

**MINUTES OF A REMOTE MEETING OF
STANTON DREW PARISH COUNCIL
HELD ON TUESDAY 5th MAY 2020 7.30 P.M.
HOSTED BY MRS J BRAGG CLERK**

**Present: Chairman Mrs L Richardson Vice-Chairman: Mr J Hudson
Mr I Batchelor, Mr R Hill, Mr N Pushman, Mr M Jones, Mrs J Tibbs,
Cllr K Warrington.**

1. Public Participation: There were no issues raised prior to the meeting from Members of the Public.

2. Apologies for Absence: All Parish Councillors were in attendance and there were no apologies.

3. To receive notification of any Members' personal or prejudicial interest in any item on the Agenda: Mr Batchelor declared an interest to item 9) 19/04777/VAR on the Agenda.

4. To confirm the Minutes of the previous Meeting held on Tuesday 7th April 2020: After being circulated and read the minutes were proposed and seconded as a true and accurate record and will be signed at a later date.

5. To receive an update on District Matters from Ward Cllr Warrington: A very Covid orientated situation was reported. B&NES are currently debating how to return to work safely. The Green Bin Garden Waste Recycling collections have been re-instated from 27th April 2020. It was noted that 19/04777/VAR had been refused.

6. To receive updates on current matters: a) War Memorial Update: Quotes for stonework, stone preparation work & engraving, groundworks had been received and figures were circulated. Parish Councillors were reminded of the requirement of the Standing Orders to obtain 3 quotes where an amount is over £2,000. It was thought obtaining 3 quotes would prove difficult and the question asked if the Parish Council could in anyway obtain special permission to only have the one quote. **Mr Pushman** will progress obtaining further quotes. Clerk informed the Parish Council that the War Memorials Trust will not offer a grant for a new War Memorial. **Clerk** will seek advice from the War Memorials Trust regarding a grant towards the engraving works.

The final plan had been circulated. It is proposed that the Dry Stone Wall will now be replaced with a mortice and lime as the base for this will not need to be as large.

Funding for the project was discussed. It was agreed that the project will be discussed initially with the Hall Committee and the Trustees of the Village Hall. **Mr Jones** will progress this. Sponsorship of a stone in the wall will be advertised formally at a later stage.

The Parish Council unanimously agreed for the Planning Application to be submitted and for Mr Jones to share designs and costs with the Hall Committee & Trustees.

7. Matters for Discussion/Decision: a) Formalise Chairman & Vice Chairman positions: Advice received from ALCA stated that there is no requirement for an Annual Meeting of the Parish Council this year. As no-one else wished to stand for the positions it was proposed by Mr Pushman and seconded by Mr Jones that the Chair & Vice-chair remain in position for another year.

b) Annual Parish Meeting: The Parish Council agreed that when the "Lockdown" situation is over a meeting for the Parish will be arranged.

c) To Adopt Supplementary Standing Orders: The Local Authorities have given permission for Parish Councils to hold remote meetings, therefore it is necessary to adopt supplementary Standing Orders which will be in place until May 2021 and support existing Standing Orders which have been previously adopted by the Parish Council. The Clerk had circulated the Supplementary Standing Orders to the Parish Council.

The Supplementary Standing Orders were adopted by the Parish Council, proposed by Mr I Batchelor and seconded by Mr R Hill.

It was noted that going forward the Parish Council may be required to offer remote access to their meetings.

d) National Allotment Society Membership: Clerk circulated to all Parish Council Members details from the National Allotment Society which explained the benefits of being a Member. Membership is £3 per allotment holder. The cost to the Parish Council will be £39.00 per annum. Parish Council agreed to become a Member.

e) August Meeting: There will be no Parish Council meeting held in August 2020.

8. Reports: a) Clerks Update Report: Play Area: The Quarterly Inspections is due to be carried out shortly. GB Sports are still happy to be undertaking these Inspections.

It was reported to the Clerk that the closure signs had been removed from the locked gate. B&NES Parks Department advised that if we cannot sensibly fence just the play equipment then it is ok to keep it closed. New notices were put back up. The gates top and bottom were padlocked. The Parish Council have a duty of care and these measures had to be taken.

An invoice was received from T Pearce for some of the Play Area materials.

Neighbourhood Plan: The Inspector has all the documentation needed and is happy that the revised Consultation Statement meets the regulations. An online only 6 week Regulation 16 consultation, making it clear that it is only this document out for consultation is expected to take place.

Odd Jobs in the Parish: The Odd Jobs in the Parish have been started. The new Neighbourhood Watch signs have been put up. The noticeboards have been started. The Noticeboard from Highfields has been refurbished and put back up. The Noticeboards by the Primary School and the Village Hall will be back up by the end of the week.

It's a Knockout Bench: A very kind parishioner has taken it upon themselves to repair and re-varnish the bench. The Parish Council have extended their thanks.

Parish Councils Airport Association: Clerk has e.mailed the PCAA and informed that that the parish council discussed the PCAA becoming a Special Interest Party, and that the Parish Council supported this, however the Parish Council would be concerned about any costs that may be incurred and any liability with regards to these costs. Clerk asked that if any costs are likely to be incurred the Parish Council would request that they are consulted first as costs would have to be discussed before any approval is considered.

Signs for Bus Shelter: Will be completed once the current Lockdown has been lifted.

Replacement Rubbish Bins: No new bins have been put up.

Village Halls: Details of funding support for Village Halls was received from ALCA. This was forwarded to the Chairman of the Village Hall for information.

Cemetery Maintenance: The grass at the Cemetery was reported to be still quite low. It will be checked regularly. **Mr Jones & Mr Hudson** will go and trim the edges and mow as required.

Footpaths: A broken bridge on a footpath off of Tarnwell was reported to B&NES. A "Caution" sign was put up until B&NES could repair it.

A footpath with a broken bridge at Stanton Wick was also reported to B&NES. As this was received on the day of the Parish Council a reply was awaited from PROW.

Garden Waste: Collections re-started Week Commencing 27th April, the details were circulated and added to the Web Site.

Mobile Library: The revised Mobile Library Routes that came into operation on 24th February. 4 weeks after the Library had to withdraw the service due to the developing COVID 19 situation. The best way to keep informed of services and ideas to stay connected to libraries is to check out their Social Media sites. <https://beta.bathnes.gov.uk/follow-bnes-libraries-social-media>

Parish Magazine: The Parish Council have noted that future copies of the Parish Magazine will be online and can be read at www.stantondrew.org and also on the Lakeside Group www.lakesidegroup.org.uk A link will be created from the Parish Council Web Site to these.

Defibrillators: Clerk rang SWAS who apologised for not being in touch but understood that an e.mail had been sent detailing the Reporting Instructions. Clerk informed them that nothing had been received. All details were then sent through and have now been passed to the Guardian **Mrs Tibbs** who will start the reporting process.

Allotments: Further rentals have been paid into the Parish Council account. The Allotments have remained open.

Parishioner Query: The Parishioner who submitted a hedge query last month e.mailed Clerk and thanked her for the reply. It has since been found out that the hedge has been left long deliberately as they will lay the hedge next year which will be lovely.

Calor Rural Community Fund: No update to report apart from confirmation of receiving the application. 590 Applications had been received. Finalists are notified on 4th August and Winners notified on 19th August.

Accounts Audit 2019/2020: Clerks have received notification from PKF Littlejohn External Auditors with all the instructions for this year. The Audit process will be activated by Clerk. An Audit Agenda item will be added to the June Agenda. The Audit process has to be completed by 1st September 2020 as opposed to July 2020.

VAT: Payment is still awaited for the claim for Financial Year 2018-2019. 2019/2020 is nearly complete.

Avon & Somerset Police: Clerk continues to receive these updates and circulate them.

B&NES Media Releases: Clerk circulates as and when received.

9. Planning: Planning Applications Received: 20/00940/FUL The Byre Access road to Bye Mills Farm Stanton Drew. Erection of timber framed car port with studio room above.

Parish Council Support.

20/01297/FUL Bromley Mount Bromley Road Stanton Drew. Erection of replacement dwelling. **Parish Council Support**

Planning Outcomes Received: 20/00938/FUL Elmwood Sandy Lane Stanton Drew.

Proposed single storey rear extension following removal of existing conservatory. **PERMIT 20/00851/TCA** Flat 1 Rosedale Bromley Road. Copper Beech. Raise to the bottom canopy by around 2m, bottom branches trimmed. **No Objection**

19/04777/VAR Kelston Sparkes Bromley Pit Yard. Variation of condition 9 of application 07/00727/FUL. **REFUSE** The Parish Council discussed this outcome and it was agreed that the Refusal of the application would be acknowledged.

10. Financial: Parish Councillors agreed to look at upgrading the Zoom Membership for Zoom for future meetings.

Parish Council Insurance: The Parish Council Insurance renewal is due on 1st June 2020. The renewal document has been received at a cost of £577.00. Parish Council agreed for the Clerk to obtain a further quote for the Insurance and authorised payment for the Insurance.

Payments to be authorised over £100.00 (Proposed by JBH & seconded by IB)

Mrs J Bragg	Salary for May 2020	740.79
Mr D Lucas	Grass Cutting Allotments £100 Play Area £200	300.00

18/20

Payments to be authorised:

Mrs J Bragg	Imprest – Use of Home as Office (as per budget)	18.00
Mrs J Bragg	Computer Ink x 2 Cartridges (Inc VAT)	34.70
PCAA	Membership Renewal 2020/2021	75.00

Payment Authorised:

JW Pearce	Chain Link & Green Wire for Play Area (Inc VAT)	64.62
-----------	---	-------

Receipts to note:

B&NES	Parish Precept 1 st Part	9012.50
Allotment Tenants	Yearly Rental	420.00

11. Items of Report to carry forward to the next Meeting: War Memorial.

**12. To Note Future Meetings: DATE OF NEXT REMOTE PARISH COUNCIL MEETING:
Tuesday 5th June 2020**