

**MINUTES OF A MEETING OF STANTON DREW PARISH COUNCIL  
HELD ON TUESDAY 1st OCTOBER 2019 7.30 P.M.  
AT STANTON DREW VILLAGE HALL SANDY LANE STANTON DREW**

**Present: Vice Chairman:** Mr J B Hudson, Mrs J Tibbs, Mr R Hill, Mr M Jones

**Clerk:** Mrs J Bragg. Cllr K Warrington.

There was one member of the public present.

**1. Public Participation:** There was nothing raised during the Public Participation.

**2. Apologies for Absence** were received from Mrs L Richardson and Mr I Batchelor.

**3. To receive notification of any Members' personal or prejudicial interest in any item on the Agenda.** There were no interests declared.

**4. To confirm the Minutes of the previous Meeting held on Tuesday 3<sup>rd</sup> September 2019.**

After being circulated and read were signed as a true and accurate record.

**5. To receive an update on District Matters from Cllr Warrington:** The new administration is planning lots, the budgets will be looked at in November/December. Climate Change is a big topic at present. The Airport expansion remains on the agenda with pressure on B&NES to object to the planning proposals. The lack of supporting infrastructure is a main factor in the objections. The JSP did not pass the Inspectors. 40K has been allocated for cleaning up Bath.

**6. To receive updates on current matters: a) Neighbourhood Watch:** An advert had been placed in the Parish Magazine looking for Neighbourhood Watch Area Representatives and it had also been added to the Film Night. A list of houses included in the original circulations had been received. Volunteers have now been received for Bromley Road Area, Church Lane & Sandy Lane a Parish Councillor volunteered for Stanton Wick Lane, another Parish Councillor also offered to cover Tarnwell if no-one else came forward.

**b) Parish Councillor Training:** The Being a Good Councillor training had been very worthwhile and informative. The slides from the training had been circulated. Parish Councillors who missed this training can be booked onto future dates.

**c) Community Asset Transfer:** Parish Council were informed that this is progressing and a draft expression of interest had been prepared. This will be circulated before the November meeting. It was noted that the process of transfer can take a while.

**7. Matters for Discussion/Decision: a) Vacancy of Parish Councillor:** B&NES had been informed regarding the resignation of a Parish Councillor. This generated the correct Notice to advertise the post. The Notice had been added to the Parish Magazine and added to the web site and noticeboards. There had been no applications on the day of the Parish Council meeting. The Parish will be able to co-opt onto the Parish Council after 7<sup>th</sup> October 2019.

**b) Play Area – Tenders for Hedge Cutting – Letter from Resident:** Two tenders for the Hedge Cutting at the Play Area had been received. **Mr Hudson** will contact the chosen Farmer to confirm their favourable tender.

An e.mail had been received from a resident at Highfields, asking the Parish Council to consider the installation of an area for children to ride their scooters at the play area. The Parish Council were grateful for the idea and agreed that when Budgets are looked at the idea could be given more consideration. Also the Community Asset Transfer will be progressing and this request could possibly be looked at during the process.

Two outstanding points in relation to the Play Area were raised. A table was to be provided for the seating area, and two swings for small children were to be ordered and attached to the play tower. **Clerk** will progress this.

**c) Defibrillator Guardian:** The Defibrillator is currently checked by retired Clerk fortnightly and the necessary report submitted to AED. It was agreed that this task should now taken over by someone else. Mrs Tibbs volunteered and it was suggested to ask Mr Andrew Vickery if he would like to help. Mr Jones also offered.

**d) Web Site – Councillors Information:** Clerk read out the proposed "Bio" written by the Chairman. All Parish Councillors will write their short Bio to be added to the web site.

**e) Parish Council Risk Register:** A sample Risk Register Schedule had been circulated amongst the Parish Council. This will be added to the November Agenda for progressing further.

**f) Truespeed Banner A368:** Concern had been raised that the Truespeed Banner remained in

situ. It was confirmed at the meeting that all is in hand it will be removed soon.

**g) Allotments:** It was felt that the allotments look very untidy at present. There are three plots which look like they have been abandoned and there is a lot of rubbish dumped to the right hand side of the site. It was suggested to get a contractor in to have it all cleared up. It was confirmed that there are 13 plots in total and rental renewals go out in February of each year. It was thought that there are no outstanding rents. **Clerk will look into this.**

**8. Reports: a) Clerks Update Report: Fingerpost at Stanton Wick:** Clerk has received a response to her e.mail regarding the painting of the bottom half of the Fingerpost at Stanton Wick. The owner of Kelston Forge took early retirement in July and the Forge is now closed. They thank Stanton Drew Parish Council for their business but cannot help further.

**Village Seat:** Approximate cost for repairs will be £100.00.

**Parish Noticeboards:** A parishioner has asked if the Parish noticeboards could receive some attention. They are looking in need of some TLC. Parish Council agreed to ask local builder.

**Road Signs:** Overgrown Vegetation covering road signs was reported to the Clerk by a parishioner. Clerk has reported to B&NES that although it is good the hedges are now cut back can someone go out and cut around the road signs.

**Speedwatch:** Clerk has made contact with the local Beat Manager regarding Community Speedwatch. The representative has been in touch and the procedure is that we need to register our interest on the Avon and Somerset Web Site, paperwork is completed and the point of contact will be in touch. Clerk has registered the interest from the Parish Council.

**Payroll:** The Payroll Administrator has completed a P45 for the retiring Clerk.

**Parish Councils Airport Association:** Clerk has made contact with the Chair of the PCAA and lodged the interest to become a member of the PCAA. An invoice for the membership of £50 has been received. This is to rise to £75.00 in the next financial year. Aims and objectives of the PCAA have been received along with the minutes from the meeting on 26<sup>th</sup> September 2019.

**Policies:** Editorial amendments have been made and the Policies have been put together in a handbook held by the Clerk.

**Dead Trees/Bank at The Orchard:** An e.mail has now been sent to Kevin Penney Highways at B&NES as there has been no response back to Clerk from Fix My Street.

**Public Rights of Way:** There have been a couple of footpaths identified in the Parish which are not B&NES responsibility but thought to be that of the owner of the property adjacent to the Footpath. These footpaths have been increasingly difficult to access these past few months. Our Footpaths officer has kindly trimmed back a little. Clerk has written to Public Rights of Way to get their advice on how best to deal with these footpaths.

**Parishioner Comment:** Clerk has responded to a parishioner who in response to the Neighbourhood Plan discussions in July said that it was not clear which website the notes were intended to be on and could not find the notes on the PC website or the Neighbourhood Plan website. Clerk e.mailed copies to this person.

**Complaint of Dog Poo Bags being left by Footpath Stiles:** In response to this concern being raised Clerk has requested the re-instatement of a rubbish bin by the Village Hall.

**Fly tipping:** Fly Tipping in Norton Malreward was reported to B&NES.

**Training:** Clerk is attending Playground Inspection Seminar Training on 3<sup>rd</sup> October 2019.

**Planning in Plain English: John Hudson** and Martyn Jones will be attending this training course booked for 12<sup>th</sup> October 2019. There will be future training courses on the same subject for those who can't make this one.

**Rotary Community Award:** We have been informed that the nomination made to the Rotary by the previous Councillors has not been successful this time.

**Replacement Rubbish Bins:** Replacement Bins have been requested by the Cricket Pitch, and opposite the Druids by the Bus Stop.

**Correspondence:** Weekly Road Reports are sent to all. Final Consultation on Baths Clean Air Zone circulated. B&NES Press Release regarding Farmer given suspended sentence over Animal Cruelty circulated along with details of the Animal Health Inspector for B&NES Parish Council notes were sent to the Parish Mag and Chew Valley Gazette.

**b) Notes from B&NES ALCA Meeting:** Attended by the Chairman who reported that the meeting covered very much the same agenda as the Parish Liaison Meeting last month. The Ward Councillor Initiative is to return replacing the newer Community Empowerment Fund. A potential source of future funding. Parish Councils are being warned of Cyber Attacks and recommendations are to back up to a Cloud based back up. B&NES are to be setting up a Clerks Forum.

**c) Chew Valley Forum Meeting:** Attended by the Clerk & Mrs Tibbs. Clerk e.mailed ahead of the meeting concerns regarding speed of traffic on the B3130 and concerns raised by a parish councillor regarding road safety on the A368 following another recent accident. These items did not make the Forum meeting Agenda and Clerk was advised to contact Highways directly.

There were reports on future consultations coming up one on a Road Permit System and a Care & Support Consultation at Compton Martin. Roadworks on the A368 had occurred with very little notice. This was due to the wrong road name being put into the B&NES system. An update was given by the North Mendip Beat Team and did not appear to include anything Valley related.

The Leader of B&NES Cllr Dine Romero introduced herself and spoke about Corporate Strategy & Community Engagement. Climate Emergency was also a big agenda item. Two presentations were given in relation to the Airport one from CPRE and another by a Councillor from Wrington Parish Council.

Full notes will be circulated to the Parish Council when they are released.

A Parish Councillor asked if it was possible to find out if there had ever been a successfully denied expansion? **Clerk** to e.mail the councillor from Wrington and ask the question.

**9. Planning: Planning Application to consult: 19/04001/FUL** Mr L Cowman 21A The Drive Stanton Drew. Provision of a first floor side extension. Parish Council Support.

**Planning Outcomes: 19/02571/FUL** 39 Highfields Stanton Drew. Erection of a three bed semi-detached dwelling. **PERMIT**

19/03435/FUL Stanton Drew Garage Stanton Road. Increase in workshop roof height to bays 2,3,4 and 5 in association with alterations and elevations. **PERMIT**

**10. Financial:** Ongoing issues were being experienced with the Bank changeover. Clerk had been asked by the new Bank to produce a letter for Special Requirements in order that the Clerk can access the Bank Account for Balance information. The letter was signed by two signatories and Clerk will progress the account opening. A request will be made to Barclays Bank to close both bank accounts and transfer funds to the newly opened account. Clerk had produced a letter to this effect.

Cheques will need to be held back in order that sufficient funds can be confirmed to cover them.

**Payments to be authorised over £100.00**

ALCA	Good Councillor Training	200.00
Filers Coaches	September Surgery Coach	120.00
Mrs J Bragg	Salary for October 2019	757.49
Mr M Sherborne	Cemetery Maintenance Half Year	245.00

**Payments to be authorised:**

Mrs J Bragg	Computer Ink	11.91
KC Printing	Printing of Policies	6.48
Parish Councils Airport Association (PCAA) Membership		50.00

**Receipts to note:** No notification has been received from B&NES however Clerk thought that the 2<sup>nd</sup> Part of the Precept should be in the bank account.

**11. Items of Report to carry forward to the next Meeting.** a) Dropbox Account Renewal.  
b) Mr M Jones gave his apologies for the November Meeting.

**12. To Note Future Meetings: DATE OF NEXT PARISH COUNCIL MEETING: Tuesday  
5<sup>th</sup> November 2019 at 7.30pm**