

**MINUTES OF A MEETING OF STANTON DREW PARISH COUNCIL
HELD ON TUESDAY 5th NOVEMBER 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. Clerk: Mrs J Bragg.

Cllr Warrington, Cllr V Pritchard and one member of the public Mr N Pushman were also present.

1. Public Participation: There were no members of the public present.

2. Apologies for Absence received from Mr M Jones were accepted and approved.

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

4. To confirm the Minutes of the previous Meeting held on Tuesday 1st October 2019:

After being circulated and read the minutes of the October meeting were duly signed as a true and accurate record. Proposed by Mr Hudson and seconded by Mrs J Tibbs.

Item 7a was brought forward to this point of the meeting. Co-option of Mr Pushman.

The Parish Council had undertaken the due process to advertise the Councillor Vacancy.

The Parish Council unanimously agreed to co-opt

Mr Pushman onto the Parish Council.

5. To receive an update on District Matters from Ward Cllr Warrington & Cllr V

Pritchard: It was reported that a planning application had now been submitted by Kelston Sparkes. Clerk had contacted B&NES to report that the Parish Council had not received any information on this planning application.

Wild Things Farm: Research on this site is being undertaken. It appears that there is no Farm or any type of work being undertaken on site.

B&NES Scammers: People claiming to be from Bath Council are phoning and trying to sell Smart Bands for the Elderly.

Empowerment Fund: The Ward Councillors Empowerment Fund is available again.

Parish Councils are being invited to come up with a project and apply for this money. It will run for an 18-month period to 30th September 2020.

Draft Consultation on Care and Support: A consultation to bring everyone in line with what they should be receiving. In very few instances people are being overpaid for their care and support. Many are being underpaid. This consultation will bring this all into line. Ward Councillors reported that this is not a cost cutting exercise.

6. To receive updates on current matters: a) Play Area – Draft Expression of Interest:

Chairman reviewed the process so far. The Draft Expression of Interest document had been produced and circulated. All agreed that the Clerk could now submit the document to B&NES Council as the next step.

Site Meeting: On the day of the Site Meeting delegates arrived to find someone exercising their dog at the Play Area. B&NES have advised better signage. Advice will be sought from Public Rights of Way in relation to Dogs on site and the Footpath. Mr R Hill will design a sign.

Scramble Bikes: It had been reported to the Clerk by residents near the Play Area that a scramble bike had been seen riding around the Play Area. At the time of the Site Meeting the damage that the bike had caused was evident. It was agreed that the main gate to the Play Area would be closed and padlocked.

Weekly Inspections: The liability of paying a parishioner to carry out the Weekly Play Inspections was explained. It was agreed that the Parish Council would now undertake the inspections. The Parish Councillors will be Mr R Hill, Mrs J Tibbs, Mr N Pushman and Mr I Batchelor. The changeover date will be December 2019. Thanks were extended to Shirley Edwards for her work carrying out the Weekly Inspections.

It was agreed going forward that the Parish Council would pay GB Sports to carry out the Quarterly Inspections of the Play Area at a cost of £65.00 per visit.

Works needed following Site Meeting: Parish Council agreed the works raised by GB Sports at the Play Area. There is some woodwork and soil moving works to be carried out. D Winstone will be asked if he would carry this out. D Winstone will also be asked about the provision of a bench to go in front of the bench seat.

Parish Council agreed to obtain prices for equipment for toddlers to be installed. At present there is nothing for the toddler aged children. GB Sports advised that basket swings could not be incorporated on the Multi Play Equipment.

b) Planning Training: Approximately 20 delegates attended from South Gloucester and B&NES Councils. This Planning Training Course is one of the most popular ran by ALCA. It was reported that the Planning Departments do value the local information from Parish Councils. **Clerk** to circulate the slides from the Course.

c) Bank Account: The Parish Council Account with new bank Nat West is now up and running. A formal complaint has been lodged regarding the issues and problems experienced whilst trying to open the new account.

d) Risk Register: The Risk Register has been started. Clerk has a Risk Register for the Parish Council which will now be updated and completed and additional information will be added if needed.

e) Consultation on Draft Care & Support Charging and Financial Assessment Framework. Reported at item 5.

7. Matters for Discussion/Decision: b) Richard Jones Foundation Trustee: Due to a Trustee retiring a vacancy has arisen. Parish Councillors were asked to let the Clerk know if they would like to fill the vacancy. The Trust has a small pot of money which many in the Parish could benefit from but are not fully aware of it. **Mrs Tibbs** will e.mail information about the Trust to everyone.

c) Bristol Airport Consultative Committee Appointment: Mr R Hill attended. There was no-one in attendance from B&NES area. It was reported that the drop off car park cost had risen to £3. This had caused long queues. A free one-hour parking zone had been opened at the Silver Zone car park. A courtesy bus will take you to the Terminal. There is a New Routes Airport Transport Forum. The next meeting takes place on 22nd January 2020.

8. Reports: a) Clerks Update Report: War Memorial: Clerk to obtain a quote from Stone Mason ref Asset Insurance. It was reported that the Truespeed Banner had now been taken down.

Neighbourhood Plan: Clerk has received from B&NES a copy of the validation letter for the submission of the Neighbourhood Plan. The letter reports that B&NES Local Planning Authority are satisfied that the plan proposal as submitted on 1st October 2019.

As a general rule it takes approximately 6 months for NDPs to proceed from the Regulation 16 consultation through to being made by the LPA. Details of the next steps and approximate time scales were also received. It was decided to keep the Dropbox Account open for another year should the Neighbourhood Plan details be required.

Village Seat & Parish Noticeboards: No progress on these at present.

Speedwatch: No further progress since registering the Parish Councils interest online.

Policies: Editorial amendments have been made and the Policies have been put together in a handbook held by the Clerk and uploaded onto the web site (<http://stantondrewpc.co.uk/>).

Dead Trees/Bank at The Orchard: Still no update on this. It was suggested to contact South Western Power as their power lines run through the overhanging trees.

Public Rights of Way: A local parishioner who raised concern about the PROW Team accessing land to repair a broken bridge was incorrect in thinking that the Footpath was on land belonging to them.

Sheila Petherbridge PROW kindly made contact and reported her proposals.

Various tasks have been completed by Bath Ramblers. The Bridge Board at Utcombe Farm by Kelston Sparks has been replaced. Two posts have been straightened and re-set in Stanton Drew.

A group helped clear Featherbed Lane (Opposite Mutts with friends), this is now clear all the way along.

The two footpaths reported to PROW as being overgrown in Stanton Drew, which one crosses private land and the other runs alongside a private property, PROW have reported that if these paths are not on the definitive map then B&NES are not responsible for them and the owners could close them at any time.

Training: The Clerk sent an e.mail of thanks to Deborah White at ALCA who ran the 'Being a Good Councillor' Training.

Play Area Seminar: Clerk attended this Seminar. There was a representative from Chew Magna Parish Council in attendance. The Course was very informative and a lot of information was gleaned from GB Sports who hosted the seminar. There was a part which covered Wooden Equipment and the problem areas to look out for. Much was learnt regarding correct height of equipment, how long play inspection reports should be kept for, how often to have inspections and who should carry these out.

Allotment: A Member of the Parish has made an enquiry regarding any vacancies at the allotment site. Clerk has informed him that details will be retained on a waiting list.

Currently all tenants have indicated that they wish to keep their plots. It has been noted that some are still not working them. The Tenancy Agreement does state that the "Allotment Garden shall be kept clean, decent, in good condition and properly cultivated." Clerk to check who owns the dismantled shed.

Defibrillator: Clerk to progress the changeover of Guardianship.

Replacement Rubbish Bins: No update on Replacement Bins which were requested for locations at the Cricket Pitch, and opposite the Druids by the Bus Stop. Clerk to chase up and copy in the Ward Councillor.

Parish Council Notes: Parish Council notes were sent to the Parish Mag and Chew Valley Gazette. It was noted however that Stanton Drew & Norton Malreward have been mixed together. Clerk contacted the Gazette who reported a slight confusion with the Parish Council notes and a few mistakes had been made. They apologise for this. They have also said that because they receive so much from Parish Councils can notes be kept to a minimum.

Correspondence: Weekly Road Reports are sent to all Final Consultation on Baths Clean Air Zone circulated.

A revised Policy for Gifts and Hospitality was received from the Director of Legal and Democratic Services B&NES along with guidance on bullying and harassment. This was sent to the Chairman.

Notes from the Chew Valley Forum Meeting were circulated.

b) Notes from Parishes Liaison Meeting: Not attended.

9. Planning: Planning Application to consult: No applications received.

Planning Outcomes: None to report

10. Financial: Payments to make were proposed by Mr Batchelor and seconded by Mr Hudson.

Payments to be authorised over £100.00

Filers Coaches	October Surgery Coach x 5 weeks	150.00
Mrs J Bragg	Salary for November 2019	745.58
Mr D Lucas	Allotment & Play Area Grass Maintenance	300.00

19/79

Payments to be authorised:

RDR Stevens & Son	Hedgecutting at Play Area	48.00
ALCA	Planning Training	50.00
S Edwards	5 Weeks Play Area Inspections October 2019	60.00
ALCA	Playground Inspection Seminar	20.00

Receipts to note: None to note

11. Items of Report to carry forward to the next Meeting. A) Risk register.

B) Draft Budget Proposal. C) Finance Report.

D) K.Sparks Planning – 19/04777/VAR

E) Footpath to the Roundhouse.

12. To Note Future Meetings: Chew Valley Forum Meeting: Monday 25th November 2019 – This will be the Forums AGM. Mr Batchelor and Mr Hudson to attend.

DATE OF NEXT PARISH COUNCIL MEETING: Tuesday 3rd December 2019