

**MINUTES OF A MEETING OF STANTON DREW PARISH COUNCIL  
HELD ON TUESDAY 3<sup>rd</sup> DECEMBER 2019 7.30 P.M.  
AT STANTON DREW VILLAGE HALL SANDY LANE STANTON DREW**

**Present: Chairman: Mrs L Richardson Vice-Chairman: Mr J Hudson**

Mr I Batchelor, Mrs J Tibbs, Mr R Hill, Mr N Pushman, Mr M Jones.

There were two members of the public present.

**1. Public Participation: Scout Hut Application:** The Agent for the Scout Hut application attended the meeting and addressed the Parish Council with details of the application. Pre-application advice had been obtained which determined the application was acceptable in principle. It is similar to neighbouring properties. It has its own parking. Public Rights of Way Footpath and the Play Area will not be compromised in any way. The Agent was thanked for attending.

**Footpaths:** Two footpaths identified as not the responsibility of BANES were discussed. It was reported that one footpath had been diverted to where it is now. Clerk to obtain the numbers of the footpaths and the designated Councillors will look at the condition of the footpaths.

**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.** Interests were declared by Mr I Batchelor in relation to Planning Application 19/04777/VAR as his property adjoins this site.

**4. To confirm the Minutes of the previous Meeting held on Tuesday 5<sup>th</sup> November 2019:** The minutes were altered to read "There were no issues raised by Members of the Public." The Minutes were then agreed and signed as a true and accurate record. Proposed and seconded.

**5. To receive an update on District Matters from Ward Cllr Warrington:**

**Planning:** District Councillor will ask for the Planning Application at the Kelston Sparkes Site to be referred to Committee if they are minded to approve it.

**River Chew:** River gauges are to be installed at Winford Brook on the River Chew. The gauges can measure the height of the water and alerts are sent to contacts via mobile phone. The Flood Wardens for Stanton Drew will be added to the circulation list.

**Climate Emergency:** Some Parish Councils have declared/are declaring Climate Emergency. The Ward Councillor would like to get together in January or early February to discuss Education and practical measures to support Climate Emergency. Anyone interested in getting involved can e.mail the Clerk.

**Budgets:** Budgets are being discussed. It was suggested that if the Parish Council have something specific needed extra budget they should submit it to B&NES. The replacement bins were suggested.

**Footpath from Nursing Home-Bridge-B3130:** A Parish Councillor asked the Ward Councillor what to do if even though a problem has been reported, in this case overgrowth onto the footpath and nothing has been done about it. The complaints procedure was suggested. Clerk to progress.

**6. To receive updates on current matters: a) Play Area:** The expression of Interest had been submitted and receipt acknowledged. GB Sports & Leisure had been on site on Friday 29<sup>th</sup> November to carry out repairs required. A new padlock had been purchased and the gate had been padlocked following the problem of the Scramble Bike damaging the grass at the site. Clerk has circulated an "Inspection Sheet" to the Play Area Inspection Team. A site meeting will be arranged to run through the Inspections. Improvements to the gate and access to the site will be looked at in due course and money added the budget to support the works if necessary.

A basic sign had been produced. It was suggested that maybe the Parish Council could design their own logo and look at the possibility of changing their name to "Stanton Drew Village Council". This would be added to the agenda for the Annual Meeting for further discussion.

The suggestion of putting a laminated sign on the gate to explain why it is locked was suggested.

**b) Risk Register:** The Risk Register had been circulated at the November meeting. There were no matters arising regarding the Register. Some editorial amendments will be made to the Register and Clerk will hold the Master Document.

**c) Neighbourhood Plan:** Clerk reported that the Regulation 16 Consultation has started and will run from Friday 22<sup>nd</sup> November to Friday 24<sup>th</sup> January 2020. Highways England have submitted no objections to the plan. It was asked that because people who have previously responded to consultations on the plan, did this change the plan in any way. Chairman will clarify this with the Neighbourhood Plan Chairman. A copy of the Neighbourhood Plan is available to see in the Church. The Parish Council web site has been updated along with the Neighbourhood Plan web site.

**d) Richard Jones Foundation:** There had been no response to fill the Vacancy. Clerk will report back to the Foundation.

**e) Neighbourhood Watch:** A co-ordinator for the Neighbourhood Watch is still needed for it to progress. There have been no further responses for this position. Parish Council agreed to go ahead and order new Neighbourhood Watch Signs for the Parish.

There is currently a What's App Mobile Phone group called "Jungle Drums" which alerts members on the list to crime and suspicious vehicles/people in the Parish. Those wishing to be part of this can e.mail the Clerk with their Mobile Phone number and they will be added to group.

**f) Footpath to from bridge to B3130:** Discussed under item 5.

**7. Matters for Discussion/Decision: a) Finance Report & Draft Budget:** The Draft Budget was prepared and circulated. It will be on the January Agenda for final adoption along with the setting of the Precept. On discussion it was agreed to add a sum for the War Memorial, Allotment Clearing and Play Area. It was confirmed that the Parish Council is exempt from and external audit and will only need money in the budget for an Internal Audit.

**Allotment Clearing:** It was agreed to invite the B&NES person responsible for Allotment Sites to the January Meeting. The Parish Council were informed about "Community Payback" and ex-offenders helping with projects in Parishes. Clerk will find out more about this. Cllr Warrington reminded the Parish Council that the Ward Councillors Initiative Fund can be used as a source of funding.

**Finance Report:** Clerk circulated a Finance report showing income and expenditure since the opening of the new bank account and transfer of monies from Barclays Bank in October 2019. The Clerk has still not been recognised as the responsible officer by the Bank and was unable to obtain information as to when Statements will be received from the Bank. Clerk has again sent her details via e.mail and a recorded delivery letter to Nat West Bank.

**8. Reports: a) Clerks Update Report: Neighbourhood Plan:** The Consultation for the Neighbourhood Plan will run from Friday 22<sup>nd</sup> November to 24<sup>th</sup> January 2020.

**Dead Trees/Bank at The Orchard:** A Road Closure was put in place and the dead trees were cut down on Tuesday 19<sup>th</sup> November 2019. A Parishioner had submitted a letter prior to the tree works asking for assurance that only the dead trees would be removed. The trees hold the bank together and removing them may cause problems with subsidence.

**Public Rights of Way:** Work is being carried out on the disused bridge at Byemills on CL18/9 so that the public can use that instead of the field gate nearer to the river.

**Training:** All Training Courses will re-start in the Spring. Clerk will check the ALCA website for Training Courses of interest.

**Allotment:** Clerk has spoken to the Land Owner of the Allotment Site to find out who owns the shed.

**Parish Council Notes:** Notes were successfully included in the Chew Valley Gazette this month. As usual they were included in the Parish Magazine.

**Planning Training:** Clerk awaits the slides from this Training Course. They will then be circulated. An e.mail has been sent to Deborah White at ALCA asking for the slides.

**War Memorial:** A quote from a local stone mason needs to be undertaken for the Parish Council Insurance. Clerk has this in hand.

**Defibrillator Guardian:** Clerk has spoken with previous clerk who is happy to hand over Guardianship of the defibrillator.

**Surgery Bus:** Clerk collected the donations from the Doctors Surgery and paid them into the bank. The Chairman had a conversation with the Surgery Bus provider to confirm the route the bus takes.

The bus leaves the yard at about 5mins to 10am and the first stop is around Sutton Spice at 10am...It then heads back to Bromley road, drives (and stops along there) passing the village hall, to roundhouse, then goes Via Chew Magna (where some get off and some get on) on to Chew Stoke. The Bus Driver waits for all those who get off to be seen and return. The bus then back tracks along its journey.

Stanton Drew Parish Council and Stowey Sutton pay for the service. Stowey also have an honesty box. It was suggested to talk to Chew Magna Parish Council and ask them for a donation. Clerk has e.mailed the Chew Magna Clerk.

**Blocked Drains:** Clerk has received pictures from blocked drains around the Parish. Mainly Upper Stanton Drew. Clerk has e.mailed Council Connect to ask when all drains in the Parish are going to be cleaned. Many are blocked with leaves and mud from the bad weather recently. A parishioner has been chasing B&NES since April to get the drain opposite their property (Martins Lea), cleared.

**Bristol Airport:** Apologies were sent following an invitation to the Community Review, Mince Pies and Mulled Wine evening as it clashed with the Parish Council Meeting.

**Chew Valley Forum:** It has been confirmed that the next Chew Valley Forum Meeting takes place on Monday 24<sup>th</sup> February 2019. Topics for discussion will be Climate Emergency, Social Housing, Transport and the Councils Budget.

**Village Seat & Parish Noticeboards:** No progress.

**Speedwatch:** No further progress.

**Replacement Rubbish Bins:** Clerk reported at the meeting that the replacement bins had now been logged on fix my street.

**9. Planning: Planning Application to consult: 19/04777/VAR** Kelston Sparkes

Contractors. Variation of Condition 9 of application 07/00727/FUL.

Item 3.14 of the Parish Councils Standing Orders were read out by the Chairman. Due to his interest in the application Mr Batchelor left the room for the discussion of the application. Parish Council unanimously agreed to OBJECT to the application. Clerk to send a letter to Planning.

**19/04833/FUL** Chew Valley Scout Hut The Drive Stanton Drew. Erection of two semi-detached dwellings following demolition of a former scout hut. Parish Council supported this application. **Clerk** to send a letter to Planning with the few points raised at the meeting.

**Planning Applications Consulted: 19/04864/FUL** The Wickets Sandy Lane Stanton Drew. Proposed single & two storey rear extension, enlarged front entrance lobby, additional front dormer window, roof tiles replaced and existing external walls rendered and timber clad.

**Parish Council Support.**

**Planning Outcomes: 19/04001/FUL** 21A The Drive Stanton Drew. Provision of a first floor extension. **PERMIT**

**10. Financial:** Clerk explained that another cheque had been raised for HMRC. Reminders have been received from HMRC it is understood that the last cheque was a Barclays Account cheque and had not been cashed before the account was closed. HMRC could not find a record of payment. All payments were proposed and seconded.

**Payments to be authorised over £100.00**

Filers Coaches	November Surgery Coach x 4 weeks	120.00
Mrs J Bragg	Salary for December 2019	745.38
HMRC	Clerk NI & Tax	150.46
GB Sports & Leisure	Play Area Equipment Repairs	233.28

**Payments to be authorised:**

S Edwards	4 Weeks Play Area Inspections November	48.00
S Edwards	5 Weeks Play Area Inspections October	60.00
Mr J Hudson	Combination Padlock for Play Area	24.00
Mr P Edwards	Dropbox Renewal Neighbourhood Plan	95.88

**Receipts to note:**

Surgery Bus	Honesty Box Donations	138.00
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**11. Items of Report to carry forward to the next Meeting: Allotments, Budget 2020/21, War Memorial, Play Area Equipment.**

**12. To Note Future Meetings: DATE OF NEXT PARISH COUNCIL MEETING:  
Tuesday 7<sup>th</sup> January 2020 7.30pm**