Afternoon

As you are hopefully aware, last year the County Council was unable to continue providing a Speed Indicator Device (SID) programme due to a lack of take-up to fund it. We are however happy to work with local councils to help them use their own devices. As you will appreciate there are legal responsibilities, and a duty of care to road users, and installers which come with the placing of SIDs on the highway and therefore this cannot be a casual arrangement. There are also risks involved with working near busy roads where the speed of traffic is a concern, therefore the County Council needs to help safely manage such work on the highway.

To help with the management of the processes, which should be in place between us, we have prepared a Memorandum of Understanding. This is based on legal advice and also helps ensure a consistent approach to the use of SIDs across the county which helps reduce driver confusion. Please find attached a copy of the agreement and our latest SID guidance.

If you already have a SID and don't have an agreement in place, or would like to consider providing one, then please initially make contact with your local traffic engineer to look at options and whether a SID is the most appropriate option to resolve your speeding concerns. Should you have any queries please contact Traffic Management via email trafficmanagement@somerset.gov.uk .

Regards

Karen

Karen Tunnock

Senior Technical Support Officer

Traffic Management, Road Safety and Parking Services

Somerset County Council

LEGAL ADVICE

WEBSITES: ACCESSIBILITY REQUIREMENTS



SLCC's new National Legal Advisor, Jonathan Goolden is a partner in the major law firm Wilkin Chapman. Here his colleague, Gino Ballestracci, explains the new rules relating to website accessibility

The SLCC Advice Team are reviewing the support it will be providing to members to help them ensure compliance with the regulations and an

Local councils need not panic - there is still time to ensure your websites and mobile apps comply with The Public Sector Bodies Accessibility (Websites & Mobile Applications) (No.2) Regulations 2018 ("Regulations").

For those websites published on or after 23rd September 2018, you will need to comply with the Regulations by 23rd September 2019. For those websites published before 23rd September 2018, you will need to comply with the Regulations by 23rd September 2020. All mobile apps must comply with the Regulations by 23rd June 2021.

The Regulations, which came into force on 23rd September 2018, implement the EU Directive on the accessibility of the websites and mobile applications of public sector bodies ("the Directive").

The Directive is designed to allow citizens, particularly those with disabilities, to gain better access to public services by making public sector bodies' websites and mobile applications more accessible. It works harmoniously with varying accessibility standards within the European Union and, in particular, the statutory duties imposed on public sector bodies under the Equality Act 2010 and the Disability Discrimination Act 1995 to make reasonable adjustments for people with disabilities.

"Accessibility" refers to the principles and techniques to follow when designing, building, maintaining and updating websites and applications, in order to make them easy for people to use, especially those with disabilities.

KEY POINTS

Accessibility Requirement	Public sector bodies must take the necessary measures to make their websites and mobile applications accessible by making them perceivable, operable, understandable and robust – Reg 6.
Disproportionate Burden	Public sector bodies are not required to comply with the accessibility requirement when doing so would impose a disproportionate burden on them. A full assessment will need to be undertaken – Reg 7.
Accessibility Statement	Public sector bodies must publish an accessibility statement and keep the statement under regular review – Reg 8.
Standards	Websites and mobile applications must comply with the international WCAG 2.1 AA accessibility standard or its European equivalent – Reg 9.
Monitoring & Reporting	The Minister for the Cabinet Office will monitor compliance by sampling websites and applications. It will be required to report back to the European Commission. If a public sector body fails to comply with regulation 8, the Minister will take enforcement action and publish the name of that public sector body and its decision on "gov.uk" – Reg 10 & 14.
Enforcement	The Equalities and Human Rights Commission and the Equalities Commission for Northern Ireland have the power to enforce the obligations set out in regulations 6 and 7 – Reg 11.
Exempt Public Sector Bodies	(i) schools or nurseries (except for content relating to essential online administrative functions); (ii) non-governmental organisations (unless they provide services essential to the public or the needs of persons with disabilities); and (iii) public sector broadcasters and their subsidiaries – Reg 4.

It is recommended that councils review their current websites and mobile apps in light of the guidance given. Older websites or those not professionally written may require more revision and so councils must allow themselves time for this.

The Regulations will be reviewed once the UK leaves the European Union to access whether the UK may want to