

**Minutes of Bathford Parish Council Meeting**  
**Monday 18 July 2005 at 7.30pm in the Community Rooms, Mountain Wood,**  
**Bathford**

Present: Councillor Shirley Beazer (Chair)  
Councillor Stan Cherry  
Councillor John Lloyd  
Councillor Sally Broadway  
Councillor Richard Wickham

Also Present: 3 Members of the public  
Ruth Holding (Clerk)

**1. Public Five Minutes**

1.1. The following items were raised by the members of public present:-

1.1.1. Incomplete road repairs – it was reported that the repairs to the road surface at the bottom Bathford Hill had not been completed properly and holes were still evident. Councillor Stan Cherry said that he had reported these to B&NES' Actionline.

1.1.2. Ragwort growing on bypass verges – concern was expressed that the verges would be strimmed leading to the spread of this weed to agricultural land. The proper treatment was to lift the plants from the ground to prevent it spreading. Councillor Shirley Beazer said that she would raise this matter with B&NES.

**Action: Shirley Beazer**

1.1.3. Appearance of the village – it was commented how neat and tidy the village looked.

**2. Apologies**

2.1. Apologies were received from Councillor Maureen Breeze, Councillor Wendy Chambers and Councillor Jan Hooker.

**3. Declarations of Interest in any item on the Agenda**

3.1. The Chair called for any declarations of interest. None were declared.

**4. Minutes of the last meeting 20 June 2005**

4.1. The minutes of the last Parish Council Meeting were agreed and signed as a true record of the proceedings.

## 5. Matters Arising

- 5.1. Councillors reviewed the list of actions arising from the last meeting and confirmed where action was complete.
- 5.2. The following matters arising were discussed:-
- 5.3. Scout Hut Lease – Councillor Stan Cherry reported that the lease had been considered by the Rugby Club Committee and he was waiting for confirmation that the lease had been signed. The Parish Council had been presented with a bill from the solicitor for work associated with the lease, but this should be settled by the Rugby Club under the terms of the lease. Councillor Stan Cherry said that he would speak to the solicitor about the arrangements for paying the bill.  
**Action: Councillor Stan Cherry**
- 5.4. Lavington's Yard – it was noted that there was an action outstanding to look at the Council's minutes prior to 1993 to check for any reference to planning permission granted to Lavington's Yard. Councillor John Lloyd said that he no longer had any interest in the yard, but he had been granted a licence for its use around 1984. This licence was renewable and would now have lapsed.
6. There were no matters for discussion under item 6 due to an error in numbering on agenda.

## 7. Committee Reports

### 7.1. Amenities Report

- 7.1.1. Councillor Stan Cherry presented the Amenities Committee monthly report for July 2005 which was noted. The following items were discussed:-
- 7.1.2. Footpath on Village Green – the Parish Council agreed that this project should go ahead and resolved that quotes should be obtained for the work. Councillor Stan Cherry confirmed that the path would go in a straight line along the bottom of the green from the existing opening in the wall on High Street to the pathway on the opposite side of the green leading down to the Post Office. The route had been agreed with B&NES and the necessary steps would be taken to protect tree roots on the route. The path would be finished with compacted gravel and would comply with statutory requirements for width etc.
- 7.1.3. It was resolved that Councillor Stan Cherry and Councillor John Lloyd would prepare a specification for the work and obtain a minimum of three quotes from suitable contractors.

**Action: Councillor Stan Cherry and Councillor John Lloyd**

7.1.4. Dogs on allotment field – complaints had been made about people bringing dogs onto the allotment field. Councillor Shirley Beazer said that she understood that dogs were permitted on the allotments if kept on a lead. Councillor Stan Cherry said that this was a matter for the plot holders and had been put on the agenda for the next plot holders meeting.

7.1.5. “No right of way” sign into allotments missing – it had been reported that the “No right of way” was missing from the gate into the allotments opposite The Clothes Horse. Sign to be replaced.

**Action: Councillor Stan Cherry**

## 7.2. *Communications Committee*

7.2.1. Councillor Richard Wickham reported that there had been no meeting of the Communications Committee since the last Parish Council meeting. He confirmed that the website was being updated regularly with the minutes of meetings and other news.

## 7.3. *Finance and Administration Committee*

7.3.1. There was no report from the Finance and Administration Committee due to absence.

## 7.4. *Highways, Footpaths and Safety Committee*

7.4.1. Councillor Shirley Beazer presented the Highways, Footpaths and Safety Committee monthly report for July 2005 which was noted. The following items were discussed:-

7.4.2. Finger Posts – Councillor Shirley Beazer said that Philip Harris had contacted her about the incomplete finger posts. Four sites in the parish had been identified for finger posts, but these were only partially complete. Councillor Shirley Beazer said that she would contact Alan Sperring at B&NES about this matter.

**Action: Councillor Shirley Beazer**

7.4.3. Cutting of verges - Councillor Shirley Beazer reported that she had spoken to George Bottin at B&NES about this matter and raised the issue at the recent Cluster Meeting. She made the point that B&NES should establish a method of quality control to check the standard of cutting when it had been carried out.

7.4.4. Speed/volume count on High Street, Bathford – the latest speed/volume count showed that the traffic calming measures have brought about a reduction in traffic speed, but the reduction is only 1 or 2 miles an hour from 38 miles per hour to around 36 miles an hour.

- 7.4.5. Reduction in the number of signs – Councillor Shirley Beazer reported that she and Councillor Sally Broadway had reviewed the number of signs from the bottom of Bathford Hill to the top of the High Street. They had found fewer signs that could be removed than expected and a request had been made to B&NES to remove 4 signs, including the new road layout signs which had been in place for more than 6 months.
- 7.4.6. Wiltshire Hopper bus route – The Council resolved to ask the Clerk to write to the operators of the Wiltshire Hopper route asking them to consider stopping at Bathford.  
**Action: Clerk**
- 7.4.7. Double yellow lines in Ashley Road – Councillor Shirley Beazer reported that she had received several e-mails from a resident in Ashley Road about the proposals to introduce double yellow lines in the area. Dorothy Miley and Peter Bailey from B&NES had met residents recently and a revised plan had been drawn up which would leave areas in which residents could park. Options were limited, however, because B&NES were required to introduce the scheme as approved by Sir Elgar Jenkins.
- 7.4.8. The marking out of a disabled bay for one household in Ashley Road had been discussed and the relevant forms had been requested.
- 7.4.9. The Chair closed the meeting to allow a member of the public to speak. The member of the public said that they had received a copy of the revised plan which appeared to be different from the one to which Councillor Shirley Beazer referred. The Chair reopened the meeting.
- 7.4.10. One of the residents of Ashley Road had asked to see the Parish Council's papers relating to the introduction of double yellow lines. Councillor Shirley Beazer said that she had papers going back to 1995 and she would be happy for the resident to see the file. It was resolved that the Clerk should contact the resident asking them to make an appointment with Councillor Shirley Beazer to view the file.  
**Action: Clerk**
- 7.4.11. Double yellow lines in Prospect Place – Councillor Shirley Beazer said that a resident who wished to complain about the introduction of double yellow lines in Prospect Place had been advised to contact the officers at B&NES as the matter was out of the hands of the Parish Council at this stage of implementation.

## 7.5. *Planning and Environment Committee*

- 7.5.1. The Planning and Environment Committee monthly report for July 2005 was noted. The following items were discussed:-
- 7.5.2. Proposed Park & Ride at Lambridge – Councillor Shirley Beazer read a report from Steve Mackerness, co-opted member of the Planning and

Environment Committee. He reported that the meeting to consider the planning application for the relocation of the rugby training ground had been postponed to 17 August, by which time the planning application for a Park & Ride at Charmy Down would have been sent to the statutory consultees and could be quoted in public discussions.

- 7.5.3. Steve Mackerness' report went on to state that the applications for the flood alleviation works and the new rugby training ground would be called in if permitted because the schemes are not in the Local Plan. It was hoped that all of the applications, including Charmy Down, would be called in for an independent assessment.
- 7.5.4. Councillor Shirley Beazer said that she had been contacted by David Lavington, Chairman of Batheaston Parish Council about their proposals to write to UNESCO about the impact of these schemes on the World Heritage City. Councillor Shirley Beazer said that she had confirmed to David Lavington that Bathford Parish Council would be a signatory to this letter together with Bathampton Parish Council and other concerned bodies such as CPRE and the Bath Preservation Trust. The Council endorsed this action.
- 7.5.5. Councillor Shirley Beazer said that she had been contacted by a resident concerned about the lack of notice of the meeting on 17 August. Steve Mackerness had advised her that there was no statutory period of notice and therefore the Council had no basis for raising objections about the revised meeting date.
- 7.5.6. Possible car park at level crossing at Claverton – Councillor Shirley Beazer said that she had been contacted by a resident concerned about the impact of a possible car park at Claverton. It was considered that Bathford Parish Council would be consulted about any proposals as a neighbouring parish, but resolved that the Clerk should write to the Planning Department at B&NES asking to be kept informed of any application for development around the level crossing at Claverton.

**Action: Clerk**

## **8. School Governors Report**

- 8.1.1. In the absence of Councillor Jan Hooker this item was deferred to the next meeting.

**Action: Clerk**

## **9. Sign off the Parish Council's Annual Accounts 2004/05**

- 9.1. Councillors noted the statement of accounts in Section 1 of the Annual return, together with the accompanying Bank Reconciliation and the Explanation of Variances, which had been prepared on a receipts and payments basis.

- 9.2. The Council approved the Statement of Accounts for the year ended 31 March 2005 and section 1 was signed and dated by the Responsible Financial Officer and the Chair.
- 9.3. Councillors considered parts 1 to 8 of the statement of assurance in Section 2 of the Annual return. The Council agreed with each of the statements in parts 1 to 8 of section 2 and the Statement of Assurance was approved. Section 2 of the Annual return was signed and dated by the Clerk and the Chair.
- 9.4. The Council noted the Annual Internal Audit Report to the Council in Section 4 of the Annual return. The Council also noted the letter from the auditor confirming that there were no matters of concern and that the information contained in the Annual return was in accordance with the Audit Commission's requirements.
- 9.5. The Council noted that the completed return would be submitted to the external auditor prior to 15 August 2005.

**Action: Clerk**

#### **10. Approval of proposed application form to become a co-opted Councillor**

- 10.1. Councillor Richard Wickham suggested some changes to the content and layout of the form and Councillor Shirley Beazer asked for a reference to the Code of Conduct to be added. It was also suggested that the form should include a return address.
- 10.2. The Council resolved to ask the Clerk to amend the form. It was further resolved that the application form, together with a copy of the Standing Orders and Code of Conduct, would be sent to the people who had expressed an interest in becoming a Councillor.

**Action: Clerk**

- 10.3. Councillor Shirley Beazer proposed that the Parish Council meeting in September should start at 7pm to ensure that there was sufficient time to conduct the business of co-opting new Councillors at the meeting.

**Action: Clerk**

#### **11. Request to provide prizes for the Best Kept Allotment Competition in Bathford Flower Show 2005**

- 11.1. Councillor Shirley Beazer referred to the request by the Hon. Sec of the Bathford Flower Show for the Parish Council to provide Gardening Gift Vouchers to the value of £20, £15, £10 and 2 x £5 for the winners and runners-up in the annual Best Kept Allotment competition.
- 11.2. Councillor Stan Cherry confirmed that the Parish Council traditionally provided the prizes for the Best Kept Allotment Competition. It was resolved

that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants, and will benefit them in a manner commensurate with the expenditure. Councillor John Lloyd proposed and Councillor Stan Cherry seconded expenditure of £55 for the prizes. The Council resolved unanimously to agree the expenditure.

**Action: Clerk**

**12. Planning of celebrations to mark the opening of the new footbridge over By Brook**

- 12.1. Councillor Shirley Beazer reported that the date set for the opening of the new footbridge was Wednesday 2 November 2005 and opening ceremony was planned for 1.30pm. It was suggested that the ceremony should be preceded by a finger buffet in The Crown starting at 12.30pm for Councillors and up to 20 invited guests including Philip Harris, Members and officials from B&NES and representatives from Portals.
- 12.2. Councillor Shirley Beazer said that she had approached Mrs D Grebby, Headteacher at Bathford School and Mrs S Costello, Playleader at Peppercot Pre-School about involving the children in a walk across the bridge after the official opening.
- 12.3. The Council endorsed the arrangements to mark the official opening of the footbridge. It was resolved that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants, and will benefit them in a manner commensurate with the expenditure. Councillor John Lloyd proposed and Councillor Stan Cherry seconded expenditure of £250 on a buffet lunch and other items for the opening ceremony. The Council resolved unanimously to agree the expenditure.

**13. Parish Plan**

- 13.1. Councillor Stan Cherry reported that following a joint meeting of the Parish Plan Steering Committee and the Parish Council on 12 July, the content of the Parish Plan had been agreed. A "road test document" had been produced and was being circulated to check for readability and errors.
- 13.2. Councillor John Lloyd raised a query with regard to the policy statement that the parish should encourage commercial businesses as he had the impression that the parish as a whole did not welcome certain types of industry. Councillor Stan Cherry said that any applications for heavy industry to move into the parish would have to be looked at on a case by case basis if they arose, but there were a substantial number of small businesses operating in the parish which should be encouraged and supported.

13.3. Councillor Stan Cherry said that the Parish Council were required to approve the Village Design Statement (VDS) before the Parish Plan could be published. The draft VDS was being finalised and a copy would be issued to all Parish Councillors as soon as it was available. Approval of the VDS could not wait until the next Council meeting in September and therefore it was proposed that a further joint meeting of the VDS team and the Parish Council would be called sometime in August to agree the VDS.

13.4. Councillor Shirley Beazer acknowledged on behalf of the Parish Council the tremendous effort that the Parish Plan Steering Committee had put into the creation of the Parish Plan and the VDS, particularly the contribution made by Councillor Stan Cherry as Chairman of the Steering Committee. The Parish Council agreed that the Parish Plan was an excellent document.

#### **14. Bus Shelters**

14.1. Councillor Stan Cherry reported that he had arranged to meet Lee Stoney of B&NES to discuss improvements to the stone bus shelter and that Mr Stoney had also confirmed that relocation of the bus stop by The Crown would be carried out later this year.

**Action: Councillor Stan Cherry**

#### **15. Payments for Approval**

15.1. The Council approved the following payments:

|          |  |           |
|----------|--|-----------|
| 15.1.1.  | Mirage Signs Ltd (Birdcage Walk sign)            | £49.35    |
| 15.1.2.  | Mr S Cherry (expenses)                           | £50.83    |
| 15.1.3.  | Swindon Borough Council (printing costs)         | £41.25    |
| 15.1.4.  | Swindon Borough Council (printing costs)         | £56.25    |
| 15.1.5.  | Mr R Millbank (grass cutting & clearing mirror)  | £310.00   |
| 15.1.6.  | Mrs R C Holding (Clerk's salary)                 | £450.63   |
| 15.1.7.  | Mrs R C Holding (expenses)                       | £49.10    |
| 15.1.8.  | Somer Housing Trust (room hire)                  | £15.00    |
| 15.1.9.  | Bathford Parish Hall (hire of hall)              | £20.00    |
| 15.1.10. | SWEB Energy (street lighting)                    | £3.81     |
| 15.1.11. | Batheaston Parish Council (P&R scheme)           | £1,000.00 |
| 15.1.12. | Bathford Enterprise for All (Village shop)       | £450.00   |
| 15.1.13. | Bathford Twinning Association (signing ceremony) | £500.00   |
| 15.1.14. | Vincent F Parker (fees for internal audit)       | £125.00   |

#### **16. Twinning**

16.1. This item was deferred to the next meeting.

**Action: Clerk**

#### **17. Emblem for Bathford**

17.1. This item was deferred to the next meeting.

**Action: Clerk**

## **18. Parish Office**

18.1. This item was deferred to the next meeting.

**Action: Clerk**

## **19. Resiting of old mirror in Dovers Park**

19.1. The Council noted the suggestion by a resident to reuse the old roadside mirror at the corner in Dovers Park outside Pepperpot Pre-School. B&NES had exceptionally agreed to accept responsibility for the mirror at the junction of Warleigh Lane and the A363. If the old mirror was placed at the roadside elsewhere in the Parish then the owner of the land on which it stood would be liable in the event of an accident and therefore the Parish Council could not agree to resiting the mirror as suggested.

19.2. The Clerk was asked to inform the resident of the Council's decision.

**Action: Clerk**

## **20. Location of new notice board and condition of notice board in Meadow Park**

20.1. Councillor John Lloyd confirmed that the new notice board had been delivered and could replace the old notice board in Meadow Park if it fitted on the existing posts. He said that he would take some measurements.

**Action: Councillor John Lloyd**

20.2. Councillor John Lloyd said that the new notice board was not marked with the name of the Parish Council and therefore a sign would be needed to indicate that the notice board belonged to the Parish Council.

**Action: Amenities Committee**

## **21. Correspondence**

21.1. Councillor Shirley Beazer reported that correspondence had been received on the following matters:-

21.1.1. Banking for Parish Councils – the ALCA newsletter had contained an article about banking which indicated that the Co-op Bank provided specialised accounts for Parish Councils. The Clerk was asked to investigate the services offered by the Co-op Bank.

**Action: Clerk**

21.1.2. Future of Tyndale - Councillor Shirley Beazer reported that at the Cluster Meeting it had been stated that Tyndale would be sold on the open market when Carrswood's use of the site ended. Correspondence from B&NES confirmed that they intended to dispose of the site in due course. The Clerk was asked to copy the correspondence from B&NES to the resident who had raised concerns about the future of Tyndale at the Annual Parish Meeting in April 2005.

**Action: Clerk**

21.1.3. Orchard Wood, Warleigh Lane – Councillor Shirley Beazer said she had received a letter from the new owner of woodland in Warleigh who wanted to talk to the Parish Council about their management plans for the woods to increase biodiversity. The Clerk was asked to reply explaining that the Council did not meet in August, but would be in touch again in September to arrange a meeting.

**Action: Clerk**

21.1.4. Bristol Airport – the letter about plans for future consultation about the proposals for the airport was noted.

21.1.5. Temporary traffic lights during footbridge construction – B&NES had replied promptly to the Parish Council's concerns about the use of temporary traffic lights. B&NES indicated that the use of temporary traffic lights formed part of the contract with the construction company.

21.1.6. Health Advocacy Partnership – the Council noted the dates of the public health forums which had been publicised on the Parish notice boards and on the website.

21.1.7. Public Transport Map – the new map and other information about public transport issued by B&NES was noted.

21.1.8. Batscapes Project – the Council noted the letter from the Batscapes project which sought information about bat roosts in the area. Information had been put on the Parish notice boards and on the website.

## **22. Items for the Bulletin**

22.1. Residents to be advised of the possibility of grazing animals on Brown's Folly

22.2. Telephone number for reporting noise nuisance.

22.3. Golf is not permitted on the playing field

22.4. Remind residents how they can support the community cooperative being established to run the village shop

22.5. Date of next meeting

**Action: Clerk**

## **23. Any other items to report**

23.1. Councillor Stan Cherry said that a resident had donated a photocopier to the Parish Plan Steering Committee which could be passed on to the Parish Council or the Neighbourhood Watch Coordinator when appointed. The Council resolved to ask the Clerk to write to the resident thanking them for the donation of this equipment.

**Action: Clerk**

**24. Items for the next meeting**

24.1. All items deferred from this meeting

24.2. Co-option of new councillors

24.3. Outcome of meeting about bus shelter

24.4. Update on plans for Footbridge Opening Ceremony

**25. Date of next meeting**

26. The next meeting will be held at 7.00pm on Monday 19 September 2005 in the Community Rooms, Mountain Wood.

The meeting closed at 09:20pm

