

**Minutes of Bathford Parish Council Meeting
held on Monday 15 May 2006 at 7.30pm in the Parish Office, basement of
the Post Office, Bathford Hill, Bathford**

Present: Councillor Shirley Beazer (Chair)
Councillor Stan Cherry
Councillor Hugh Baker
Councillor Susan Barclay
Councillor Sally Broadway
Councillor Wendy Chambers
Councillor Jan Hooker
Councillor Jean Vesey
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)

1. Public Five Minutes

1.1. No members of the public attended the meeting.

2. Apologies

2.1. Apologies for absence were received from Cllr Maureen Breeze due to commitments with the village shop project and Cllr John Lloyd due to work commitments.

3. Declarations of Interest in any item on the Agenda

3.1. The Chair called for any declarations of interest. The Chair declared a material interest in Item 7d ii concerning complaints about the appearance of private property.

4. Minutes of the last meeting 26 April 2006

4.1. The following amendment to the minutes was identified:-

4.2. Paragraph 7.1.5 – to be reworded to read “It was agreed that Cllr Stan Cherry should prepare a draft report of the Group’s findings for consideration by the parish council before it was made publicly available.”

4.3. The minutes were then 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:-

- 5.2.1. Powers for tidying unkempt areas of land – Cllr Richard Wickham reported that parish councils have no statutory powers in this matter, but discretionary powers are available to Local Planning Authorities under section 215 of the Town and Country Planning Act 1990. These regulations give planning authorities powers to order the repair of dangerous structures or clearance of land considered to be detrimental to the local environment. Cllr Jan Hooker said that ward Councillor Tony Cox was due to attend a planning committee meeting in the near future and she would discuss this matter with him.
Action: Planning Committee
- 5.2.2. Photographs of Councillors – arrangements would be made for photographs to be taken of councillors for use on the website unless there were strong objections from individual councillors.
Action: Cllr Hugh Baker
- 5.2.3. Application for Telecommunications Mast in Shockerwick – it was rumoured that this application had been passed. It had been understood that the application had been called in by Committee for decision at the end of May. Cllr Jan Hooker said that she would contact the planning authority at North Wilts to confirm the situation.
Action: Cllr Jan Hooker
- 5.2.4. Request for financial support from Bathford Link – members noted that a written request for financial support had been received and this would be put on the agenda for the next meeting for full consideration.
Action: Clerk
- 5.2.5. Sports car park – Cllr Hugh Baker reported that he had attended a meeting with the planning officer and amendments to the scheme, including the provision of a separate entrance and exit, had been agreed. Revised plans would be drawn up.
Action: Cllr Hugh Baker
- 5.2.6. Travellers Camp at Conkwell – the Clerk was asked to write again to West Wilts DC to find out whether they have discovered the ownership of the land.
Action: Clerk
- 5.2.7. Road narrows sign for Warleigh Lane – this matter had been discussed with B&NES in May 2005, but no sign had been erected. Cllr Shirley Beazer agreed to speak to officials at B&NES.
Action: Cllr Shirley Beazer

6. Nuisance motorbikes using Brown's Folly

- 6.1. The speaker from Avon Wildlife Trust had contacted the Clerk prior to the meeting to explain that the plans that he had hoped to speak to the council about with regard to the security of the nature reserve had not been completed due to funding shortages. Therefore, it was not necessary for him to take up the council's time at present. The speaker did indicate that he may wish to speak to the council in the future when plans were more advanced.

7. Committee Reports

7.1. Amenities Committee

- 7.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for May 2006 which was noted. The following items were discussed:-
- 7.1.2. New steel container for cricket club – it was noted that the new steel container would be delivered shortly and would be sited temporarily near to the play area before being moved into its permanent position when the existing structure was demolished. Cllr Stan Cherry reported that local residents would be consulted about the best method of screening the new container.
- 7.1.3. Village Green footpath – it was noted that the work would start as soon as possible and it was hoped that it might be complete before the village shop launch party on 10 June.
- 7.1.4. Picnic Bench on village green – Cllr Stan Cherry asked the council for approval to purchase a picnic bench to be placed on the village green to encourage more use to be made of this space.
- 7.1.5. Cllr Stan Cherry confirmed that the picnic bench would be of high quality hardwood, but the design had yet to be agreed. The full council agreed that it should see the plans and costs for the picnic table before approving expenditure on an item that would be put in such a prominent place. It had been hoped that the picnic bench would be in place for the shop launch party on 10 June and as there was not a council meeting before then, the council RESOLVED that the proposals and costs would be circulated to councillors for comment and approval as soon as possible.
Action: Cllr Stan Cherry
- 7.1.6. Councillors also discussed briefly the options for securing the bench in place.

7.2. Finance, Administration and Communications Committee

- 7.2.1. Communications Group – Cllr Wendy Chambers reported that the Communications Group was running very successfully, with active members working on the issues of notice boards, the Bulletin and websites. It had been suggested that the editor of the Bathford Bulletin may take the front page at a future date to explain the changes in the format of the Bulletin, such as the possible regular addition of an A5 flyer.
- 7.2.2. Tidy Village Initiative – the Committee considered that this project would sit better with the remit of the Planning and Environment Committee.
- 7.2.3. Cuts to No. 13 bus service – it was reported that bus lobby letters had been copied and left at various locations in the village for parishioners to use. The letter was also available on the website in both Word and PDF format. There was strong feeling in the village about the bus service and the proposed cuts. Cllr Stan Cherry said he had spoken

to the Operations Director at Bath Bus Station about the various issues. He had indicated that the cut in services was the result of the decision by B&NES to withdraw financial support for certain routes.

- 7.2.4. Future remit of Financial, Administration and Communications Committee – the committee considered that the communications activities did not sit comfortably with the finance and administration work. It was RESOLVED that the members of the Finance, Administration and Communications Committee would look at this issue further and make recommendations for the full council's consideration.
- 7.2.5. House Style – Cllr Richard Wickham said that he was looking at proposals for the consistent use of font, font size, format of letter, use of emblem etc. It was acknowledged that the Clerk had already adopted a consistent style and Cllr Richard Wickham said he would speak to the Clerk about spreading best practice.
Action: Cllr Richard Wickham and Clerk
- 7.2.6. Renewal of Insurance – Council RESOLVED to renew its insurance policy with Allianz Cornhill from 1 June 2006 at a premium of £930.87 which included an increase to cover the new playtower and the office furniture. The revised paperwork had not been received in time for authorisation at this meeting and therefore the council agreed that payment could be authorised by two councillors when the revised papers were received.
Action: Clerk
- 7.3. *Highways, Footpaths and Lighting Committee*
- 7.3.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for May 2006 which was noted. The following items were discussed:-
- 7.3.2. Changes to junction of Ashley Road with High Street – Members looked at the plans sent by B&NES and discussed the proposals in some detail. Council concluded that the proposal to narrow the access into Ashley Road appeared to have been drawn up in isolation and did not form part of a coherent scheme encompassing the traffic calming priority point, the new footpath across the green or a crossing for pedestrians. Council did not consider that the scheme as proposed brought any benefit to road users or pedestrians and a scheme looking at the whole area as route to school should be considered. Council RESOLVED to invite a representative of B&NES to a site meeting to discuss the council's concerns which could be summarised as follows:-
- 7.3.2.1.1. 5 fewer car parking spaces
 - 7.3.2.1.2. the council would prefer a crossing opposite the new path
 - 7.3.2.1.3. the resiting/removal of the priority point
 - 7.3.2.1.4. clarification of the type of pedestrian crossing proposed
 - 7.3.2.1.5. the proposals will not make the crossing safer;

7.3.2.1.6. a coherent scheme should be developed encompassing the route to school and the traffic calming priority point.

7.3.3. The Clerk was asked to put the council's concerns in a letter to B&NES.

Action: Clerk

7.3.4. Cllr Shirley Beazer agreed to contact B&NES to arrange a site meeting.

Action: Cllr Shirley Beazer

7.3.5. Street sign for High Street – it had been pointed out that there was no street sign indicating where the High Street began. Cllr Shirley Beazer said that she had contacted B&NES and one of their officers would carry out a site visit.

7.3.6. Introduction of double white lines on A363 – Council noted that the formal notice of the amended proposals for the introduction of double white lines on the A363 had been issued by B&NES.

7.3.7. Maintenance of fingerposts – Cllr Shirley Beazer reported that she and Phillip Harris were to meet an official from B&NES on Friday 19 May to discuss options for the protection and maintenance of fingerposts, milestones and boundary markers in the parish. It was understood that an application for funding may be made to the Cotswold AONB and the parish council may also be required to make a modest contribution. It was RESOLVED that this matter would be considered at the next meeting.

Action: Clerk

7.3.8. Verges in Warleigh – Cllr Wendy Chambers reported that these had been cut although the standard of workmanship was poor.

7.4. Planning and Environment Committee

7.4.1. Cllr Jan Hooker presented the Planning and Environment Committee monthly report for May 2006 which was noted. The following items were discussed:-

7.4.2. Outcome of the Environmental Focus Group 9 May 2006 – it was reported that those attending the meeting had raised a number of issues on which they held strong views. Minutes of the meeting were awaited and the date of the next meeting was to be announced.

7.4.3. Retrospective application for shed in Warleigh Woods – Cllr Jan Hooker confirmed that this application had been approved which was a disappointment to the council as it had raised strong objections. There was concern that the number of objections received on a particular application was also a factor taken into account by planning officers when determining applications. The Planning and Environment Committee would raise this issue with ward Councillor Tony Cox when he next attended one of their meetings. Cllr Jan

Hooker said she would check the Notification of Decision to confirm whether any restrictions had been placed on the approval.

Action: Cllr Jan Hooker

- 7.4.4. Complaints about appearance of private property - Cllr Shirley Beazer had declared a material interest in this matter and left the room.
- 7.4.5. Cllr Jan Hooker said that a resident had complained about the appearance of two areas in the village and the Council was asked to consider a specific policy on how the parish council should respond to such complaints.
- 7.4.6. Following discussion about the issues involved, the Council concluded that the Parish Council does not have any statutory powers with regard to enforcing the clearance or tidying of private property. The powers lie with the Local Planning Authority.
- 7.4.7. Council RESOLVED that as the parish council has no statutory responsibility in this matter, residents should be asked to direct complaints of this nature to B&NES as the local planning authority.
- 7.4.8. The Clerk was asked to draft a policy statement for approval by the Chair of the Planning and Environment Committee.

Action: Clerk

- 7.4.9. Cllr Shirley Beazer returned to the room.

8. Evaluate the outcome of the Annual Parish Meeting held on 8 May 2006

- 8.1. Chair Shirley Beazer congratulated everyone involved in organising the Annual Parish Meeting. She said the new format had worked very well and had been appreciated by those who attended.
- 8.2. Cllr Susan Barclay said she had analysed a total of 11 evaluation forms which had been returned to date and feedback was very positive. Three respondents had suggested the use of a microphone to ensure that speakers could be heard. Cllr Shirley Beazer said that she would raise the issue of the installation of a loop system in the parish hall at the next meeting of the Parish Hall Management Committee. It was suggested that grants may be available to assist with such work.
Action: Cllr Shirley Beazer
- 8.3. The provision of copies of the reports given by the speakers was welcomed. It had been suggested that the answers given by parish councillors to questions asked of them during the coffee break should have been repeated during the question and answer session so that all could hear the reply. This suggestion was noted but it was considered that this might be difficult to put into practice.
- 8.4. Village Citizen of the Year Award – Cllr Stan Cherry supported the suggestion made by a resident for a Village Citizen of the Year Award. There was some concern about how nominations for such an award

would be made and the criteria against which the award would be judged. It was suggested that a nomination form could go out with the Bulletin or residents could be asked to vote for winner from a shortlist.

- 8.5. Council RESOLVED to give this matter further consideration at a future meeting.

Action: Clerk

9. Update on village shop enterprise

- 9.1. No representative from shop committee was present to make a report.

- 9.2. The Chair asked if it would be possible for a written report on progress to be put before the council when it was not possible for anyone to attend the meeting. Cllr Wendy Chambers said that she would contact Cllr Maureen Breeze with this request.

Action: Cllr Wendy Chambers

10. Parish Plan

- 10.1. Cllr Stan Cherry said that there were no parish plan issues to report. Council RESOLVED that the parish plan could be removed as a standing item on the agenda.

Action: Clerk

11. Parish Office

- 11.1. The Clerk reported that for personal reasons she would not be able to open the parish office on Thursday 18 May. Councillors Richard Wickham and Wendy Chambers agreed to open the office instead.

Action: Cllrs Richard Wickham and Wendy Chambers

12. Correspondence

- 12.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-

- 12.2. Issuing bus tickets to Diamond Travelcard Holders – members noted that a resident had written to B&NES about the cost of issuing Diamond Travelcard holders with single tickets for each journey made and his concern that B&NES were being overcharged. In reply, B&NES have stated that the Council is not being charged extra for this way of operating.

- 12.3. Increase in cost of green bins and garden waste sacks – members noted that B&NES was to increase the cost of a green wheelie bin to £20 per year and charge £2.50 for delivery of new bins. The cost of garden waste sacks was to increase to 75p per sack.

- 12.4. Complaint to B&NES about position of priority point – members noted the complaint by a resident to B&NES, copied to the Parish Council, about the position of the priority point by the Royal British Legion.

- 12.5. Request by Bathford Link for Financial Assistance – the request by Bathford Link was noted for full consideration at the next meeting.

Action: Clerk

12.6. CPRE Garden Party – details of the CPRE garden party on 9 July were noted. Council resolved that the details could be put on the notice board and website.

Action: Clerk

13. Items for the Bulletin

13.1. The council RESOLVED to publish the following notes in the Bulletin:-

13.1.1. inform parishioners that the bus lobby letter was available for downloading from the parish council's website;

13.1.2. date of next meeting;

Action: Clerk

14. Any other items to report

14.1. Council noted:

14.1.1. Parish Charter - adopted by B&NES on 30 March 2006, a copy of which had been sent to each councillor with the agenda.

15. Items for the next meeting

15.1. Request by Bathford Link for financial assistance;

15.2. Consider level of financial support for maintenance of fingerposts, marker stones;

15.3. Update from village shop;

15.4. Draft report of Mobility Group's survey;

15.5. Oral report of next Communications Group meeting

16. Payments for approval

16.1. The council authorised the following payments:-

Bathford Post Office	Rent for parish office - May 06	£100.00
MPS	Office Furniture	£665.93
MPS	New keys for filing cabinets	£24.68
Somer Housing Trust	Room Hire (Comms Meeting)	£15.00
Multi-Serve	Signs for office door	£17.63
R Millbank	Grass cutting and spraying	£320.00
Mr S Cherry	Councillors' expenses	£42.90
Wendy Chambers	Cllrs' expenses – refreshments for APM	£5.71
Mrs R C Holding	Clerk's salary May 06	£329.88
Mrs R C Holding	Clerk's expenses, petty cash etc	£39.00

17. Date of next meeting

17.1. The next meeting will be on Monday 19 June at 7.30pm in the parish office under the Post Office, Bathford Hill.

The meeting closed at 9.25pm