

**MINUTES OF AGM/ANNUAL & MONTHLY MEETING
OF STANTON DREW PARISH COUNCIL
HELD ON TUESDAY 3rd May 2022 7.00 P.M.
AT THE VILLAGE HALL SANDY LANE STANTON DREW**

Present: Chairman: Mrs L Richardson Vice-Chairman: Mr J Hudson
Mrs J Tibbs, Mr I Batchelor, Mr M Jones. Cllr K Warrington. Clerk: Mrs J Bragg

AGM Meeting:

1) Chairman's Report : The Chairmans report had been circulated to all Parish Councillors before the meeting. It was accepted.

2) Financial Report to 31st March 2022: Clerk circulated the un-audited Excel Income & Expenditure Spreadsheet. The Parish Council had started the Financial Year with a balance of £15,175.00 and closing balance at 31st March 2022 of £5722.93

Annual Meeting:

1.a) Appointment of Chairman: Mrs L Richardson was proposed (JT) and seconded (MJ) to the Position of Chairman.

b) Appointment of Vice-Chairman: Mr J Hudson was proposed (LR) and seconded (MJ) to the position of Vice Chairman.

2. Signing of Declaration of Office: Duly signed.

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

4. Apologies for Absence were received from Mr R Hill and Mr N Pushman.

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

6. To confirm the Minutes of the previous Meeting held on Tuesday 5th April 2022: After being circulated and read the Minutes were proposed and seconded by all present and signed as a true and accurate record.

7. To receive an update on District Matters from Ward Councillor: Further updates on a Lighting Application in Stanton Drew were given.

8. Appointment of Representatives: Parish Liaison - LR, JH, JB. PCAA – RH.

ALCA Various: LR, JH, JB. Flood Reps for Rivers, Watercourses & Drainage: MJ & JT.

Defibrillator Guardian – JT. Staffing Panel: LR, JH. War Memorial: NP. Village Hall

Committee – MJ. Chew Valley Forum: LR, JH, JB. Allotments – JH & RH. Cemetery – JH &

MJ. Web Site Controller: LR & IB. Play Area – JT, RH, IB, NP. Highways & Public Rights of

Way: JH & MJ. Confirm Cheque Signatories: JT, RH, JH & LR.

Emergency Plan: A Councillor asked if the Parish had an Emergency Plan, and if not then maybe the Parish Council could consider producing their own. This topic will be added to the June Agenda. Clerk will look into this further before the meeting.

9. To re-adopt Parish Council Standing Orders and Parish Council Procedures: The Standing Orders and Parish Council Procedures remain the same and can be viewed on the Parish Council Web Site. Parish Council re-adopted en bloc.

10. To receive updates on current matters: a) Play Area: The ROSPA inspection is due in June 2022. The Bark area will be cleared and re-seeded when there is a sign of rain. The Sand Pit will be filled in and grass seed put down in its place.

b) The Surgery Bus: Clerk to contact the Surgery.

d) Allotments: The finished new signs were circulated. These will now be put up. Advice has been taken as to the correct seed mixture to plant on the newly cleared bank at the Allotments. This will be sown around the end of August.

11. Matters for Discussion/Decision: a) War Memorial – Road Closure, Plaques & Centre Stones: Clerk to start the Road Closure procedure for November. The Vicar will lead the service which will start pre 11am in the Church.

The Village Hall will be open after the service for Tea & Coffee.

Parish Council agreed to ask Stone Mason to take off the Red Poppy and staple fixing from the War Memorial and make good the stone where it has been fixed. The Parish Council expressed their wish for no items to be added to the War Memorial. The Poppy Wreaths etc will now be removed.

Centre Stone: Comments were noted that the Centre Stone looks shorter than originally thought. It would be impossible for it to be altered now and Planning would have to be consulted. Parish Council agreed to leave it as it is as many compliments have been received.

b) Agree cost of seed for Allotment Gardens. Agree the Siting of a Poly Tunnel on an Allotment Plot: The Parish Council agreed the cost of Seed for the Allotments up to £100.00.

A request for the siting of a Poly Tunnel on a Tenants Plot had been received. After consideration and discussion with the Landowner it was agreed that this could go ahead.

c) Flower Show Trophy: There is to be an Allotment category at the Flower Show each year. The Parish Council will provide a Cup, Trophy or similar. Parish Council agreed a cost of up to £50.00.

d) Parish Magazine: Parish Council heard that the Hall Committee are subsidising the cost of the Parish Magazine for the next six months so that it is distributed to each household in the Parish. It is hoped this may encourage more parishioners to purchase the magazine. Parish Council asked if the Magazine could be put back on-line as it was during Lockdown.

e) To agree Clerks Backpay as per NALC Salary Award April 2021: NALC have now approved the Salary Scales for Clerks as of April 2021. An increase of 24p per hour for the Clerk was approved. Clerk will inform the payroll.

12. Reports: a) Clerks Update Report: Bromley Road Drainage Works: Updates will be received from B&NES as and when available.

Interment at Church Yard: Mr Jones & Mr Hudson cut the grass at the Churchyard prior to the Interment of a late Parishioners ashes.

Poppy Prints: 5 remain to be sold.

Richard Jones Foundation: The Trustees attended the meeting on Monday 11th April 2022. See agenda item 12b.

Fly Tipping: Clerk has reported to the Environment Agency the tipping over the bridge on Sandy Lane.

Audit 2021-2022: Clerk has made contact with our Internal Auditor; the spreadsheet has been sent across along with all other accounts information.

Play Area: Clerk has been notified that the next ROSPA inspection of the play area is scheduled to take place during June. The Annual Inspection is £70.00

Tyres: A parishioner has complained about unsightly tyres placed at the entrance to a property in Stanton Drew. As it is Private Land the complainant has been advised that the Parish Council cannot help.

New Road Hatchings Upper Stanton Drew: Clerk has asked the Highways Officer at B&NES why the Parish Council don't appear to have been consulted about the new road markings. Clerk has received complaints from Parishioners about how unsightly the school red triangle ones are. Highways have asked the Clerk to get in touch with the Traffic Management Team at B&NES as it is their department.

Stones at the edge of the Highway: A Parishioner reported to the Clerk a grass verge had been removed and edging stones had been put in place to deter parking outside of the property.

Clerk was asked to clarify if it was Highway Land or private and can this be done as it could possibly pose a possible danger. Clerk has taken this up with Highways and awaits a reply back.

Parish Road Signs: Clerk has contacted the Highways Officer and reported that nearly every sign in the Parish is either faded, damaged, facing the wrong way or bent in the wrong position. Clerk was advised to report each individual sign on Fix My Street and they will be assessed in order of priority.

Old Tarnwell: The sign in Old Tarnwell is in need of replacing, the paintwork has gone completely. Clerk is consulted with a resident as to what replacement they would like as the sign is on their wall and was told that they actually have an original replacement and will be putting it up soon.

Footpath Direction Signs: The Footpaths Officers have been asked to replace Footpath Direction Signs on Footpaths near Church Farm.

Footpath Gates: PROW have been contacted regarding Footpath Gates towards Byemills. It was noted that many who walk this footpath are leaving gates open and allowing dogs to run free and not keep them on a lead when they are walking through the fields of sheep. It was reported at the meeting that the Gate by Brook Cottage is actually fine, the Country Code sign needs putting back up. It is the next gate in towards Byemills which needs attention.

Our PROW officer from B&NES has been very active at surveying our footpaths recently. She does report that the path to the rear of Nuholme and the Carpenters Arms were looked at, particularly CL18/22 across to Wick Lane. The stile referred to in the report put together by our footpaths officer is at the back of Nuholme on CL18/21 which is in dispute. It is a path that PROW cannot make progress on as it needs a diversion order.

PROW report that all is now up together with everything possible in Stanton Drew parish. Although concerns remain about the path through Bromley Mount CL18/15A where the new house is being built as the path has been pushed down to the hedge in front of the house. This will be monitored.

Footpaths Officer Grant: Clerk has raised an invoice for B&NES PROW to claim the Footpaths Officer money for the next financial year. (£915.81)

Defibrillator: Another successful Defibrillator Check is complete. The Village Hall Committee have been made aware of some rubbish around the access area to the Defibrillator.

Woodford Lane, Chew Stoke: A temporary closure notice has been received in relation to Woodford Lane Chew Stoke. There will be a road closure North of an existing field gate at the southern end of Woodford Lane which is an access to Bristol Water Lane. Works will be undertaken on Tuesday 31st May for a maximum period of 6 months.

Affordable Warmth Grant: There will be a webinar on Wednesday 11th May at 6.30pm. Hosted by the Climate and Environment Sustainability Team, B&NES explaining the support that is on offer to those facing Fuel Poverty and outline the new Affordable Warmth Grant offer for those on low incomes, living in low energy rated homes with oil or electric heating. More details and the registration link can be found here:

<https://beta.bathnes.gov.uk/webinar/low-carbon-affordable-warmth-information-session>

b) Richard Jones Charitable Trust Report: The Richard Jones Charitable Trust started in 1692. The income of the charity is primarily to promote the education of persons under the age of 30 who are resident in the area of benefit which are the parishes of Chew Magna, Newton St Loe, Stanton Drew, Stanton Prior and Stowey-Sutton. The trustees meet twice a year to consider applications.

The Trustees had attended the meeting in April in Newton St Loe. The majority of applications were Chew Magna based. Trustees for Stanton Drew Parish will be raising awareness of the Foundation. Grant Application Forms can only be obtained from a Trustee. Please contact Parish Clerk for further details.

13. Planning: Planning Applications Received: None to discuss.

Planning Outcomes Received: 21/05683/FUL Bromley Mount Bromley Road. Erection of 4 bed dwellinghouse. REFUSE

14. Financial: Payments to be authorised over £100.00

Mrs J Bragg	Salary for May	717.67
D Malley	Payroll Services 2022/23 Financial Year	120.00
ALCA	Annual Subscription 2022/23	194.11

Payments to be authorised:

Mrs J Bragg	Imprest Expenses	41.99
HMRC	Clerk NI & Tax	43.40

Receipts to note:

Parishioner	Poppy Print Purchase	60.00
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15. Items of Report to carry forward to the next Meeting: Emergency Parish Plan. Surgery Bus. Play Area. Accounts. Clerks Appraisal. August Meeting.

16. To Note Future Meetings:

DATE OF NEXT PARISH COUNCIL MEETING: Tuesday 7th June 2022