

**MINUTES OF A MEETING OF STANTON DREW PARISH COUNCIL  
HELD ON MONDAY 22<sup>ND</sup> JULY 2019 7.30 P.M.  
AT STANTON DREW VILLAGE HALL SANDY LANE STANTON DREW**

**Present: Chairman:** Mrs L Richardson **Vice-chairman:** Mr J Hudson  
Mrs J Tibbs, Mr R Hill, Mr I Batchelor, Mr M Jones, Mr S Waller, Mr J Harvey.  
Clerk: Mrs J Bragg

There were two members of the public present.

The Chairman welcomed everyone to the meeting. The new Parish Clerk Mrs Julie Bragg was welcomed by all. Mr Harvey retiring Clerk was also welcomed and thanked for attending.

**1. Public Participation – a) Tractor Drivers Speed & Use of Mobile Phones:** A concern had been raised by a member of the public regarding the speed at which tractor drivers are driving whilst using their Mobile Phones. This matter will be raised with the individual farm land owners.

**2. Apologies for Absence:** There were no apologies.

**3. To receive notification of any Members' personal or prejudicial interest in any item on the Agenda.** There were no interests received, however in view of possible discussion on the Neighbourhood Plan all Parish Councillors were granted Dispensation.

**4. To confirm the Minutes of the previous Meeting held on Thursday 6<sup>th</sup> June 2019:** After being circulated and read the minutes were signed as a true record. Proposed and seconded.

**5. To receive an update on District Matters from Cllr Warrington/Cllr V Pritchard:** No update from the Ward Councillors.

**6. To receive updates on current matters: Bridge (19/60):** The cutting back of trees and overgrown hedge at the bridge had been undertaken. It was confirmed by Historic England that the bridge is Grade II Listed, being listed in 1960. The bridge is checked yearly and every third year a more in depth check is undertaken. The Bridge has no weight limit. The only concern is possible damage from long vehicles. Historic England report that at present the Bridge is in an acceptable condition.

**7. Matters for Discussion/Decision: a) Fingerpost at Stanton Wick:** It was agreed that the Clerk would ask Kelston Forge to look at re-painting the bottom part of the post as a goodwill gesture. There had been no mention of the additional costs in the original quote.

**b) To agree future meeting dates/day of month:** Going forward it was agreed to hold the Parish Council meetings on the first Tuesday of the Month as from September. The next meeting will take place on Tuesday 3<sup>rd</sup> September 2019. Clerk to book the Hall.

**c) Action Notes – Minutes:** A Parish Councillor expressed that he would like to see action notes on the minutes either in a column on each page or on an additional page at the end of the minutes. It was agreed to see how the new Clerk produces her minutes.

**d) Village Seat:** The Village Seat is in a poor condition and on inspection it appears it needs re-setting in concrete and the wooden struts need replacing. It was agreed to ask a local Builder to look at the works. This would be in line with the Parish Councils Standing Orders. Clerk to make contact.

**e) Neighbourhood Watch Signs:** The Parish currently has two Neighbourhood Watch signs which look like they are in need of replacing. One is located by the Bridge and one by the Causeway heading towards Tarnwell. It was agreed to make contact with the Neighbourhood Watch Co-ordinator and ask for new signs. **Mrs J Tibbs** to action this. All Parish Councillors were in agreement to be added to the circulation list for updates on Crime. Clerk to arrange.

**f) Speed Watch:** Concerns of speeding vehicles through the Parish have been reported. It

was suggested that Stanton Drew could possibly have their own Speed Watch Group. This would be on agreement by the Police of a suitable location, and the offer of volunteers from the Parish. It was agreed as a starting point that the Clerk would e.mail the Beat Manager for advice.

**g) Update on Policies:** Chairman has given the Clerk her Contract of Employment. Policies are also needed in addition to the Employment Contract. Chairman and Clerk will be reviewing Policies for the Parish Council during August. These will be circulated to all Councillors and can be discussed/agreed at the September Meeting so that a Policy Handbook can be created and held by the Clerk.

**h) Payroll Services:** The Parish Council supported the undertaking of DM Payroll Services to carry out the Clerks Monthly Payroll. Clerk to send a card of thanks to the person who has been attending to Clerks Payroll previously.

**i) Computer Remote Support:** The Parish Council agreed to use DCM Computer Services for remote support for the Clerks Computer. Money from the Transparency Grant Fund will be used to purchase the Clerks Computer.

**j) Parish Councillor Training:** ALCA have been asked if they can provide a date for "Being a Good Councillor" Training for all Parish Council Members. The Clerk awaits a response. **Parish Councillors** were asked to submit to the Clerk their availability.

**8. Reports: a) Chew Valley Forum Meeting Update:** This was attended by Mr R Hill and Mr J Hudson. Roadworks and Diversions in the Chew Valley were the main topic. A Parish Councillor had written ahead of the Forum meeting to raise concerns regarding the speed of traffic on the B3130 suggesting the speed should be reduced to 40mph. The Round House in Stanton Drew now has a permanent resident who is also concerned about the traffic speed. B&NES response was that the collision reviews and B3130 will be looked at in the next 5 years. Concerns continue in relation to the increase of traffic on the B3130 due to the increase in Airport traffic. On discussion it was agreed that the Clerk would write to B&NES raising the speed concerns and that from the resident and include our Ward Councillors in the correspondence.

It was reported that the Road Works by the Primary School will only be pot hole repairs. The next meeting date of the Chew Valley Forum is Monday 30<sup>th</sup> September 2019.

**b) Clerks Update Report:** Parish Council comments Ref: planning application at 39 Highfields have been submitted.

The Parish Councils nomination for The Rotary Club's 'Silent Hero Award' has been submitted.

Repairs at the Play Area: There has been no further action.

War memorial – There has been no further action at present. However this will be progressed by Mr Elsbury.

PROW at Stanton Wick – Is now thought to be an Enforcement issue.

Lighting levels at 'Sparkes Site': A Parish Councillor reported that the lighting appears "lower" now.

Road repairs - pending.

Valley Farm planning application - Permitted.

JAH had asked the dog warden for some - dog fouling signs, these had now been received. A request was made to cut back the overgrowth on the bridleway - Pensford Lane to Bye-Mills. It was agreed that the Clerk would speak to PROW regarding this.

**Dead Trees/Bank at The Orchard:** Letters were sent to residents backing onto these trees. However it is thought that the land belongs to B&NES. The dead trees are on the bank which has been cleared in the past. Clerk to follow up.

**Possible Land Purchase – Stanton Drew Playing Field:** Clerk has been in touch with Sara Dixon from B&NES. A meeting with Chairman and Clerk will take place in August.

**Flood Reps:** Clerk received an e.mail from Jim McKewan asking for details of Flood Reps for each Parish. A Newsletter was also attached.

Clerk to report back that Mrs Tibbs & Mr Jones will be the Flood Reps for Stanton Drew.

**Public Rights of Way:** Clerk (JB) has been in touch with Sheila Petherbridge and followed up on the Parish Clearing Money. PC should be receiving the money for footpaths soon. PROW were made aware of horses riding on a footpath in Stanton Wick.

**Parish On-line:** Clerk explained the uses of Parish On-line. Clerk has contacted Parish on-line Martin Laker and asked for the Passwords to access Parish on-line. Training will be arranged for those interested.

**Meetings:** The next B&NES Liaison meeting takes place on Wednesday 24th July 2019 at 6.30pm at the Community Space, Keynsham. Chairman will attend.

**9. Planning: SDNP Concerns:** A Parish Councillor had raised concerns in relation to the SDNP. Concerns were in relation to Rural Exception sites and Stanton Drew being "Unsustainable for development" status. A response had been issued by the Neighbourhood Planning Team and circulated to all Parish Councillors. The majority of the Parish Council were happy with the response. All were in agreement with the exception of one Parish Councillor for the Clerk to notify the Neighbourhood Planning Steering Group and Mr Blanchard to progress the Neighbourhood Plan to the next stage of being put before B&NES and the Examiner.

**10. Financial: Bank Signatories:** The change in Signatory Forms are awaiting completion. Clerk will write a letter to the Bank to notify of Change of Address.

It was agreed that the Parish Council will have one main bank account. This will require the closure of the second account.

Payments to be made were proposed by Mr Batchelor and seconded by Mrs Tibbs.

**Payments to be authorised over £100.00**

Mr J Harvey	3mths Net Salary	1362.40
HMRC	Clerk Tax	340.60
S Edwards	Footpath's Clearance	211.49
D Lucas	Play Area & Allotment Site Grass Cutting	300.00
B&NES	Play Area Annual Rent	250.00
Filers Coaches	June Surgery Coach	120.00
Mrs J Bragg	Salary for July	589.98
Mrs J Bragg	Salary for August	745.58

**Payments to be authorised:**

S Edwards	8 Weeks Play Area Inspections & Reports	96.00
D Malley	DM Malley Payroll Services @ £8 per month	72.00

**Receipts to note:**

Surgery Coach	Honesty Box	35.00
PPSCT	Grant for Fingerposts	2175.00
Community Café	Grant	1000.00

**11. Items of Report to carry forward to the next Meeting:** Policies

**12. To Note Future Meetings:**

**DATE OF NEXT PARISH COUNCIL MEETING: Tuesday 3<sup>rd</sup> September at 7.30pm.**

**Chew Valley Forum Meeting: Monday 30<sup>th</sup> September 2019**