

MINUTES OF THE STANTON DREW PARISH COUNCIL MEETING HELD IN THE PARISH HALL ON THURSDAY 3RD MARCH 2016 AT 7.30 PM

PRESENT: Cllr. J Chubb-Whittle (Chair), Cllr. M Elsbury, Cllr. J Hudson, Cllr. M Naunton, Cllr. G Roscoe, Cllr. J Swift, Cllr. D Winstone, Ward Cllr. K Warrington, Mr E Wienburg (TrueSpeed) and five parishioners.

16/15 – APOLOGIES FOR ABSENCE

There were no apologies for absence received.

16/16 – CODE OF CONDUCT – DECLARATION OF INTEREST

There were no declarations of interest received.

16/17 – URGENT BUSINESS AS AGREED BY THE CHAIR

There were no urgent business requests received.

16/18 – BROADBAND PROVISION – AN UPDATE

Mr E Wienburg of TrueSpeed, a local company set up to provide better and faster broadband speeds, gave a progress report. He stated that the company has access to the recently installed 'Hibernia' network and the 'Western Power' poles which will greatly reduce the need for future excavation work and help to reduce costs.

The required finances have been secured to start the installation work in the very near future in the Parish of Priston and they will be completed by April 2016. Installations in the Parishes of Bishop Sutton and Chew Stoke will be next, followed by Stanton Drew.

Truspeed are asking/encouraging parishioners and business' who wish to be part of this guaranteed improvement in broadband speed to contact them and sign up to a 'Conditional Contract' which will cost £47.50 per month.

Following questions and answers Mr Wienburg was thanked for his presentation.

16/19 – MINUTES OF THE LAST PARISH COUNCIL MEETING

The Draft Minutes, having been previously circulated to the parish councillors, were agreed and signed as a correct record.

16/20 – THE NEIGHBOURHOOD PLAN – UPDATE

Cllr. J Swift, the chair of the Neighbourhood Plan Steering Group, reported that a morning workshop and an afternoon drop-in reference the production of the Parish Design Statement would be held on 5th March 2016. Subsequent to a visit to the local primary school and with the agreement of the headmaster, the older children would now be permitted to complete and return the pending questionnaires, which will be circulated in the very near future.

Cllr. J Chubb-Whittle reported that a parishioner had been requested, by B&NES, to remove or close down a Facebook Group due to the nature of the accusations and comments made concerning Neighbourhood Plan Steering Group members. Cllr. Chubb-Whittle has subsequently taken legal action advice and is in ongoing discussions with Facebook.

16/21 – ACTIONS AND UPDATES FROM THE LAST PARISH COUNCIL MEETING

Possible conflict of interest – Dual membership – It was reported that officials of both B&NES and ALCA had confirmed that the 'Declaration of Interest' requirement of members of the Steering and Working Groups of the Neighbourhood Plan Team adequately satisfied the legalities of membership, there was no reason therefore that they could not also be members of SWAG simultaneously. This minute would now be deleted.

Re: The Play Area Sub Group – It was reported that the group set up to assess possible future repair requirements would be meeting on site on 13th March 2016.

Re: The blocked stile and PROW at Stanton Wick – Unfortunately the solution to this problem can only be resolved by an agreement between the relevant land owners and B&NES which is proving to be very difficult to achieve.

Re: Defibrillator and First Aid Training – It was reported that the clerk/defibrillator custodian had attended a training refresher course. The chair reported that discussions with B&NES had been held reference First Aid Training provision, the content, the costs, the numbers of attendees required and the number of sessions required was being assessed.

Re; The fitting of anti-slip material to wooden PROW foot bridges – It was reported that the group set up to investigate had not yet met.

Re: The War Memorial site – Cllr. M Elsbury reported that he would provide a model of the working groups' proposals for discussion at the next meeting, meanwhile research into any missing names that should be on the memorial continues. If any alterations/additions are agreed then it was hoped that the work could be completed by 2018, which will be the 100 years anniversary of the end of the First World War.

Re: Future Play Area Equipment Inspections (From 1st April 2016) – The clerk reported that Council's Insurer has stated that annual inspections must be carried out and recorded. ROSPA have quoted a charge of £66.50 to carry out the inspection, B&NES have quoted a charge of £100.00. It was agreed to ask ROSPA to carry out the inspections.

Re: The request for a Litter Picking exercise – It was reported that Mrs S Edwards had arranged a session for 4th March 2016 starting from the village church at 4.00 pm.

Re: The Ward Councillor's Grant – It was reported that specific quotation costs detail was required by the Ward Councillor before she could apply for the grant. These would be obtained as quickly as possible.

Re; The complaint received reference the intensity of the Parish Hall Carpark Floodlight – The clerk reported that the complaint had been reported to the Parish Hall Committee and they had agreed to investigate.

Re: Planning decisions to date

15/05213/FUL – Use of land at The Old Colliery Site as a mobile home park – Refused.

15/05388/FUL – Change of use to facilitate extension of coach parking at The Coach Yard – Withdrawn. The applicant has indicated that the application will be resubmitted with the view of gaining the cogent support of the Parish Council.

15/05356/FUL – Erection of a two storey side extension at 21 The Drive – No decision to date.

16/22 – NEW PLANNING APPLICATIONS

B&NES Planning Department required council's comments on the following new planning applications before the date of this parish council meeting. They had therefore been circulated to the parish councillors, their investigations and comments had been compiled, agreed, returned to B&NES, and are stated below.

16/00121/FUL – Mr & Mrs Denis-Meira – Erection of a linking porch and conversion of outbuilding into ancillary residential accommodation at Casa Moncho – Council support this application but make the following comments: - As there has been substantial development and intensification on this site in recent years and due to the fact that this development is outside of the Housing Development Boundary, if the Case Officer is minded to grant permission then planning conditions should prohibit/limit further development of the workshop/garage facilities to protect the openness of the Green Belt. Furthermore the development must remain part of the existing building and there should be no future raising of the roof elevations granted, again, to protect the openness of the Green Belt.

16/00364/TCA – Mr C Clutterbuck – To fell 1 silver birch at Church Lane Cottage (In the conservation area) – Council support – The tree is very close to the house, it is unfortunate to have to fell a native tree but the proximity to the house means it is potentially necessary.

16/23 – CORRESPONDENCE AND REPORTS

ALCA have advised of new arrangements that will come into being for the External Audit of Smaller Council's, which include their Accounts. Smaller Councils' are those with under £25,000 per year income. Councils can opt out of the existing system and find their own auditor if they so wish, however this will only be for two years as the Transparency Code requirement will then replace the existing External Audit requirements. The advice from ALCA therefore is to continue with the present arrangements short term.

B&NES Group of ALCA Meeting – 27th January 2016 – The chair and the clerk attended, relevant paperwork has been circulated.

The Chairman of B&NES Awards Evening – 4th February 2016 – Council's nomination for the Volunteer of the Year Section, Cllr. J Swift, the chair and the clerk had attended. There were 30 nominations in this section and unfortunately Cllr. Swift was not successful on this occasion.

Chew Valley Area Forum Meeting – 22nd February 2016 – The chair and the clerk attended, relevant paperwork has been circulated.

Parishes Liaison Meeting – 24th February 2016 – The chair and the clerk attended, paperwork had been circulated.

The Chelwood Bridge Rotary Club has invited nominations for their Annual Community Award. Closing date for nominations is 31st March 2016.

B&NES has acknowledged receipt of council's Precept Requirement Form.

Cllr. J Chubb-Whittle stated that that she had been successful in acquiring a second hand projector for council.

16/24 – THE PARISH COUNCIL WEBSITE

It was reported that Cllrs. M Elsbury and J Chubb-Whittle have assumed the responsibility for updating the site from Mr S Whittle. A huge thankyou to Simon for his sterling work over the last years in setting up and running the site for council.

16/25 – PARISHIONERS COMMENTS AND VIEWING OF PLANNING APPLICATIONS

There was no request to view the new planning applications, but a parishioner, Mrs E Richardson, stated that she thought there should be OPEN meetings, with public participation, reference new planning applications before council forwarded their comments to B&NES Planning Department. It was agreed that Mrs Richardson's statement would be discussed/debated more fully at the Parish Surgery to be held on 7th April 2016, the public would be so advised of the opportunity to contribute, via an agenda item which would be advertised on the noticeboards.

16/26 – QUALITY COUNCILS

The chair circulated documentation and briefly discussed a NALC/ALCA initiative known as The Local Council Award Scheme which exists to celebrate the successes of the very best council's, and to provide a framework to support all local councils to meet their full potential. There are three levels of compliance/competence required to achieve Quality Council recognition, the Foundation Award, the Quality Award and the Quality Gold Award.

It was unanimously agreed that council should work toward achieving the Foundation Award initially.

16/27 – FINANCE REPORT AND CHEQUES FOR SIGNATURE

The clerk reported that an invoice for the Neighbourhood Plan Website Domain for £44.00 had been paid between meetings. £60.00 had been received from the Surgery Coach Honesty Box, having been donated during the previous two months, and £330.00 in Allotment Plot Rents had been received from six plot holders, there are still seven plot rents not yet received.

Cheques for signature: -

Filer's Coaches	- Surgery Coach – (Jan £100), (Feb £100)	- £ 200.00
S Whittle	- Printer Cartridge	- £ 42.43
J Harvey	- Clerk's Salary – (Jan to Mar)	- £ 1,233.60
HMRC	- Tax due on Clerk's Salary – (Jan to Mar)	- £ 308.40
M Sherborne	- Cemetery Maintenance – (Oct to Mar)	- £ 225.00
S Edwards	- Play Area Inspections – (13 weeks to end of Mar)	- £ 156.00
Proposed: Cllr. J Swift, seconded: Cllr. M Naunton and agreed.		

16/28 – DATES OF THE NEXT MEETINGS

Parish Surgery - 7th April 2016 - 6.00 to 7.00 pm.

Parish Annual Meeting, Council's Annual Meeting / Parish Council Meeting – 12th May 2016-7.30pm.

_____ CHAIRMAN _____ DATE

The following agenda items were discussed 'IN CAMERA' after the Parish Council Meeting

16/29 – TENDERS FOR PARISH COUNCIL WORK – 2016/2017

Cemetery Maintenance – Two Tenders received:

Mr M Sherborne - £ 470.00 per year.

Mr D Lucas - £ 720.00 per year.

Proposed, seconded and agreed to accept the tender of Mr M Sherborne.

Grass Cutting at the Play Area – One Tender received:

Mr D Lucas - £ 750.00 for the year.

Proposed, seconded and agreed to accept the tender of Mr D Lucas.

Grass Cutting at the Allotment Site – One Tender received:

Mr D Lucas -£ 300.00 for the year.

Proposed, seconded and agreed to accept the tender of Mr D Lucas.

Play Area Inspections – One Tender received:

Mrs S Edwards - £ 12.00 per monthly inspection.

Proposed, seconded and agreed to accept the tender of Mrs S Edwards.

PROW Kissing Gates & Stiles Clearances – One Tender received.

Mrs S Edwards -£ 10.00 per hour.

Proposed, seconded and agreed to accept the tender of Mrs S Edwards – Up to a maximum of £500.00 in the year.

16/30 – ANNUAL REVIEW OF THE CLERK'S SALARY

The clerk left the meeting whilst this minute was discussed.

It was agreed to increase the clerk's annual gross salary by 1%, from £6,168.00 to £6,232.00, to start from 1st April 2016, in line with the budgeted proposal.

The clerk expressed his grateful thanks.

_____ CHAIRMAN _____ DATE

