

**Minutes of Bathford Parish Council Meeting  
held on Monday 16 October 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 Maureen Breeze  
Councillor Wendy Chambers  
Councillor Jan Hooker  
Councillor John Lloyd  
Councillor Richard Wickham  
Councillor Jean Vesey

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

**1. Public Five Minutes**

- 1.1. New road markings on A363 –the council was congratulated on getting the local authority to put double white lines on the A363.
- 1.2. Street sign obscured – it was pointed out that the street sign for Ashley Road was obscured whenever cars parked by it. A request was made for the sign to be relocated to a place where it would remain visible. Cllr Shirley Beazer said she would contact B&NES.  
**Action: Cllr Shirley Beazer**
- 1.3. Wall around Titan Barrow – a query was raised about the ownership of the wall as recorded in paragraph 1.2 of the previous minutes. It was explained that different parts of the wall had been deemed to be in different ownership which was why the parish council was researching the matter thoroughly.
- 1.4. Potential planning application for telecommunications mast at Shockerwick – Cllr Jan Hooker confirmed that there was no record of an application being made in Wiltshire or in B&NES, but she would continue to check future lists of applications.  
**Action: Cllr Jan Hooker**

**2. Apologies**

- 2.1. Apologies for absence were received from Cllr Sally Broadway.

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

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

#### **4. Approval of the Minutes of the last meeting 18 September 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. Conservatory on property in Claverton – Cllr Wendy Chambers confirmed that planning permission for a conservatory has been granted to a property in Warminster Road. It was disappointing that residents in Warleigh had not had the opportunity to comment on the proposals. Cllr Wendy Chambers said that she would inform residents that the conservatory was being built with permission.

**Action: Cllr Wendy Chambers**

- 5.2.2. Gate to footpath into Warleigh Woods – Cllr Wendy Chambers confirmed that the broken gate had been replaced with a galvanised kissing gate.

- 5.2.3. Wreath laying on War Memorial – there had been no response from St Swithun's PCC to the suggestion that the wreaths be moved outside to the War Memorial on the day after Remembrance Sunday. Cllr Shirley Beazer said that she would contact the Vicar about this matter.

**Action: Cllr Shirley Beazer**

- 5.2.4. Dropped kerbs outside properties in Mountain Wood – it was noted that dropped kerbs had been installed outside two adjacent properties in Mountain Wood. Cllr Jan Hooker said she would contact B&NES to find out what was the procedure for getting a dropped kerb put outside a property.

**Action: Cllr Jan Hooker**

- 5.2.5. Loop system for parish hall – Cllr Shirley Beazer said that the Parish Hall Management Committee was investigating the possibility of a grant for the installation of the loop system. Cllr Stan Cherry said that it was his understanding that the grant application would have to be routed through and endorsed by the Parish Council as the funds were designed for projects arising from Parish Plans.

**Action: Cllr Shirley Beazer**

#### **6. Committee Reports**

##### *6.1. Amenities Committee*

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

- 6.1.2. Allotment Water – Council noted that the water supply to the allotments had been turned off for the winter.

- 6.1.3. Play Area Safety Inspection Report – Cllr Stan Cherry confirmed that a letter had been sent to Playforce about the concerns raised by the inspector with regard to the wobbly walkway. In response Playforce had fitted grab handles to the end of the walkway and covered the exposed concrete at the base of the tower. The company was considering what action could be taken to address the concerns about the length of the cables between the poles of the walkway.
- 6.1.4. Playing Field Car Park – a plan of the existing site and a plan of the proposed car park were tabled for consideration. It was confirmed that there would be space for a maximum of 20 cars, of which 6 spaces would be reserved for disabled badge holders. The car park would have a gravel surface, there would be no lighting and trees would be planted to screen it from the other side of the valley. Access to the car park would be restricted and it would only be open when sports activities were taking place on the playing field.
- 6.1.5. Members confirmed the intention only to apply for planning permission at this stage and no decision was made to construct the car park in the near future. It was confirmed that even if permission was granted there would be nothing included in the precept for 2007-2008 for the construction of the car park. Council discussed who would have an interest in the construction of the playing field car park and it was suggested that the rugby, cricket and football clubs had an interest together with Whitehaven and the residents in roads around the playing field which were affected by an influx of cars when sports activities were taking place.
- 6.1.6. The Chair closed the meeting to allow a member of the public to speak. They made the point that the bridleway giving access to the car park may not be open to all traffic and therefore there may need to be an application to change its status made in tandem with the planning application. The Chair reopened the meeting. Cllr Stan Cherry said he would investigate this matter.  
**Action: Cllr Stan Cherry**
- 6.1.7. Cllr Stan Cherry proposed and Cllr Jan Hooker seconded a proposal to submit a planning application for a playing field car park as per the plans tabled at the meeting (subject to any comment from Whitehaven Board on recently submitted plans). A vote was taken and the council RESOLVED unanimously that a planning application for a playing field car park should be submitted.  
**Action: Amenities Committee**
- 6.1.8. Path on Village Green – it was reported that work on the new path would start in two weeks.
- 6.1.9. Bench project – all but one of the benches had been delivered and these would be installed in due course.

6.1.10. Notice board in Meadow Park – the new notice board had been put up in Meadow Park. The Council thanked Cllr John Lloyd for his assistance in erecting the board.

6.2. *Finance, Administration and Communications Committee*

6.2.1. Cllr Richard Wickham reported that the Finance, Administration and Communications Committee (FA&C Committee) had met to consider the draft budgets prepared by the other committees and had looked at the half-year financial statement in some detail. The Committee was satisfied that spending was in line with budgeted income. Full council noted the financial position at the half year stage.

6.2.2. Request from St Swithun's PCC for financial assistance towards the cost of producing the Bathford Bulletin and churchyard maintenance – from the discussions which had taken place at the meetings of the Communications Group, which had been set up to look at ways of improving communications in the village, the council was not expecting the production costs to have risen to the level stated as a result of increasing the size of the Bulletin. Council RESOLVED that the PCC should be asked to provide a breakdown of the way in which the production costs had been calculated before making a decision on the level of financial assistance to be given.

6.2.3. Members noted that the parish council may be able to apply for a grant from funds administered by the Quartet Community Foundation towards the cost of producing the Bulletin as the decision to increase its size was as a direct result of the outcome of the Parish Plan. Cllr Stan Cherry suggested that the parish council might be able to apply for funding for producing the Bulletin for the next 5 years, for example.

6.2.4. Council RESOLVED to ask the Clerk to write to the PCC asking them to provide a breakdown of the production costs of the Bulletin. Their reply to be passed to the FA&C Committee to make recommendations for consideration by full council. The FA&C Committee was also asked to investigate other avenues for funding.

**Action: Clerk and FA&C Committee**

6.2.5. With regard to the request for financial assistance towards the cost of churchyard maintenance, the council RESOLVED that the Clerk should write to the PCC asking for a breakdown of the total spend on the churchyard to ensure that the parish council's level of financial assistance was appropriate.

**Action: Clerk and FA&C Committee**

6.3. *Highways, Footpaths and Lighting Committee*

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

6.3.2. Dog Fouling in Pump Lane – it had been suggested that the parish council should erect a notice in the lane deploring the dog fouling in that area. Members considered that there were sufficient notices

around the village discouraging dog fouling and another one would not be an effective deterrent. Council RESOLVED to put a note in the Bathford Bulletin about dog fouling and that it would consider calling in the dog warden to police the area if the situation did not improve.

**Action: Clerk**

- 6.3.3. Road markings on A363 – council noted that the long awaited double white lines had been added to the A363.
- 6.3.4. Improvements to junction of Church Street and Bathford Hill – Cllr Shirley Beazer said that she had attended a site meeting and seen the plans for the proposed changes to the pavement at the junction of Church Street and Bathford Hill to make it easier for users of mobility scooters and pushchairs to access the Post Office and shop safely. The pavement would be widened and a ramped access with tactile surface would be made. Dropped kerbs would also be provided at the junction of Dovers Lane and Dovers Park.
- 6.3.5. Cllr Stan Cherry reminded members that the Mobility Focus Group had identified other areas in the village for improvement. The Church Street junction has been seen as the most urgent priority, but after the work was completed, the parish council could consider lobbying BANES to look at the other areas which were identified in the Mobility Focus Group's report.

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

- 6.4.1. Cllr Jan Hooker presented the Planning and Environment Committee monthly report for October 2006 which was noted. The following items were discussed:-
- 6.4.2. Planning Applications – a listed building consent application to make repairs to the chimney at 142 High Street had been supported. Concerns had been expressed about the application for new vehicular access at Upper Shockerwick House.
- 6.4.3. American Museum – it was reported that some residents had been consulted and one was very concerned that non-reflective glass should be used in the proposed glazed panels which overlooked the valley. Due to time constraints it had not been possible to consult residents in Warleigh Manor and it was considered important that they should have the opportunity to comment on the proposals. The planning officer had indicated that the application would not be determined immediately and there was time to seek further views. Council RESOLVED that the views of the remaining residents would be sought and a summary of the comments sent to Cllr Jan Hooker for consideration by the Planning and Environment Committee at its meeting on 25 October.

**Action: Cllrs Wendy Chambers, Maureen Breeze and Planning Committee**

- 6.4.4. Dairy Cottage, Shockerwick Lane – council noted that the application for a loft conversion had been refused on grounds of impact on the green belt and AONB.
- 6.4.5. Planning application for proposed Park & Ride at Charmy Down – Cllr Shirley Beazer read out a letter from the Chair of Batheaston Parish Council to BANES confirming that the parish council had decided to withdraw its application and resubmit a revised application to meet the objections made to the current scheme. There was disappointment in Batheaston about the way in which the application had been handled by the local authority and concern at the response from BANES dismissing the points raised in the letter of support that Bathford Parish Council had sent to them. Steve Mackerness, a co-opted member of Bathford's Planning and Environment Committee would be helping Batheaston Parish Council prepare its revised application.

## **7. Liaison with School Governors – report from Cllr Jean Vesey of September meeting of Governors**

- 7.1. Cllr Jean Vesey reported that she had found the Governors' meeting interesting and informative. The school roll had increased and a new teacher had been employed so that the school could now teach 7 separate classes. There was significant pressure on space in the school and two new permanent classrooms were to be built to replace the temporary accommodation. A new school hall was also proposed, but was dependent on funding from the LEA.
- 7.2. The school also wanted to install a bike stand to allow children to cycle to school and keep bikes secure on the school premises. In view of the substantial amount of costs being borne by the school to improve the facilities, it was suggested that the parish council make a donation to the school in appreciation of the work being done. Although not unsympathetic to helping the school, the council recognised that any donations would have to meet the strict criteria for giving financial assistance to schemes which would benefit residents or the area. If the school was in need of funding, then they should be asked to make an application to the parish council for consideration, perhaps for a specific item such as the provision of a bike stand, which could then be assessed.
- 7.3. Members were pleased to learn of the changes being made to the school in terms of its increased numbers and the improvements in the fabric. Council RESOLVED that it should inform the residents of the work being done via a note in the Bulletin and to demonstrate that it was interested in the work which was going on in the school.

**Action: Clerk**

## **8. Neighbourhood Watch**

- 8.1. Cllr Jean Vesey reported that she was trying to arrange a public meeting to be attended by Beat Manager PC Roger Parker, but he had not replied to her. The Council RESOLVED that a letter should be sent to the Inspector at the police station in Bath expressing its concern that it was not receiving the service expected.

**Action: Clerk**

- 8.2. Members noted that there were no active issues for Neighbourhood Watch at the moment.

**9. Update on village shop enterprise**

- 9.1. Cllr Maureen Breeze suggested that a monthly report on the shop enterprise might be too frequent and a quarterly report would be more appropriate. The Chair said that she would prefer to keep this matter as a standing item on the agenda, but no report was necessary if there had been no significant items of interest arising since the last meeting.
- 9.2. It was noted that 3 freezers had been moved to the sub-basement, although not all of them were in use. The electricity consumption of the office had increased recently, but this was considered likely to be the two new large dehumidifiers that had been installed recently rather than the freezers. Electricity use would be monitored during the next few weeks.
- 9.3. Members were informed that any local social enterprise could be set up under the umbrella of Bathford Enterprise for All (BEFA), for example an arts and crafts group could operate autonomously as a branch of BEFA. The Management Committee was also considering an approach by the Credit Union to act as a collection point which would allow residents of Bathford access to the Union's services.

**10. Consider request by Bathford Parent and Toddler Group of reviving the children's Pancake Day race along Church Street**

- 10.1. The parish council was happy to support the revival of the Pancake Day race along Church Street on the understanding that the Bathford Parent and Toddler Group was responsible for obtaining any necessary insurance cover and making an application for a road closure. It was also to be the responsibility of the Group to pay any costs arising from any insurance premium and the application to close the road. The Clerk was asked to write to the Bathford Parent and Toddler Group informing them of the council's decision.

**Action: Clerk**

**11. Correspondence**

- 11.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 11.2. Village Diary – the council noted that the village diary had been reinstated on the notice board in the shop. The Council RESOLVED that a note should go in the Bathford Bulletin asking organisers to check it if planning an event to avoid clashes.

**Action: Clerk**

- 11.3. Community Alarm Service – council noted the leaflets issued by B&NES about its Community Alarm Service. The Clerk had publicised this information in the Bulletin and on the website.

- 11.4. Zero Waste Week – council noted information from B&NES about this campaign. The Clerk had publicised this information in the Bulletin and on the website.
- 11.5. Link AGM – the council noted that the Bathford Link AGM would be held on 2 November to consider changes to Link's constitution. A revised poster publicising Link's services had been placed on the notice boards.
- 11.6. Accident at Priority Point 1 – Cllr Shirley Beazer reported that lawyers acting on behalf of the company whose van hit the priority point recently had written to the parish council claiming the council was liable for the company's uninsured losses. The Clerk had sent the letter to B&NES denying that the council had any liability in this matter and asking the local authority to deal with the letter.
- 11.7. CPRE Branch AGM – details of the CPRE Branch AGM on 4 November were noted and the details passed to Cllr Hugh Baker for consideration.
- 11.8. Leaflets about recycling – council noted the recent leaflets issued by B&NES about reducing waste and cleaner communities. Copies had been placed in the shop and post office.
- 11.9. Controlled airspace around Bristol Airport – members noted that a plan of the new flight paths was on display in the post office and would be publicised in the Bulletin.

## **12. Items for the Bulletin**

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

- 12.1.1. Problem of dog fouling in Pump Lane
- 12.1.2. Improvement to pavement at junction of Church Street and Bathford Hill
- 12.1.3. New flight paths to Bristol International Airport
- 12.1.4. Diary for village events on notice board in shop
- 12.1.5. Liaison with School Governors and summary of improvements planned to the school
- 12.1.6. Information about Mayor of Bath's Citizen of the Year Award
- 12.1.7. Observing parking restrictions in Dovers park outside school hours
- 12.1.8. Date of next meeting

**Action: Clerk**

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

13.1. Council noted:

- 13.1.1. Precepting for payments made under Section 137 – the council noted the advice received that it was acceptable for section 137 payments to be included in the precept.
- 13.1.2. Proposal for Bathford Citizen of the Year award – Cllr Stan Cherry reported that there had been no support expressed for the idea and two negative comments had been received. The Council RESOLVED that it should not pursue this idea, but inform residents via the Bulletin

about the Mayor of Bath's Citizen of the Year award for which people could be nominated who have contributed to the well-being of the City and its people by long-term voluntary work or one very special act.

**Action: Clerk**

#### **14. Items for the next meeting**

14.1. Draft Budget.

#### **15. Payments for approval**

15.1. Council approved the following payments:-

Bathford Post Office	Rent for parish office – Oct 06	£100.00
BT	Quarterly line rental and call charges	£52.17
Somer Housing Trust	Room Hire	£15.00
EDF Energy	Street Lighting	£3.21
Royal British Legion	Donation for wreath	£75.00
Mr R Millbank	Grasscutting	£310.00
Mrs R C Holding	Clerk's salary Oct 06	£483.55
Mrs R C Holding	Clerk's expenses, petty cash etc	£60.00
HM Revenue & Customs	Tax & NI	£16.99

#### **16. Date of next meeting**

16.1. The next meeting will be on Monday 20 November at 7.30pm in the parish office under the Post Office, Bathford Hill. Cllrs Shirley Beazer and Maureen Breeze recorded their apologies.

The meeting closed at 9.28pm