

**MINUTES OF THE STANTON DREW PARISH COUNCIL'S ANNUAL
MEETING/PARISH COUNCIL MEETING HELD IN THE PARISH HALL ON
THURSDAY 12TH MAY 2016 AT 8.30 PM FOLLOWING THE PARISH ANNUAL
MEETING**

PRESENT: Cllr. J Chubb-Whittle, Cllr. M Elsbury, Cllr. M Naunton, Cllr. D Winstone and two parishioners.

16/29 – APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr's J Hudson, G Roscoe, J Swift and Ward Cllr. K Warrington.

16/30 – CODE OF CONDUCT – DECLARATION OF INTEREST

Cllr. D Winstone declared an interest in a planning application for Eastwick Farm which would be discussed as a later agenda item.

16/31 – APPOINTMENT OF A CHAIRMAN FOR THE ENSUING YEAR

The clerk took the chair and asked for nominations for the post of chairman. Cllr. J Chubb-Whittle was proposed by Cllr. M Naunton, but before proceeding Cllr. Chubb-Whittle stated that although still wishing to be actively involved, the past year had taken a toll on her health and personal life and she was therefore reluctant to accept the nomination. However, prior to the meeting she had discussed the situation with the incumbent vice-chairman and the clerk and had confirmed that she would be prepared to act as joint chair with another councillor as long as this was acceptable to the parish council.

Following discussion it was agreed that this was acceptable, and Cllr. M Naunton amended his proposal to proposing Cllr's J Chubb-Whittle and M Elsbury as joint chairs' for the ensuing year, the proposal was seconded by Cllr. D Winstone. There were no other nominations received. Cllr's Chubb-Whittle and Elsbury were prepared to accept the nominations and were unanimously elected. It was also agreed that they would decide who would chair the meetings.

16/32 – APPOINTMENT OF A VICE-CHAIRMAN FOR THE ENSUING YEAR

Cllr. J Chubb-Whittle took over the chair from the clerk and asked for nominations for the post of vice-chairman. It was agreed that subsequent to the decision taken to nominate joint chairs' there was no requirement to appoint a vice-chairman.

16/33 – APPOINTMENT OF COUNCIL'S REPRESENTATIVES

It was proposed, seconded and agreed that rather than identify specific representatives, working groups would be formulated as and when required.

16/34 – URGENT BUSINESS AS AGREED BY THE CHAIR

There was no urgent business stated.

16/35 – 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.

16/36 – THE NEIGHBOURHOOD PLAN – UPDATE

Cllr. J Chubb-Whittle reported that the next round of Parish Questionnaires would be circulated during the next few weeks. The first one will be a Housing Needs Survey which will be followed by information seeking on Business, Transport & Movement and Landscape and Facilities. The results/comments will be compiled and analysed by an independent collator and will then be used to prepare the draft policies

16/37 – ACTIONS AND UPDATES FROM THE LAST PARISH COUNCIL MEETING

The Play Area Sub Group – It was reported that the condition of the equipment had been inspected and no major repairs were required at present. Cllr. D Winstone agreed to investigate the report of heavy duty tape wearing away on the basket swing.

The blocked stile and PROW at Stanton Wick – There had been no progress made to date.

Defibrillator and First-Aid Training – It was agreed to delete this minute at present mainly due to a lack of interest.

Anti-Slip material on wooden PROW foot-bridges – It was agreed to delete this minute as attention was not required at present.

The War Memorial site – Cllr. M Elsbury stated that there was no up-date to provide at present, he was hoping to present a suggestion/proposal at the village flower show.

Play Area Equipment Inspections – ROSPA have stated that they will carry out the inspections in June 2016.

The Litter Picking Exercise – It was reported that a very successful, well attended exercise took place on 4th March 2016. This minute would now be deleted.

The Ward Councillor's Grant – The quotation costs for a Picnic table and a Grit Bin had been forwarded to the Ward Councillor.

The Parish Hall Carpark Floodlight – The clerk reported that a trial deflector/shield had been fitted but further work was required.

Re: Planning decisions to date

15/05356/FUL – Erection of two storey side extension at 21 The Drive – Permitted.

16/00121/FUL – Erection of linking porch and conversion of outbuilding into ancillary residential accommodation at Casa Moncho – Permitted.

16/00364/TCA – To fell 1 silver birch at Church Lane Cottage – B&NES have no objections.

Re: A parishioner's suggestion that OPEN meetings should be held prior to Council submitting their comments on planning applications to B&NES Planning

As agreed, the opportunity for parishioners to make comment on this suggestion at the Parish Surgery to be held on 7th April 2016 had been advertised – No parishioners had attended.

The dilemma's faced by Council are: - B&NES Planning asking for Council's comments within 21 days of notification and council's meetings are held bi-monthly which can therefore sometimes necessitate Council's comments being required before the date of the next parish council meeting. ALCA had been consulted for their advice/comment/guidance and they had confirmed that Council's present procedure was perfectly acceptable.

However, it was agreed that when the situation occurs, councillors should ensure that parishioners that live closest to the application site are informed of the application, their comments verbal or written should be sought and those comments should be circulated to all councillors and the clerk prior to the date which Council have to reply to B&NES Planning.

The parishioner who had raised the suggestion had been so advised of Council's future intentions. This minute would now be deleted.

16/38 – NEW PLANNING APPLICATIONS

16/01705/FUL – Ms. K Winstone – Erection of extensions and associated alterations to existing dwelling and erection of two storey carport/home office together with the creation of a new access following demolition of outbuilding at Eastwick Farm. Cllr. D Winstone declared an interest in this application. Council's comments to B&NES Planning were required before the date of this meeting, which are – Council support –As long as there is no elevation above the original dwelling height. It represents an improvement of the overall site, it is a high quality design and there is no noticeable change from the existing reference the view from the footpath or the road.

16/01717/FUL – Tia Filer's – Change of use to facilitate extension of coach parking and turning area (resubmission) at The Coach Yard. Council's comments to B&NES Planning were required before the date of this meeting, which are – A site visit and consultations with the applicant and his agent took place on 27th April 2016 – Council conditionally support but make the following comment – If the Planning Officer is minded to approve the application the Parish Council requests that the Officer makes complete removal of vehicles, including scrap, over and above the permitted quantity a planning condition, as was stated by the applicant would be carried out in his written application submission.

16/01827/FUL – Mr A Martin – Erection of new outbuilding/garage following demolition of existing garage at Greenhayes – Council made no comment at this stage as the planning application was still in circulation.

16/02235/FUL – Mr & Mrs Hurley – Erection of conservatory to rear at Brookfield – Council made no comment at this stage as the planning application was still in circulation.

16/39 – CORRESPONDENCE AND REPORTS

H M Pensions Regulator has asked for detail of Council's employees.

Grant Thornton the External Auditor had asked for Council's completed returns by 27th May 2016.

B&NES Group of ALCA Meeting – 13th April 2016 – The chair and the clerk attended.

Chew Valley Area Forum Meeting – 28th April 2016 – Cllr. J Swift attended.

Parishes Liaison Meeting – 11th May 2016 – The chair and the clerk attended.

Insurance Premium quotations have been received from two companies, renewal date is 1st June 2016. It was agreed to ask our present provider if they can offer a reduction in their premium quotation.

B&NES have replaced the litter bin opposite the school following a request.

The ivy has been removed from the bus shelter on the B3130.

16/40 – PARISHIONERS COMMENTS AND VIEWING OF PLANNING APPLICATIONS

A councillor reported that he had received a complaint reference an overhanging hedge located near The Triangle which had allegedly damaged wing-mirrors to a tractor and a milk-tanker.

16/41 – ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2016

It was proposed by Cllr. J Chubb-Whittle, seconded by Cllr. M Naunton and agreed that a YES answer should be provided to the questions asked in the The Annual Governance Statement (Section 1) and the figures in (Section 2) - The Accounting Statement should be agreed and so stated in the External Auditor's Return.

The clerk reported that Mr R Taylor had completed the Internal Audit.

16/42 – STANTON DREW PARISH COUNCIL – STANDING ORDERS

It was agreed to delay adopting the revised Standing Orders pending any comment from the absent councillors.

16/43 – FINANCE REPORT AND CHEQUES FOR SIGNATURE

The Clerk/Responsible Finance Officer reported that £40.00 had been received from The Surgery Coach Honesty Box having been donated during the previous two months. £210.00 had been received as Allotment Site Rents. £646.65 had been received as VAT Refund. £6,478.50 had been received from B&NES being the first half of The Precept/Grant. £830.77 had been received from B&NES for the PROW Clearances Agency Agreement and £5,000.00 had been transferred between accounts to balance.

Cheques for signature: -

ALCA	- Annual Subscription	- £ 143.03
NALC	- LCR Annual Subscription	- £ 17.00
Filer's Coaches-Surgery Coach (Mar. £125) & (Apl. £100)		- £ 225.00
D Lucas	- Play Area Maint. (£93.75 & £187.50), Allot. Maint. £100.	- £ 381.25
S Edwards	- Four weeks Play Area Inspections	- £ 48.00
S Whittle	- Electrical equipment for the projector	- £ 11.98

Proposed: Cllr. M Naunton, seconded: Cllr. M Elsbury and agreed.

DATES OF THE NEXT MEETINGS

Parish Surgery – 2nd June 2016 – 6.00 to 7.00 pm.

Parish Council – 7th July 2016 – 7.30 pm.

_____ CHAIRMAN _____ DATE