

**MINUTES OF A REMOTE MEETING OF
STANTON DREW PARISH COUNCIL
HELD ON TUESDAY 6th APRIL 2021 7.30 P.M.**

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

1. Public Participation: There had been no requests from Members of the Public to join the meeting. All concerns have been dealt with in Clerks Progress report.

2. Apologies for Absence: There were no apologies to note, all Parish Councillors were present.

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

4. To confirm the Minutes of the previous Meeting held on Tuesday 2nd March 2021: After being circulated and read it was proposed Mr R Hill and seconded Mr I Batchelor that the minutes be signed as a true and accurate record.

Neighbourhood Plan: Since the last Parish Council Meeting the notice of our Neighbourhood Plan Referendum has been received. Parish Councillors were reminded that they are now officially in what is known as "Purdah", a "pre-election period" and although are able to go about normal business they must remember that there are specific restrictions as a Parish Council and as Councillors regarding communications about the Neighbourhood Plan.

The Parish Council are aware that there are a number of social media communications regarding Stanton Drew Neighbourhood Plan. **Therefore we encourage every parishioner to go online where possible (or contact B&NES if that is not possible) and read the "Referendum Draft" version of the Neighbourhood Plan.** That is the version on which the referendum is being held.

Residents can follow the link to it on the Parish council website <http://stantondrewpc.co.uk> the Neighbourhood plan website <http://www.stantondrewpnp.co.uk> or Bath and North East Somerset website <https://beta.bathnes.gov.uk/sites/default/files/2021-03/Stanton%20Drew%20NDP%20-%20Referendum%20Version.pdf>

All other relevant associated and supporting documents can be viewed here: <https://beta.bathnes.gov.uk/policy-and-documents-library/stanton-drew>

The Referendum Draft version of the Neighbourhood Plan is 70 pages to the appendices. It is only the policies in a neighbourhood plan that are referred to in the consideration of planning applications and for the ease of reference part 3 of the document (pages 41 to 60) contains the policies, 12 in total.

Residents in the Parish that are entitled to vote will receive a polling card. If you are not registered to vote you can still do so. The referendum will ask the question: *'Do you want Bath & North East Somerset Council to use the Neighbourhood Plan for Stanton Drew to help it decide planning applications in the neighbourhood area?'*

Use your vote, either 'Yes' or 'No' to express your preference on this. If there is a majority 'Yes' vote (i.e. 51% or over) then Stanton Drew Neighbourhood Plan can be brought into legal force by Bath and North East Somerset Council. Thereafter the policies within Stanton Drew Neighbourhood Plan will be used (in addition to the existing planning policies in the National Planning Policy Framework and in the Bath and North east Somerset Council Local Plan) when determining planning applications. If anyone has any questions regarding the Neighbourhood Plan then please contact one of your Parish Councillors or a members of the Neighbourhood Plan team.

5. To receive an update on District Matters from Ward Councillor: The Asset transfer of the Play Area to the Parish Council is on hold. Cllr Dine Romero has stepped down as Leader of B&NES Council. An e.mail had been received from Highways following requests to lower the speed on the B3130. The points of concern are subject to Points criteria. Depending on Score Ranking it may be the case that Highways can progress with a review of the locations on the B3130 in 2022/23.

Precept Percentage: It had been noted that the Parish Precept listed on Council Tax Bills received was 3.3% on discussion it was noted the reason is because the Taxbase has reduced from last year. So although the amount of Precept raised only increased by 2%, that precept is spread over fewer chargeable dwellings so the Council Tax charge has risen by a larger amount. The Council Tax bills

are required to show the percentage increase in the Council Tax charged in respect of the Precept set by the Parish. This is calculated by dividing the Precept amount by the Taxbase to give the Band D equivalent charge.

A Parish Councillor reported to the Ward Councillor that he had read a newspaper article regarding an 8 day rule for Councils to clear litter from the Highway.

6. To receive updates on current matters: a) War Memorial Update: The site has been cleared. The roadside wall had collapsed and was subsequently taken down to ground level and will be re-built. This will take costings over-budget. It was confirmed that the Village Hall Committee had still pledged to donate a sum of money to the War Memorial. A revised layout drawing had been drawn and circulated. The original ramp location had now been taken away as the ramp will not be required with the new level. Building works on the wall will now be given the go-ahead. The revised plan will be submitted.

It was agreed that there will be 50 signed prints of the commissioned work also available to be sold at £50.00 per print, being proposed (NP) and seconded (IB). A write up on the War Memorial is on page 71 of the Mendip Times. Clerk to contact the Community Trust.

b) Play Area: Clerk extended thanks to those who continue to inspect the Play Area. The works list still remains to be completed. The Inspection Report completed in January has now been received with no High Risk elements.

c) The Surgery Bus: The Coach Company have been contacted with suggested alternatives to days/routes on which the Surgery Bus could run. These options are being considered.

d) Allotments: No update to offer.

e) Neighbourhood Plan: See Note at the beginning of the meeting.

f) Richard Jones Trust: The new trustees had considered their first application and submitted their response. The next meeting takes place on 26th April 2021.

g) Update on Footpath Signs: 12 new footpath signs have been put up. It is felt that more could possibly be put up. It was agreed to wait and see what the response is to the current signs first. Clerk noted a list of potential new locations.

7. Matters for Discussion/Decision: a) To Agree revised Plans for the War Memorial: The Parish Council unanimously agreed to the submission of the Revised Drawings.

b) Annual Parish Meeting: It is hoped to hold this on May 23rd as long as the Road Map out of the Lockdown continues to be positive.

c) Stanton Drew Parish Council Name change/Logo: Clerk read out an e.mail from a Parishioner regarding the Name Change of the Parish Council. Following further discussion it was agreed that this idea would not be pursued.

d) Council Tax: Discussed at item 5.

e) Remote Meetings: Clerk circulated an e.mail regarding the government not extending the legislation to allow Local Councils to continue to hold remote meetings. Parish Councillors were asked to respond to the call for Evidence via the link given.

8. Reports: a) Clerks Update Report: Members of the Public Concerns Raised: Overflowing Bin: The Rubbish Bin by the Primary School was reported to B&NES.

Remains of a Cooker dumped along Pensford Lane were reported via Fix My Street.

Play Area: A weekly inspection carried out by a Parish Councillor highlighted a full bin at the Play Area. Clerk reported.

School Warning Sign: Clerk reported. This has now been put back up.

Fly Tipping: Clerk was alerted to fly tipping of 30-40 Christmas Trees which had been tipped in a farmers gateway on the B3130.

Landslips at the Causeway: Clerk has received an update as follows:-

The Council's highway maintenance team are aware of the areas of soil that have slipped from the sloped raised footway on to Upper Stanton. We are currently working in partnership with our term contractor Volker Highways to organise the ground investigations to enable a permanent soil stabilisation scheme to be designed and implemented. On completion of the investigations we will be able to give an update on the soil stabilisation solution and programme. In the meantime we are monitoring the slope and the raised footway regularly to ensure it remains safe to be open to the public.

Railings on the Causeway: A kind Parishioner has volunteered and spent two 12 hour days removing the paint off of the galvanised railings on the Causeway. Being galvanised they do not need painting.

Litter Picking: The next Great British Spring Clean 2021 is scheduled for 28 May - 13 June 2021

Overgrown Hedge; An 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. Still await re-painting.

Pot Holes & Bad Road Surface from junction of Upper Stanton Drew to Tarnwell, Clerk has reported again.

Footpaths: A footpath by Kelston Sparkes site was reported to PROW as it was blocked by a fallen tree. The footpath at Bye Mills which runs through a property appears to have been diverted. The owners have altered the line of the footpath so that walkers have to walk along the river bank at the bottom of their garden. Knowle Angling have complained saying that they cannot fish with people walking so close to them because of the danger when they cast their lines. PROW have had a look and reported that they have temporarily diverted the path with an old washing line. There is a large volume of people through there at present due to the Pensford Circular walk that has been published. It will be left for the time being but checked on again if the diversion appears to develop into something more permanent. Clerk was asked to respond to PROW as the Parish Council are not happy with this response. The Water Bailiff and Knowle Angling highlighted the issue.

Mud on Road: Following the report of mud washed onto the road on Stanton Wick Lane, thought to be caused when the culvert becomes blocked, a small channel has now been dug to divert the water into the gully. The farmer has now re-built the Culverts.

Footpath at Stanton Wick: No update has been received regarding the Diversion Package.

Stone Circle: The Clerk was informed at the meeting that the Stone Circle is now open.

Census: Census Day took place on Sunday 21 March 2021. Did everyone complete theirs? There were representatives in Stanton Drew checking, and if you hadn't you could be liable for a fine.

Clerks Training: Clerk attended the Year End Accounts & Audit Training Session on 11th March 2021. It was just short of a two hour session. The Tutor ran through the completion of the Annual Return. An informative session. All agreed that the AGAR Form does not get easier each year.

Phone Box Stanton Wick: A resident is concerned that the Noticeboard in the box cannot be read because there are so many books in there at the moment. A suggestion was made that people take away the equivalent of books that they donate. If anyone has or knows of a 3 shelf book shelve that could be put in the box to help.

Odd Jobs: Countryside Code Signs: The first 12 have been put up at locations agreed at the March Meeting.

Play Area: The Old Bench which is decaying needs dragging out and taking away.

Correspondence:

Precept: Confirmation of the Parish Councils precept requirements for the next financial year has been received.

Referendum Notice: The Referendum Notice for the Neighbourhood Plan was received and put up on all of the noticeboards in the Parish.

Election Notices: The following Election Notices were added to the Noticeboards. Notice of election for the West of England Mayoral election, Notice of election for the Avon and Somerset Police and Crime Commissioner election, Notice of candidate address.

Payroll Services: Clerk has been informed that the Payroll Services from April 2021 I will be using a different payroll software, this is because there have been some issues with their current software over the last 12 months. The new software will allow a better service and include additional features. Pay reports will be stored in one place and accessed via a secure log in process. The storage facility is encrypted and more secure than before because the pay reports are not being sent via e.mail. The Storage facility is GDPR Compliant.

Audit 202/2021: External Auditor Instructions have been received from the External Auditor PKF Littlejohn. Clerk will now start the Audit process.

Councils Leadership Announcements: Councillor Dine Romero has announced that she is standing down as leader of Bath & North East Somerset Council and of the council's Liberal Democrat group Councillor. Deputy council leader Councillor Richard Samuel will carry out the council leader's duties in the interim until a new leader is elected at the council's Annual Meeting in May.

Came & Company Insurance Renewal: Details for the Insurance renewal due in June have been received. The alteration possibly needed is the cost of the War Memorial.

b) Parish Liaison Meeting: Clerk circulated the notes prior to the meeting. Issues had been reported regarding Fix My Street. If anyone has problems with this please contact Connecting Communities.

9. Planning: Planning Applications Received: There had been no applications received. A parishioner had reported a possible planning breach to a Parish Councillor and the Clerk. Clerk will raise an Enforcement Issue with Planning and report back.

Planning Outcomes Received: 21/00105/FUL Ottery Villa Sutton Road Chelwood. Erection of Single Storey Extensions. **PERMIT**

21/00108/FUL Bromley House Bromley Road Stanton Drew. Single storey Timber Orangery. **WITHDRAWN**

21/00124/FUL The Sidings Upper Stanton Drew. Erection of two storey and single storey rear extension, front porch replaced with a single storey extension and reconfigured pitched roof over existing flat roof and garage. **PERMIT**

20/02699/FUL Bromley Mount, Bromley Road Stanton Drew. Erection of replacement Dwelling (Resubmission) **PERMIT**

20/04975/FUL Quoit Farm Stanton Road. Extension to Agricultural building to house cattle. **PERMIT**

21/00490/FUL Indalo Upper Stanton Drew. Provision of loft conversion including raising existing ridgeline. **PERMIT**

10. Financial: Payments to be authorised over £100.00 Proposed (JB) Seconded (MJ)

Mrs J Bragg	Salary for April	717.87
D M Payroll Services	Administration of Payroll 21/22	120.00
N Clutterbuck	Stanton Poppies Prints/Original Artwork/Postcards	1835.00

Payments to be authorised:

Mrs J Bragg	Imprest Use of Home as Office	18.00
Mrs J Bragg	Postage	3.96
Mrs J Bragg	Zoom Licence Monthly Charge	14.39
HMRC	Clerk NI & Tax	46.52

Receipts to note:

11. Items of Report to carry forward to the next Meeting: Clerks Appraisal, Annual Meeting, War Memorial, Allotments, Toll House.

Concerns had been raised by a Parishioner to a Parish Councillor regarding the signage by the Toll House. As this was not on the agenda Clerk has not Minuted the notes. It will be added to the Agenda for discussion at the May Meeting.

12. To Note Future Meetings:

DATE OF NEXT PARISH COUNCIL MEETING:

Tuesday 4th May 2021