

**Minutes of Bathford Parish Council Meeting  
held on Monday 18 September 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 Maureen Breeze  
Councillor Wendy Chambers  
Councillor Jan Hooker  
Councillor John Lloyd  
Councillor Richard Wickham

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

**1. Public Five Minutes**

- 1.1. CPRE Fieldwork magazine – a member of the public said the contents of this magazine were very interesting and asked if the parish council had access to a copy. The council confirmed it was members of the CPRE and received this publication which was circulated to all councillors for information.
- 1.2. Wall around Titan Barrow – a member of the public said it was their recollection that this wall was deemed to be the responsibility of the householders in Titan Barrow and there should be a reference to this in previous minutes.

**2. Apologies**

- 2.1. Apologies for absence were received from Cllr Susan Barclay, Cllr Sally Broadway and Cllr Jean Vesey.

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

- 3.1. The Chair called for any declarations of interest. Cllrs Shirley Beazer, Stan Cherry and Richard Wickham declared an interest in item 7 as social members of the Royal British Legion and Cllr Hugh Baker declared an interest in item 7 as a member of the Committee of the Royal British Legion.

**4. Approval of the Minutes of the last meeting 17 July 2006**

- 4.1. The minutes 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:-

5.2.1. Monitoring parking around school – Cllr Shirley Beazer said that she had contacted the Parking Monitors at B&NES who confirmed that they would monitor this area.

5.2.2. Conservatory on property in Claverton – there had been no response from B&NES to enquiries about the addition of a conservatory to a property in Claverton. Cllr Wendy Chambers was asked to continue to pursue this matter.

**Action: Cllr Wendy Chambers**

5.2.3. House style for parish council documents – the Clerk was asked to issue the standard letter head and chosen font to councillors

**Action: Clerk**

5.2.4. Loop system for parish hall – Cllr Stan Cherry said that grants may be available towards the cost of installing such a system and passed the relevant information to Cllr Shirley Beazer.

## **6. Committee Reports**

### *6.1. Amenities Committee*

6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for September 2006. The following items were discussed:-

6.1.2. Use of Playing Field – it had been reported that the Bear Flat Youth Football Club would not be using the pitch in 2006/2007. There had been no reply to correspondence sent to the club and the Clerk was asked to write confirming that the playing field would not be available to the club from September 2006.

**Action: Clerk**

6.1.3. Play Area Safety Inspection Report – a very useful meeting had been held on site with the safety inspector and the Committee was better able to understand the reasons for his comments. The Committee had drafted a letter to Playforce about the inspector's comments on the recently installed equipment. The draft letter would be forwarded to the Clerk to be issued.

**Action: Cllr Stan Cherry**

6.1.4. Playing Field Car Park – it was confirmed that the plans should be available within the next day or two.

6.1.5. Path on Village Green – it was reported that work on the new path would start very shortly.

6.1.6. Dustbins on footpath – a resident in High Street appeared to be keeping their dustbin permanently at the edge of the property resulting in an untidy area. The Clerk was asked to write to the owners

requesting that the bin be moved within the boundary of the property until the evening before collection day at the earliest.

**Action: Clerk**

## 6.2. *Finance, Administration and Communications Committee*

6.2.1. The Finance, Administration and Communications Committee had not met since the last parish council meeting and therefore there was no written report for consideration. The following items were discussed:-

6.2.2. Communications Group – Cllr Richard Wickham reported that the Communications Group had met on 14 September to review progress on the issues being addressed by the group including notice boards, websites and the Bathford Bulletin. The first edition of the larger version of the Bulletin had been issued in September and had generally been well received. The volunteers who assemble the Bulletin found that inserting an A5 sheet created more work (cutting and inserting) than assembling two folded A4 sheets. Therefore, future copies of the Bulletin were likely to be 8 pages. It had been suggested that contributors to the Bulletin should produce their own inserts, but it was now proposed that the Editor would receive all articles to ensure that style and layout were consistent.

6.2.3. Although progress was being made it was considered that the Group was small in numbers and would benefit from a few more people joining it to take matters forward.

6.2.4. Reply to letter from Don Foster MP – members noted the letter from Don Foster MP who had been contacted by a resident concerned about the level of donations made by the council and the council's reply confirming that it had statutory powers to make donations.

6.2.5. Planning for Budget 2007/2008 – Committees were asked to begin consideration of the budgets required for next financial year.

**Action: All Committees**

## 6.3. *Highways, Footpaths and Lighting Committee*

6.3.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for September 2006 which was noted. The following items were discussed:-

6.3.2. Mobility improvements at junction of Church Street and Bathford Hill – it was reported that B&NES had agreed to make improvements to the junction of Church Street and Bathford Hill to make it easy for users of mobility scooters and pushchairs to get on to the pavement. Dropped kerbs would also be installed at the end of Dovers Lane. Work was expected to start shortly.

6.3.3. Asphalt by newly repaired wall in Church Street – the parish council had received a copy of a letter from St Swithun's PCC to B&NES in which they asked the local authority to put down some asphalt by the wall which the PCC had repaired. Cllr Shirley Beazer said she had spoken to officials at B&NES who had confirmed that they would

undertake this work. The Clerk was asked to write to the PCC informing them of B&NES' decision.

**Action: Clerk**

6.3.4. Double white lines on A363 – it was noted that preparations were being made to paint double white lines and install cats' eyes on the A363.

6.3.5. Morris Lane – it was reported that B&NES had patched the road surface near to the entrance to the new houses. Cllr Hugh Baker was asked to contact B&NES again requesting resurfacing of the whole of the lower end of Morris Lane which had been damaged during construction of the new houses.

**Action: Cllr Hugh Baker**

6.3.6. Warleigh Lane Verges – it was reported that these were due to be cut very soon. Cllr Wendy Chambers reported that a gate to the footpath into the woods needed replacing. B&NES had claimed that this was the responsibility of the landowner, but Cllr Wendy Chambers said that she would query this response with B&NES.

**Action: Cllr Wendy Chambers**

#### 6.4. *Planning and Environment Committee*

6.4.1. Cllr Jan Hooker made an oral report. The following items were discussed:-

6.4.2. Planning Applications – the council had supported an application to convert outbuildings at Bathford Bakery into a granny annexe.

6.4.3. Land adjacent to 6 Bathford Hill – council noted that the application to build a new dwelling had been refused on appeal due to the threat to trees in the area.

6.4.4. Barn on A363 – the enforcement officer from B&NES had been asked to inspect alterations being made to the roof line.

6.4.5. Conkwell Common – a letter had been sent to Wiltshire County Council asking them to consider putting a barrier around the common to prevent future problems with travellers' encampments.

6.4.6. Request by Batheaston Parish Council for financial support for planning application relating to proposed Park & Ride at Charmy Down – Cllr Shirley Beazer reported that she had been contacted by the Clerk of Batheaston Parish Council asking whether Bathford would make a further financial contribution to the planning application for a Park & Ride at Charmy Down. Members did not feel that they had sufficient information to make a decision at this meeting and agreed to the suggestion that this matter be deferred until an update on the current progress of the planning application had been obtained.

6.4.7. It was also suggested that it would be helpful to know how much Batheaston Parish Council had contributed to the project.

**Action: Cllr Jan Hooker to contact Steve Mackerness for update**

6.4.8. A query was raised about whether it was possible to precept for payments made under section 137. The Clerk was asked to find out.

**Action: Clerk**

6.4.9. Report of another application for telecommunications mast - Cllr Jan Hooker said that she would contact North Wiltshire District Council to confirm whether an application had been submitted for a mast opposite the Old Railway Sidings in Shockerwick.

**Action: Cllr Jan Hooker**

6.4.10. Applications for alterations at the American Museum – Cllr Wendy Chambers reported that applications had been submitted for 3 separate alterations at the American Museum including an extension to the restaurant, a new education centre and an alternative staff car park. Residents in Warleigh were concerned about the possible effect of light pollution and the reported woodland clearance. Bathford Parish Council had not been notified of the applications. Cllr Wendy Chambers said that she had contacted B&NES and asked for the full details to be sent to Cllr Jan Hooker.

6.4.11. The deadline for comments was only a few days away but it may be possible for the parish council to obtain an extension. Cllr Jan Hooker said that she would speak to the planning officer. It was suggested that individual responses/objections from residents in Warleigh may carry weight with the planning officer and residents should respond in addition to any comments made by the parish council.

**Action: Cllr Jan Hooker**

6.4.12. It was agreed that the full applications would be passed to Cllr Wendy Chambers or Cllr Maureen Breeze. They would then make recommendations to the parish council's Planning Committee who would consider them at their meeting on 27 September. A response could then be sent to B&NES by the Clerk on 29 September.

**Action: Cllr Maureen Breeze, Cllr Wendy Chambers Cllr Jan Hooker**

**7. Consider level of annual donation to the Royal British Legion (RBL)**

7.1. Cllrs Hugh Baker, Shirley Beazer, Stan Cherry and Richard Wickham had declared an interest in this item. They remained in the room but took no part in the discussion.

7.2. Following a complaint by a resident that the wreaths laid on Remembrance Day were retained in the church and not laid on the War Memorial, the Vicar and the RBL in Bathford had been approached for their comments. The church had no objection to wreaths being laid outside, subject to the response of the RBL. The RBL had replied confirming that a standard bearer was only available to be present at the wreath laying in the evening at St Swithun's, hence the laying of the wreaths inside the church. However, the wreaths could be moved outside on the following day. There had been a suggestion that the

wreaths were reused each year. This is not the case, but the RBL confirmed that any wreaths in good condition were offered to servicemen travelling to war cemeteries to be laid on memorials overseas.

- 7.3. The Clerk was asked to write to the Vicar confirming that the RBL had no objection to wreaths being transferred to the War Memorial on the day following the Remembrance Day service.

**Action: Clerk**

- 7.4. It was RESOLVED that the council, in accordance with its powers under section 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. A vote was taken (4 in favour and 4 abstentions) and council RESOLVED to make a contribution of £75 to the Royal British Legion in Bathford towards the purchase of a wreath to be laid on Remembrance Day. The Clerk was asked to arrange the payment for approval at the next meeting.

**Action: Clerk**

**8. Consider request from resident to support the extension of the route of the school bus to Hayesfield to include Bathford**

- 8.1. Members noted a letter from a resident asking for the council's support in getting the new school bus service to Hayesfield to pick up in Bathford. A number of children in Bathford go to the school, but the service which is numbered 13D starts from Morris Lane, Batheaston and therefore children from Bathford were at a disadvantage.

- 8.2. Members agreed that they should raise this matter with the bus operator. The Clerk was asked to write to the operator stating that bus services no. 13 and no.713 both ran to Bathford and asking that the school service no.13D also start from Bathford.

**Action: Clerk**

**9. Parish Office**

- 9.1. Council RESOLVED that the parish office no longer needed to be a standing item on the agenda, but matters for decision in the future could be considered as and when they arise.

**10. Update on village shop enterprise**

- 10.1. Cllr Maureen Breeze reported that the shop's turnover was encouraging, but it faced a number of large bills and an expensive repair to the chiller cabinet. However, if the situation was maintained then the BEFA was optimistic that the shop was viable in the long term.

- 10.2. The management committee was working on a handbook relating to all matters affecting the shop and consideration was also being given to obtaining a licence to sell alcohol and providing a delivery service for which a charge may be made.

- 10.3. It was noted that more volunteers were needed to ensure that adequate cover could be provided, particularly over the holiday periods. It was

emphasised that volunteers need not necessarily work behind the counter or make a regular commitment to the same hours each week. There were jobs that could be done on an ad-hoc basis. Cllr Maureen Breeze said that the management committee was considering ways of rewarding the volunteers to recognise their importance to the success of the shop and make them feel valued.

- 10.4. Cllr John Lloyd thanked Cllr Maureen Breeze for all her hard work in getting the shop to this stage. It was acknowledged that a significant amount of work went on behind the scenes.

## **11. Correspondence**

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

11.2. Community Action AGM – council noted that the Community Action AGM would be held on 19 October from 2pm - 4pm in Long Ashton, Bristol. Cllr Maureen Breeze reported that the shop had received 2 grants from Community Action.

11.3. Somer Housing Newsletter – the newsletter included more information about the changes to the working practices of Sheltered Housing Officers.

11.4. Get Active Campaign – BANES was giving training to people interested in arranging gentle exercise groups locally. One resident had expressed an interest.

11.5. Drug Awareness Training – a notice had been issued about drug awareness training courses being run in the B&NES area. It was suggested that this may be of interest to those working with young people in the parish and the Clerk was asked to copy these details to the relevant person.

**Action: Clerk**

11.6. Catalogue from CPRE – noted

11.7. A Guide to Improving Your Local Environment – Environmental Campaigns (EnCams), an environmental charity which runs the Keep Britain Tidy campaign, had sent a free guide to town and parish councils giving an overview of the statutory powers available for tackling problems affecting the environment. The guide would be retained in the parish office for reference.

11.8. Bathford Link – the Chair read out a letter from Bathford Link thanking the parish council for its donation.

11.9. Controlled airspace around Bristol Airport – the airport had written to confirm that the new arrangements for controlled airspace around Bristol airport would come into force on 31 August 2006. One Councillor said that they had noticed a reduction in aircraft noise.

11.10. Effective Management Training for Voluntary Groups – Community Action has arranged this training course for 6 October. Details were passed to Cllr Maureen Breeze who considered it may be relevant for the shop.

11.11. Letter from resident – they were pleased to see the removal of graffiti from the pedestrian underpass at the roundabout and the reinstatement of lane markings around the A46 roundabout.

## 12. Items for the Bulletin

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

12.1.1. Remind residents that there are different collection days for recycling and refuse collections

12.1.2. Give contact details for Get Active Campaign

12.1.3. Encourage more volunteers to help in the shop

12.1.4. Date of next meeting

**Action: Clerk**

## 13. Any other items to report

13.1. Council noted:

13.1.1. Unkempt land in Dovers Park – council noted that following its letter to B&NES, the local authority was trying to get the land cleared under section 215 powers.

13.1.2. Bathford Flower Show – the Clerk was asked to write a letter of thanks to the Flower Show Committee for the success of this year's show.

**Action: Clerk**

13.1.3. Bathford Society Open Day - the Clerk was asked to write a letter of thanks to the Bathford Society for arranging such an interesting and informative event.

**Action: Clerk**

## 14. Items for the next meeting

14.1. Draft Budgets;

14.2. Half yearly financial report;

## 15. Payments for approval

15.1. Council approved the following payments:-

Bathford Post Office	Rent for parish office – Sept 06	£100.00
Vincent Parker	Fee for carrying out internal audit	£125.00
BT	Quarterly internet charges	£79.86
Wessex Water (BWBSL)	Allotment Water	£144.11
Mrs S D Beazer	Councillors' Expenses	£6.49
Mr Hugh Baker	Councillors' Expenses	£5.52
Mr R Millbank	Grasscutting	£620.00
Mrs R C Holding	Gardening Vouchers for prizes	£55.00
Mrs R C Holding	Clerk's salary Aug & Sept 06	£650.66

Mrs R C Holding

Clerk's expenses, petty cash etc

£59.00

**16. Date of next meeting**

16.1. The next meeting will be on Monday 16 October at 7.30pm in the parish office under the Post Office, Bathford Hill.

The meeting closed at 9.25pm