

MINUTES OF THE STANTON DREW PARISH COUNCIL MEETING HELD IN THE PARISH HALL ON THURSDAY 5TH JANUARY 2017 AT 7.30 PM

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

17/01 – APOLOGIES FOR ABSENCE

No apologies for absence had been received.

17/02 – CODE OF CONDUCT – DECLARATION OF INTEREST

There were no declarations of interest received.

17/03 – URGENT BUSINESS AS AGREED BY THE CHAIR

It was agreed that a change of meeting date could be discussed. The clerk reported that the Parish Hall would not now be available for the previously agreed meeting date of 4th May 2017 as the hall would be required for B&NES Mayoral Elections. The following Thursday, the 11th May 2017, was available if required. It was agreed to change the meeting date to the 11th May 2017.

17/04 – MINUTES OF THE LAST PARISH COUNCIL MEETING

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

17/05 – THE NEIGHBOURHOOD PLAN – UPDATE

Cllr. J Swift, chair of the Steering Group, stated that the required alterations to the latest questionnaire had been completed so circulation to households within the parish was imminent; he also stated that the next stage grant from 'Locality' was being progressed.

17/06 – ACTIONS AND UPDATES FROM THE LAST PARISH COUNCIL MEETING

The Play Area – Further damage to the fascia boards at the tunnels/bridges area has been reported, to be inspected and actioned as required.

The blocked stile and PROW as Stanton Wick – No action to date.

The War Memorial site – Cllr. M Elsbury stated that legal assistance would be required to correctly complete the Land Registry application. It was agreed to seek advice from ALCA, B&NES and/or local solicitors.

The Ward Councillor's Grant – Cllr. K Warrington stated that the finance for the grants from B&NES Council appeared to be very slow in being progressed. She also stated that any further applications should be processed as soon as possible.

As Cllr. K Warrington needed to leave the meeting early to attend another meeting she was given permission to provide a B&NES Council update at this stage.

She stated that she had requested speed restriction notifications on the A368, in the Stanton Wick junction area, especially as there had been an increase in traffic using the road due to the road closure at 'Belluton Narrows' on the B3130. As Council had already requested finance from CIL (Community Infrastructure Levy), to provide speed restriction warnings at this junction and The Toll House junction, Cllr. Warrington was asked to pursue council's request.

It was agreed that for future meetings an early agenda item will be – 'Ward Councillor's Report'.

The intensity of the Parish Hall Carpark Light – It was reported that the Parish Hall Committee believe the alterations carried out are sufficient. This minute would now be deleted.

The request for a 'Vision Mirror' at the Toll House junction – B&NES Traffic have stated that "The Highway Authority does not approve mirrors on the highway, so unless council can install one off the highway their answer to the request will be a NO".

The request for B&NES to inspect the road surface on the B3130 – B&NES Traffic has stated that they have forwarded the request to the Highway Inspector to action. No reply to date.

Risk Assessments – The Risk Assessments have been completed by Cllr's Chubb-Whittle and Elsbury. The observations were discussed and it was agreed that, where possible, the recommended actions should be completed by council and where not possible, quotations for the actions required would be obtained.

Broadband Provision – It was agreed that there appeared to be very little recent action by 'Truespeed' in the area since the last meeting. Cllr. M Elsbury stated that he had written to 'Truespeed' asking for an update but had received no reply to date. It was also pointed out, by a parishioner, that the 'Connection Vouchers' have an expiry date of the end of March 2017. It was agreed that representatives from 'Truespeed' should be asked to meet with Council for informal discussions.

Planning decisions to date

16/04362/FUL – Two storey side extension at 'Elm Farm' – Permitted.

16/04512/FUL – Change of use to convert farm building to a dwelling at 'Church Farm' – Permitted.

16/04959/FUL – Two storey side extension at 'Sunny Field' – Permitted.

16/05265/OUT – A dwelling and two garages at '53 Highfields' – Council had supported this application but had also reported some local residents concerns over possible increases in traffic congestion – Subsequently refused.

17/07 – PARISHIONERS COMMENTS AND VIEWING OF PLANNING APPLICATIONS

The applicant of a planning application, detail of which will be recorded in the next agenda item, thanked council for their support, but stated that the Case Officer was minded to recommend refusal, which council had not been advised of to date, and requested council's further support if required.

17/08 – NEW PLANNING APPLICATIONS

16/05453/FUL – Mr & Mrs Strickland – Erection of two storey annexe and single storey extension following demolition of existing single storey annexe at ‘Box Bush’ – Council supported – Despite the site being outside the Housing Development Boundary the building massing does not overly dominate the main house and plot, and the openness of the Green Belt is not harmed by the development.

The design is in accordance with the emerging Neighbourhood Plan Design Statement and in keeping with the conditions suggested by Highways.

With reference to the past planning application for the main house reference was made by the planning officer that the development could be seen from the footpath to the east of the site. The application was subsequently granted and markedly improved the views to the property. The present application for development is aesthetically pleasing and fitting within its setting.

16/05556/FUL – Mr & Mrs Mountford – Erection of replacement ‘Lean-to’ extension at ‘Glasshouse Cottage’ – Council supported – It is for a straight forward replacement of a lean-to extension the application does not threaten any planning policies and the neighbour’s in Orange Tree Cottage will not be overlooked. – Subsequently permitted.

Council have been advised that Filer’s Coaches intend to appeal against the B&NES Planning decision to refuse their application, 16/01717/FUL, for the extension of coach parking and turning area at The Coach Yard.

17/09 – CONTRACT WORK FOR THE PARISH COUNCIL – 2017/2018

Council’s Rules & Regulations require any contractors or individual’s to tender for Parish Council work annually. Tenders are therefore invited for: - Grass Cutting at The Play Area. Grass Cutting at The Allotment Site. Grass Cutting at The Parish Cemetery. Weekly Inspections of The Play Area and Clearances of PROW Kissing Gates and Stiles.

Tenders must be forwarded to the clerk in sealed envelopes by 28th February 2017 in time for opening at the 2nd March 2017 meeting. Invitations to tender will be advertised in The Parish Magazine and existing contractors will be invited to re-tender.

17/10 – ALLOTMENT PLOT RENTS FOR 2018

Contractual Agreement requires council to notify plot holders of any intended rental changes twelve months in advance. It was agreed that the charges will remain the same as for 2017, at £60 per year for a full size plot, which are due on 1st February 2017.

17/11 – FLOOD WARDENS

Council would like to form a team of wardens with the objective of helping neighbours, family and friends to stay safe in the event of flood, snow or ice situations. Anyone interested please contact Cllr. J Chubb-Whittle.

17/12 – POSSIBLE PLANTING/GARDEN AT ‘THE GREEN’ IN ‘THE DRIVE’

Council are seeking parishioners comments/observations on whether the grassed area, known as ‘The Circle’ in ‘The Drive’ could be developed into a planted area/garden area/seating area.

17/13 – CORRESPONDENCE AND REPORTS

Cllr. J Chubb-Whittle and the clerk, J A Harvey, attended the Chew Valley Area Forum meeting on 29th November 2016, the paperwork has been circulated.

B&NES Council have stated that they need to be informed of Council's Precept requirement for the financial year 2017/2018 by 3rd February 2017. Their grant, which accompanies the precept, will be £230 and the Tax Base will be £324.21.

A further notice from B&NES Highways & Traffic stated that restrictions/closures at 'Belluton Narrows' will be in place from 4th January 2017 to 14th February 2017.

It was stated that council's nomination for the Volunteer of the Year section of The Chairman of B&NES Community Awards 2016/2017 is Mrs P Cross.

B&NES Council have invited comments on the main modifications to their 'Placemaking Plan', which is on their website, from 4th January 2017 for a 12 week period.

17/14 – DRAFT BUDGET AND PRECEPT REQUIREMENT FOR 2017/2018

Following clarification from ALCA reference building a reserve fund and input from the councillors, Cllr. J Swift had prepared and presented a draft budget/precept requirement for discussion, for which he was thanked. Following councillors' discussions it was agreed to apply for a precept of £16,575.

17/15 – FINANCE REPORT AND CHEQUES FOR SIGNATURE

The clerk/RFO reported that cheques had been paid between meetings to: -

G G James	- Hedge Cutting at the Play Area	- £ 63.00
Parishioner	- Repayment of loan	- £5,000.00
Swiftscape	- Repairs at the Play Area	- £ 75.00

£52.20 had been received from the Surgery Coach Honesty Box, £60.00 been received as an allotment plot rent and £4,000.00 had been transferred between accounts to balance.

Cheques for signature: -

J A Harvey	- Clerk's Net Salary (Oct – Dec)	- £ 1,246.40
HMRC	- Tax on Clerk's Salary (Oct – Dec)	- £ 311.60
Filer's Coaches	- Surgery Coach (Nov £125), (Dec £75)	- £ 200.00
Hall Committee	- 6no. Hall Bookings for 2017	- £ 90.00
F Croucher	- Allotment Site Rent for 2017	- £ 400.00
S Edwards	- 8 weeks Play Area Inspections	- £ 96.00
P Edwards	- N P Drop Box subscription	- £ 79.00
S Edwards	- PROW Clearances (Sept – Dec)	-£ 20.00

Proposed: Cllr. J Swift, seconded: Cllr. M Naunton and agreed.

17/16 – DATE OF THE NEXT MEETING

Parish Council Meeting – 2nd March 2017 at 7.30 pm.

_____ CHAIRMAN _____ DATE

The following agenda item was discussed 'IN CAMERA' after the main meeting.

17/17 – THE NEIGHBOURHOOD PLAN FINANCES

The Clerk/RFO reported that the promised loan of £5,000 had been received from the 'Fairy Godmother' since the last meeting. A letter of council's grateful thanks had been sent together with an agreement to repay the loan within two years as agreed, and as stated in the main minutes Mr C Osborne (The parishioner) had been repaid the original £5,000 loan.

During discussion with an officer of ALCA, she offered to investigate why the second stage payment had not been received. As the person who had generated the application, inferred to be £6,127, had received no confirmation/correspondence from 'Locality' reference the second stage application, it was agreed to ask ALCA to investigate. It was also reported, by Cllr. J Swift, chair of the NP Steering Group, that Mr Osborne had contacted 'Locality' who at first denied receipt of the application, then did acknowledge the receipt, but had still not responded.

ALCA reported that they had investigated and 'Locality' had stated that the 'end of grant' reporting, which is now due on the funding that has already been received has to be completed before additional funding can be applied for, this has not been done. Further- more the maximum grant that can be applied for is £9,000. £5,400 has already been received so the maximum second stage grant that can be applied for is £3,600.

A further £2,200 is the estimated amount needed to complete the Neighbourhood Plan, the £5,000 'Fairy Godmother' loan has to be repaid, and there is a deficit of £231 that is owed to parish council funds.

----- CHAIRMAN _____ DATE

