

**MINUTES OF AN AGM/ANNUAL & MONTHLY MEETING
OF STANTON DREW PARISH COUNCIL
HELD REMOTELY ON TUESDAY 4th May 2021 7.30 P.M.**

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

Annual General Meeting:

1) Chairman's Report: The Chairman's Report had been circulated prior to the meeting. The report was accepted by all Parish Council Members.

2) Financial Report: The Parish Councils Finances are circulated Monthly on a Spreadsheet to keep the Parish Council suitably informed of the finances of the Council. At this point of the meeting the Existing Chairman retired from her position.

Annual Meeting:

1.a) Appointment of Chairman: Clerk asked for nomination for the Chairman's Position. Mrs L Richardson was proposed by Mr M Jones & seconded by Mr I Batchelor. Mrs Richardson accepted the position as Chairman. **b) Appointment of Vice-Chairman:** Mr Hudson was appointed the position of Vice-chairman after being proposed by Mr I Batchelor and seconded by Mrs L Richardson.

2. Signing of Declaration of Office of Acceptance Book: The Declarations will be signed at the next Meeting of the Parish Council.

3. Public Participation: There were no other issues reported by members of the public other than those on the Clerks Progress Report.

4. Apologies for Absence were received from Mr N Pushman and Cllr K Warrington.

5. To receive notification of any Members' personal or prejudicial interest in any item on the Agenda. There were no interests to declare.

6. To confirm the Minutes of the previous Meeting held on Tuesday 6th April 2021: After being circulated and read the minutes were proposed (RH) and seconded (JH) and will be signed as a true and accurate record.

7. To receive an update on District Matters from Ward Councillor: Any concerns will be forwarded to the Ward Councillor who was absent from the meeting.

8. Appointment of Representatives: Representatives were appointed as follows: Parish Liaison (LR & Various), Airport (RH), ALCA (LR & Various), Flood Reps for Rivers, Watercourses & Drainage (JT & MJ), Defibrillator Guardian (JT), Staffing Panel (LR & JH), War Memorial (NP & JH), Village Hall Committee (MJ), Chew Valley Forum (LR & Clerk), Allotments (RH & NP), Cemetery (JH & MJ), Web Site Controller (LR), Play Area (JT,IB,RH,NP & Clerk), Highways (RH) Public Rights of Way (MJ & JH). Cheque Signatories (LR, JT, JH, RH).

9. To receive updates on current matters: a) War Memorial Update: The Planning Variation has been submitted. It is likely that more stone will be needed.

b) Play Area: The Inspection Report had been received and circulated. Mostly Orange actions required. It was agreed to form a sub-committee to steer repairs/materials needed. The Committee Members are Mrs J Tibbs, Mr J Hudson & Clerk Mrs J Bragg. It was reported that the litter problem has improved at the play area. Hedges await trimming. Gates still in situ to deter people using the area as a car park.

c) The Surgery Bus: No update. Chairman to speak with Filers.

d) Allotments: No update to offer at present.

e) Ford Signage Pensford Lane: Ward Vic Pritchard helped to enable a meeting with B&NES and Parish Councillor Mr M Jones. Yellow Ford Warning Signs will be put on Stanton Lane and Pensford Lane, a measure stick will be put up. Following discussion on

site the locations for the signs suggested by B&NES were changed.

f) B&NES Rural Landscape Character Assessment Review and Landscape Strategy Stakeholder Consultation: Chairman consulted this using the existing Neighbourhood Plan and Character Assessment. Only certain invited people and Parish Councils were able to comment on this consultation. We await a revised version.

10. Matters for Discussion/Decision: a) Annual Parish Meeting: Date confirmed as Sunday 23rd May 2021. Clerk & Chairman to progress the final details. Information will be posted on the Noticeboards and the Parish Council Web Site.

b) The Toll House: Parish Council agreed that a Speed Reduction on the B3130 would be the best outcome. The question of the height of the signs and hanging baskets blocking vision greatly depends on what type of vehicle you are in. It was agreed to respond to those who had registered concerns about the vision when exiting Stanton Drew by the Toll House.

c) Remote Meetings & Hall Bookings: Legislation allowing Remote Meetings comes to an end on 7th May 2021. The next Parish Council meeting will take place at the Village Hall in June. Clerk to make bookings with the Hall.

d) Standing Orders Re-adopt & Modifications: Parish Councillors agreed to modify the Standing Orders in relation to "Tenders", every three years not every year. There will also be a Zoom Meeting element added to the Standing Orders. Clerk to check this with ALCA. Chairman will modify the documents in preparation to sign off at the June Meeting.

e) Parish Council Insurance Renewal: The Parish Council Insurance renewal had been received. A total of £840.78 2021-2022 compared with £588.26 for 2020-21 Clerk to query this renewal price.

11. Reports: a) Clerks Update Report: Members of the Public Concerns Raised: Pot holes: Pot holes from Tarnwell to Brook Cottage were reported via Fix My Street, all completed now.

Flood Signs: Flood Signs left in hedgerows at Stanton Wick were reported to B&NES and have been collected.

Litter: A great deal of litter and also a dead badger was reported to B&NES on Bromley Road. All has been removed.

Enforcement Issue: Reported to Cllr Warrington to take forward at a property in Upper Stanton Drew.

Overflowing Bin: The Rubbish Bin by the Primary School was reported to B&NES as it was overflowing again.

Mobile Library: Details have been received regarding the Mobile Library visits starting again. These have been circulated and sent for inclusion in the Parish Magazine.

Landslips at the Causeway: No updates received at present.

Bench on the Causeway: A parishioner has asked if a memorial bench can be placed on the Causeway? The location suggested is where the footpath meets the Causeway, there is an area of garden with an overhanging tree which could be a good position.

Litter Picking: The next Great British Spring Clean 2021 is scheduled for 28 May - 13 June 2021. Members of Community are reported to be clearing the play area and Moorledge Lane. Clerk reported that Parish Councillors are also undertaking the Litter Picking whilst carrying out the Play Area Inspections.

Overgrown Hedge; A very overgrown hedge was reported via Fix My Street. Location is just off of Tarnwell. Still not attended to by B&NES or the Landowner.

Give Way Markings: Faded Give Way Markings were reported at the junction past the Play Area which enters Moorledge Lane. It was reported at the meeting that these have been done.

Pot Holes & Bad Road Surface from junction of Upper Stanton Drew to Tarnwell, Clerk has reported again. The Highways Inspector replied to the Clerk to say he could not understand why they had not all been filled. The remaining pot holes have been marked and await completion.

Weed Spraying: Notification of Weed Spraying in the Parish were received. Some parishioners were not happy about it. Clerk advised them to make contact directly with B&NES.

Parish Noticeboard by School: Clerk has arranged for removal of the noticeboard and possible repair. The door catch is broken and the plastic glass is now cracked.

PROW Issues: Clerk has gone back to PROW to inform them that the Parish Council are not happy with the response regarding the footpath being altered along the bank (allbeit temporary), concerns are that it may become more permanent.

Clerk has raised a Purchase order for the amount of £897.86 which will be paid to the Parish Council for the upkeep of the Footpaths during the next financial year.

Clerks Appraisal: The Clerks Yearly Appraisal will take place on Wednesday 19th May at 11am. The Chairman and Vice-Chairman will carry out the appraisal.

Correspondence:

Chew Valley Transport Survey: Two surveys are being undertaken, first is the Chew Valley School Students,

The second is a cross-valley survey to scope parishioner's present use of transport and again to see what forms of low carbon transport they might be willing to move to. This was launched on 26th April and will be open until 26th May

Clerk has circulated to all and will add this to the web site.

Elections: The notice of Poll and Polling Stations have been received and put up on the noticeboards.

b) Local Plan Partial Update and SPD's: Chairman and Vice-Chairman had attended this webinar. A report had been circulated. The Housing Development Boundary is to be re-shaped and re-named. Details will come back to the Parish Council.

12. Planning: Planning Applications Received: 21/01574/FUL Cotleigh Wick Lane Stanton Wick. Demolition of conservatory and erection of a single storey extension to provide kitchen and dining room. Parish Council Support.

21/01881/ADCOU Halfway Farm Stanton Road Stanton Drew. Prior approval request for change of use of agricultural land and buildings to 4 dwelling houses (Use Class C3) Comments made on this proposal were – it would be dangerous if using the existing entrance by the Farmhouse. Access onto a road which already suffers with accidents and speed issues is a concern. Parish Council are open minded and wish to support the application but would like to see that access is made safe. Supportive of conversion if access & Speed addressed.

21/02043/FUL 14 The Crescent Stanton Drew. Single storey garage, 2 storey extension. Mr I Batchelor and Mr J Hudson to consult.

Planning Outcomes Received: None to report.

13. Financial: <u>Payments to be authorised over £100.00</u>		
	Proposed (IB)	Seconded (MJ)
Mrs J Bragg	Salary for May	717.67
Filers Coaches	April Surgery Bus	120.00
D Lucas	2 x Grass Cutting 1 x Strimming at Play Area	160.00
Mrs L Richardson	War Memorial Plan Supplementary	145.00

Payments to be authorised:

Mrs J Bragg	Imprest Use of Home as Office	18.00
Mrs J Bragg	Printer ink	18.00
Mrs J Bragg	Zoom Licence Monthly Charge	14.39
HMRC	Clerk NI & Tax	46.52
ALCA	Finance Training Clerk	30.00
GB Sport Leisure	October 20 Play Area Inspection	78.00
G B Sport & Leisure	April Inspection	78.00
Chew Valley Signs	Footpath Signs	60.00

Receipts to note:

B&NES	1 st Part Precept	9192.50
War Memorial	Donation £100, £10 £25	135.00
PPSCT	War memorial Donation	5500.00

14. Items of Report to carry forward to the next Meeting: War Memorial, Play Area, Standing Orders

15. To Note Future Meetings:

DATE OF NEXT PARISH COUNCIL MEETING:

Tuesday 1st June 2021