

**Minutes of Bathford Parish Council Meeting
held on Monday 15 January 2007 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 (from item 5)
Councillor Jan Hooker
Councillor John Lloyd
Councillor Richard Wickham
Councillor Jean Vesey

Also Present: 5 members of the public
Ruth Holding (Clerk)

1. Public Five Minutes

1.1. A member of the public thanked the council for their kindness in sending a card during their recent illness.

2. Apologies

2.1. Cllr Shirley Beazer announced that Cllr Maureen Breeze had written indicating her wish to resign with immediate effect and it was with regret that Cllr Shirley Beazer had accepted her resignation. Members expressed their thanks to Cllr Maureen Breeze for her significant and valuable contribution to the work of the council and wished her well in her continued work as the Chair of BEFA and the Twinning Association.

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 20 November 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. Procedure for installing dropped kerbs outside a house – Cllr Jan Hooker said that she had spoken to BANES about the procedure. To get a dropped kerb the applicant pays £25 for a preliminary planning

procedure to confirm whether planning permission is required. On payment of an additional administrative fee of £50 the local authority will send the applicant a list of approved contractors. The applicant then employs the contractor of their choice and pays them direct. Planning permission is required only if the dropped kerb is on a classified road.

- 5.2.2. Hand rail by new path on village green – Cllr Stan Cherry said that a handrail was considered necessary on the sloping part of the new footpath and details would be discussed at the next Amenities Committee meeting.

Action: Amenities Committee

- 5.2.3. Steering Committee Review of Parish Plan – Cllr Stan Cherry reported that the review meeting had been arranged for 24 January 2007.

- 5.2.4. Loop system for parish hall – the Parish Hall Management Committee has obtained an estimate of costs of approximately £600 for the installation of a loop system in the parish hall. Cllr Stan Cherry said he would prepare a grant application for funding towards this expenditure from funds available for the implementation of parish plan projects.

Action: Cllr Stan Cherry

- 5.2.5. Photographs of Committee Members – Cllr Hugh Baker confirmed that all the photographs had been taken and sent to Richard Wickham for uploading to the website.

Action: Cllr Richard Wickham

- 5.2.6. Risk Assessments – Cllr Richard Wickham confirmed that the risk assessment for matters relating to the Finance, Administration and Communications Committee had not yet been completed.

Action: Finance, Administration and Communications Committee

- 5.2.7. Planning applications for American Museum – Cllr Wendy Chambers confirmed that residents in Warleigh had been given the opportunity to see the plans. No significant objections had been raised and no further action was needed.

6. Committee Reports

6.1. Amenities Committee

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for January 2007. The following items were discussed:-

- 6.1.2. Grant for new equipment for play area – Cllr Stan Cherry said that it was not yet known whether the application for a grant from BANES had been successful, but he hoped to hear from them shortly.

- 6.1.3. Bench project – all the benches had been delivered and a price had been obtained for producing the plaques. The matter would be discussed further at the next Amenities Committee meeting.

Action: Amenities Committee

- 6.1.4. Path on Village Green – installation of the path had left an untidy patch of ground between the path and the wall of the Royal British Legion building. It was suggested bulbs could be planted in this area. As it was too late to plant bulbs for the spring season, it was agreed that the land should be left fallow for a year to recover. If it still remained untidy, options for improving the area could then be considered for next year.
- 6.1.5. Planting of bulbs – council gave authority to Cllr Shirley Beazer to plant more bulbs on verge adjacent to the High Street allotment hedge in the Autumn.

6.2. *Finance, Administration and Communications Committee (FA&C)*

- 6.2.1. Cllr Richard Wickham presented the proposed budget for 2007-2008. Based on an assessment of last year's expenditure and information from the Committees on projects planned for 2007-2008, the precept would be £19,537.00 which was a reduction of 5% on last year's figure.
- 6.2.2. Members noted that the budget included a sum for publication of the Bulletin as the council would be required to make a contribution towards the cost of production even if the application for a grant was successful. Any grant received would be ring fenced in the Parish Plan account. No assumptions had been made in the budget with regard to grants towards play equipment as it was not known whether BANES would make grants available in the new financial year.
- 6.2.3. Cllr Richard Wickham proposed and Cllr Susan Barclay seconded acceptance of the budget for 2007-2008. A vote was taken and council RESOLVED unanimously to set a precept of £19,537.00 for 2007-2008. The Clerk was asked to complete the necessary paperwork.

Action: Clerk

- 6.2.4. Request from Bathford Primary School for financial assistance towards the cost of bike racks – Cllr Jean Vesey reported that further to the letter from the Governors received in November 2006, more up to date costings were available. The school was proposing to purchase 6 bike racks at a total cost of £300 and would be grateful for any level of contribution that the parish council considers appropriate.
- 6.2.5. Cllr Stan Cherry reminded members that a donation of around £450 had been made to the parish plan fund for youth related projects and therefore there was sufficient money to cover the full cost of the bike racks. The donor had confirmed that they were happy for the money to be used for such a purpose.
- 6.2.6. Cllr Stan Cherry proposed and Cllr Shirley Beazer seconded a proposal to make a payment of £300 to Bathford Primary School from the parish plan fund to cover the cost of new bike racks at the school. A vote was taken and the council RESOLVED to make the payment.

Action: Clerk

6.2.7. Annual Information Update 2006 to the Charity Commission – as the Corporate Trustee of the Wynne Wilson War Memorial Recreation Ground, the council noted the details in the Annual Information Update 2006 being returned to the Charity Commission. The form would be signed by one councilor on behalf of the Corporate Trustee.

Action: Clerk

6.2.8. VAT returns – council noted that these were due to be completed shortly.

Action: Cllr Richard Wickham

6.3. *Highways, Footpaths and Lighting Committee*

6.3.1. The Highways, Footpaths and Lighting Committee monthly report for January 2007 was noted. The following items were discussed:-

6.3.2. Road Report from BANES – the latest report from BANES listing the road works to be carried out in the Bathavon North Ward, showed a number of projects in Bathford including the resurfacing of Bathford Hill from The Crown to Church Street and footpath works in Meadow Park. The Clerk was asked to put the details of these schemes in the next edition of the Bulletin.

Action: Clerk

6.3.3. Concern was expressed that the resurfacing of Bathford Hill may not extend over the whole surface but would only be done along the sides leaving the centre of the road untouched. It was suggested that this matter could be raised at the Cluster Meeting and the Clerk was asked to include this in the list of items for discussion at the next Cluster Meeting.

Action: Clerk

6.3.4. Replacement of Priority Point 1 – Cllr Shirley Beazer said that BANES had prepared plans for the replacement of Priority Point 1 with the provision of two build-outs in the same location as the existing priority point to create a pinch point. This was also to act as the crossing point for children on the way to school.

6.3.5. The plans had been considered by the parish council's Highways, Footpaths and Lighting Committee at a meeting on 12 January and the committee had agreed unanimously to reject the proposals on the grounds that a pinch point in this location was dangerous. It was considered too close to the already narrow part of Bathford Hill by the post office and the location was not suitable as a crossing point as it was not possible to see down the hill. There had been several accidents at the priority point and creating a pinch point would not alleviate the problems. The council acknowledged the need for a safe crossing point, but considered that this should be further up the hill in High Street.

6.3.6. Cllr Shirley Beazer said that a letter had been prepared setting out the parish council's objections to the scheme and this would be sent to BANES following the meeting.

Action: Cllr Shirley Beazer

6.3.7. Accidents on A363 – Council noted that a car had overturned after hitting standing water on the road on Sunday 7 January. It was suggested that BANES should be asked to check that the drainage system was clear.

Action: Cllr Shirley Beazer

6.3.8. On Monday 8 January the A363 had been closed by police following an accident at the junction with Warleigh Lane. The council agreed that accidents such as these provided valuable evidence in support of the need for further safety improvements on this stretch of the A363.

6.3.9. Cleansing in Warleigh Lane – Cllr Wendy Chambers said that she had contacted BANES cleansing department about the state of Warleigh Lane and had asked for it to be cleaned. She had also contacted BANES with regard to a tree which had fallen across the entrance to a footpath into Warleigh Woods.

6.4. *Planning and Environment Committee*

6.4.1. Cllr Jan Hooker presented the Planning and Environment Committee monthly report for January 2007 which was noted. The following items were discussed:-

6.4.2. Upper Shockerwick House – Cllr Jan Hooker reported that although the parish council had been sympathetic to the plans submitted for this property, BANES had refused Listed Building Consent.

6.4.3. Land adjacent to 6 Bathford Hill – it was reported that a revised planning application for a dwelling in this location had been submitted. Members recalled that the previous application had been rejected on appeal.

6.4.4. Replacement of 2 dwellings at Court Farm, Pump Lane – Cllr Jan Hooker said that Committee had invited a Planning Officer from BANES to meet them on 17 January to explain the implications for this application of the Certificate of Lawful Use and the site license which were currently held by the landowner as it might be that the proposals were permitted by virtue of these licences.

6.4.5. Cllr Wendy Chambers said that the landowner had written to residents about his proposals. A number of councillors said that they had received such correspondence, but others had not. Cllr Wendy Chambers said that she had visited the site and considered that the new buildings were sympathetic to the location.

6.4.6. There followed a lengthy discussion about how the views of councillors who were not members of the Planning & Environment Committee could be fed into the committee's deliberations and there was some concern expressed about avoiding bias or influence on the

committee's decision. The council's Standing Orders were consulted and it was found that under standing order 3.2.5.2 any councillor could attend any of the committee meetings, but they could not take part in any vote.

- 6.4.7. Occupation of shed in Warleigh Woods – Cllr Wendy Chambers said that a wood burning stove had been installed in the shed and people were staying there overnight which was considered contrary to the terms of the temporary planning consent which was due for reconsideration in April 2007. Cllr Jan Hooker said she had spoken to an Enforcement Officer at BANES who had advised that a record should be kept about when people were staying in the shed and this information could be used by the parish council to object to planning permission being grant for the retention of the shed.
- 6.4.8. Barn at Jewsons View Farm – concern was expressed about the continuing work being carried out at this barn. It was also suggested that the shuttering along the main road was too high.
- 6.4.9. Telecomms Mast in the Old Railway Sidings, Shockerwick – it was reported that Orange had been granted permission for the mast on appeal.

7. ALCA Survey

- 7.1. Members noted the completion of the survey with contributions from a number of councillors and it was then signed by both the Chair and the Clerk. The Clerk was asked to return the completed survey to ALCA.

Action: Clerk

8. Suggest items for Cluster Meeting 31 January 2007

- 8.1. Members suggested that items for discussion at the Cluster Meeting could include more reflectors on A363; permanent slow sign; extension of barrier on A363; HGV survey on Bathford Bridge; funding for lighting in Birdcage Walk, funding for mobility projects; extent of resurfacing of Bathford Hill; affordable housing in Mountain Wood.; crossing point and safe routes to school. The Clerk was asked to send this list of items to BANES for inclusion in the agenda for the Cluster Meeting.

Action: Clerk

- 8.2. Three or four councillors indicated their intention to attend the Cluster Meeting.

9. Liaison with School Governors – report from Cllr Jean Vesey of November meeting of Governors

- 9.1. Cllr Jean Vesey reported that she had attended the meeting of the school Governors on 23 November 2006. The school had implemented some recommended safety measures such as covers on door hinges. The building of the new classrooms was delayed while new plans were drawn up. The next Governors' meeting was scheduled for 6 March.

10. Parish Council Elections

- 10.1. Publicity for Elections in May – Cllr Shirley Beazer said that the Local Councils Association had issued a helpful reference pack setting out the timetable for nominations etc and providing posters and ideas for raising awareness and encouraging participation in the elections to be held on 3 May. It was agreed that a note should go in the next edition of the Bulletin reminding residents about the elections and asking them to consider standing as a councillor.

Action: Clerk

- 10.2. Revise date of Annual Parish Council Meeting (APCM) – members noted that the APCM was required to be held a maximum of 14 days after the election so the previously agreed date of 21 May would be too late. Members agreed to move the date of the APCM to Monday 14 May at 7.00pm. The APCM would be followed immediately by the regular parish council meeting. The Clerk was asked to revise the list of meetings in 2007 to take account of this change.

Action: Clerk

- 10.3. With regard to the Annual Parish Meeting, members agreed to retain the new format of a brief series of presentations followed by coffee and question and answer session which had proved popular last year.

11. Neighbourhood Watch

- 11.1. Cllr Jean Vesey said there was nothing significant to report on Neighbourhood Watch this month. A meeting was planned for March.

12. Update on village shop enterprise

- 12.1. It was agreed that as there would be no councillor with direct links to BEFA following the resignation of Cllr Maureen Breeze, this item could be removed as a standing item on the agenda. Members confirmed that BEFA would be welcome to approach the parish council on an ad-hoc basis about any matter in the future.

13. Bathford Village Festival

- 13.1. Members noted the suggestion by a resident for a Bathford Village Festival in the summer incorporating live music, competitions, displays from organisations in the village and a street party. Cllr Shirley Beazer also read out a letter from another resident containing preliminary information about an outdoor fundraising musical event in the village planned for the Saturday 23 June at a venue to be announced.

- 13.2. The council liked the ideas of a village festival and the music event and agreed that they should both be encouraged. They did note that the reason why events like this were no longer held in the village was due to high insurance costs and the onerous Health & Safety requirements. The council would need to check whether its own insurance covered events on its land. The Clerk was asked to write to the residents confirming the council's encouragement and asking them to get in touch if the organisers wanted to use any of the council's land or facilities.

Action: Clerk

14. Correspondence

- 14.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 14.2. Donations for Christmas Lights – donations totalling £60 had been generously given by the post office, the shop and individuals. The Royal British Legion had helped to put up the lights and allowed the use of their electricity. The Clerk was asked to write a letter of thanks to each of the donors.
Action: Clerk
- 14.3. Distributing Leaflets for BANES – BANES had asked whether parish councils could assist with the distribution of their leaflets. It was agreed that Bathford Parish Council did not have the resources or distribution network to undertake such work.
- 14.4. Note of thanks from St Swithun's PCC – thanks received for the council's contribution to the maintenance of the churchyard and the production of the Bathford Bulletin.
- 14.5. Invitation to Army Presentation – the council had been invited to a presentation by the Army about changes in the forces. Details had been passed to the Royal British Legion but no one was available to attend.
- 14.6. Number of Police Community Support Officers (PCSOs) – following the announcement of the reduction in the number of PCSOs nationally, Avon and Somerset Police had written to the Home Office indicating that the force would like to take up the slack if other forces did not recruit their full quota of PCSOs.
- 14.7. The council expressed concern that the focus on the recruitment of PSCOs detracted from the main objective which was to achieve the right level of policing from police officers, not just PSCOs. Bathford wanted to be able to rely on police support when needed. The Clerk was asked to write to the Chief Superintendent Olivia Pinkney with the council's views
Action: Clerk
- 14.8. Bristol International Airport – further correspondence from airport about the Master Plan was noted. A copy had been passed to the Planning & Environment Committee for consideration.
- 14.9. Careers and Volunteers Open Day at "The Min" – details of open day were noted. The information had been put on the council's website and poster placed on notice boards.
- 14.10. Waste Planning Newsletter from Wiltshire CC – newsletter about minerals and waste disposal in Wiltshire received for information. No issues with direct impact on Bathford at present although Cllr Shirley Beazer said that council should remain alert to any possible suggestion of waste disposal facilities being created at the Old Railway Sidings, Shockerwick.

- 14.11. Taster Day at Bath Sports Centre for over 50s - details of day providing a taster of the exercise classes available for the over 50s were noted. The information had been put on the council's website and poster placed on notice boards.
- 14.12. Sheltered Housing – the latest edition of the Somer Housing Trust's letter to residents confirmed that the warden had been moved from Mountain Wood to Peasedown St John. Seven names were listed as based in Bathampton as the contacts for residents of Mountain Wood. The council expressed regret about the reorganisation.
- 14.13. Training by Community Action – letter from Community Action about training for parishes in preparing a parish plan had been copied to Batheaston Parish Council for information.
- 14.14. Letter from Don Foster MP – letter received in response to council's concerns about the threat of closure facing rural post offices. He confirmed that Lib Dems were opposed to closures.
- 14.15. Letter from Minister about Post Office closures – reply from Minister in response to council's letter about the threat to rural post offices indicating that although criteria will be applied to ensure access to post office services, there will be at least 2,500 post office closures from summer 2007.
- 14.16. A copy of the Government's consultation document about the Postal Network had been obtained. Members agreed that the council should respond to the consultation requesting reinstatement of services available via the post office and making it clear that closure of the post office threatened the continuation of the shop and other facilities in the village. Cllr Shirley Beazer said she would prepare a response.
Action: Cllr Shirley Beazer
- 14.17. BANES Community Drugs Partnership – council noted the publication of a strategic assessment on tackling the problems of drug abuse and anti-social behaviour etc.
- 14.18. Enquiry from Wiltshire County Council about ownership of land – correspondence had been received from Wiltshire CC asking for any help the council was able to give to establish the ownership of land by the railway line as the County Council had been asked to register a footpath. Cllr Shirley Beazer said that she had spoken to a farmer in the area who had confirmed that part of the land in question was in his ownership and the remainder was owned by the railway. A reply had been sent to Wiltshire.

15. Items to Report

15.1. Council noted:

- 15.1.1. List of Meetings in 2007 – the Clerk said that the list would be revised and reissued to take account of the change to the date of the Annual Parish Council Meeting agreed under item 10 above.

Action: Clerk

16. Items for the Bulletin

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

16.1.1. Resignation of Cllr Maureen Breeze

16.1.2. Reminder about forthcoming elections

16.1.3. Information about road works in the parish taken from BANES' road report

Action: Clerk

17. Items for the next meeting

17.1. Planning for the Annual Parish Meeting

18. Payments for approval

18.1. Council approved the following payments:-

Bathford Post Office	Rent for parish office – Jan 07	£100.00
Bathford Parish Plan	Transfer of refund from St Swithun's PCC	£50.00
EDF Energy	Street Lighting	£3.21
BT	Quarterly Internet Services	£77.51
BT	Quarterly line rental and call charges	£56.88
R J Sully	Hedgecutting alongside allotments	£38.75
Southern Electric	Repairs to Street Lighting	£47.41
BANES	Grasscutting of recreation ground	£1,,633.84
S D Beazer	Expenses (Christmas tree and lights)	£90.21
John Lloyd Contractors	Village Footpath	£2,589.70
ALCA	Training Course	£20.00
Mrs R C Holding	Clerk's salary Dec 06 & Jan 07	£594.23
Mrs R C Holding	Clerk's expenses, petty cash etc	£110.55

19. Date of next meeting

19.1. The next meeting will be on Monday 19 February 2007 at 7.30pm in the parish office under the Post Office, Bathford Hill.

The meeting closed at 9.35pm

Signed..... (Chair)

Date.....