

**Minutes of Bathford Parish Council Meeting  
held on Monday 16 March 2009 at 7.30pm in the Parish Office, Bathford Hill,  
Bathford**

Present: Councillor Shirley Beazer (Chair)  
Councillor Stan Cherry  
Councillor Hugh Baker  
Councillor Susan Barclay  
Councillor John Lloyd  
Councillor Keith Masdin (from item 6a)  
Councillor Ian Plain  
Councillor Jean Vesey  
Councillor Richard Wickham

Also Present: 1 Member of the public  
Ruth Holding (Clerk)

**1. Public Five Minutes**

1.1. No matters were raised under this item.

**2. Apologies**

2.1. Apologies were received from Cllr Wendy Chambers. Cllr Keith Masdin had contacted the Chair prior to the meeting to apologise for his late arrival.

**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**

4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Stan Cherry and seconded by Cllr Hugh Baker. The Council RESOLVED to accept the minutes which were signed by the Chair as a true record of 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. Fingerpost – this matter was deferred to a future meeting of the Communications Committee.

- 5.2.2. Missing sections of wall of Crown Field – Cllr Shirley Beazer reported that the owners of the wall had indicated that they would be willing to obtain quotes for its repair.

## **6. Committee Reports**

### **6.1. Amenities Committee**

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for March 2009. The following items were discussed:-
- 6.1.2. Cricket Club Pavilion – Cllr Stan Cherry reported that the drawings of the proposed design were not yet available and the architect had asked for confirmation of the line of the sewer across the field.
- 6.1.3. Mole damage on playing field – there appeared to be no return of the mole problem following the visit from the mole catcher.
- 6.1.4. Proposed BMX Area – it was reported that the young people had not contacted the council since the last meeting to respond to the council's request for ideas about what they would like to see on the site. This matter would be discussed further at the next Amenities Committee meeting.
- 6.1.5. Bus Shelter by The Crown – Cllr Stan Cherry reported that the bus shelter had been taken away by B&NES in error, but the shelter had now been reinstated.
- 6.1.6. Litter bins – it was reported that the bin by the bus shelter on the Village Green had been removed. It had been damaged so it could have been removed prior to a new bin being installed. Cllr Stan Cherry said he would contact B&NES about this matter.  
**Action: Cllr Stan Cherry**
- 6.1.7. Grit Bin on Dovers Park Loop – members noted that the grit bin on the Dovers Park loop had been removed because that part of Dovers Park was on the bus route and therefore routinely gritted in bad weather. The bin should have been relocated to the other end of Dovers Park which was not on the gritting route but B&NES had moved the grit bin to Mountain Wood by mistake. Cllr Shirley Beazer had reported the matter to B&NES for corrective action.

### **6.2. Communications Committee**

- 6.2.1. Cllr Ian Plain reported that no matters for discussion had arisen since the last meeting. Cllr Keith Masdin said that there appeared to be a need for a community notice board in the village and asked for this matter to be discussed by the Communications Committee at its next meeting. Cllr Ian Plain agreed to put this item on a future agenda.

**Action: Communications Committee**

### **6.3. Finance and Administration (F&A) Committee**

- 6.3.1. Cllr Susan Barclay presented the F&A Committee monthly report for March 2009. The following items were discussed:-
- 6.3.2. Annual Parish Meeting – the F&A Committee recommended that the format of the meeting be kept the same as last year with the parish council's reports

being taken first followed by the coffee break, and then items for discussion and a question and answers afterwards. The Clerk was asked to prepare an agenda.

**Action: Clerk**

6.3.3. The Girl Guides had been invited to do the refreshments but were unable to attend. The ladies who did the refreshments last year had confirmed that they would be happy to do them again this year.

6.3.4. It was suggested an invitation to attend the meeting should be sent to the Sheltered Housing Officer responsible for the sheltered housing in Mountain Wood as the meeting was of interest to residents. The Clerk was asked to send her an invitation.

**Action: Clerk**

6.3.5. The Clerk was asked to amend the date on the banner advertising the APM and pass it to Cllr Keith Masdin who would arrange for it to be hung on the wall of the Village Shop from early April.

**Action: Clerk and Cllr Keith Masdin**

6.3.6. New Standing Order – following the resolution at the last meeting to set up a Standing Order for rent payments the paperwork was presented to the council for signature. It was confirmed that the rent for 2009/2010 would be £103.00 per month. Cllr Hugh Baker proposed that the paperwork should be signed and rent payments by Standing Order should commence in April 2009 and continue until further notice. This was seconded by Cllr Susan Barclay. Members agreed unanimously and the paperwork was signed by the Chair and the Vice-Chair.

**Action: Clerk**

6.3.7. Annual Subscription to ALCA – Cllr Susan Barclay proposed renewal of Bathford Parish Council's membership of ALCA to ensure that the parish continued to benefit from the services offered by the organisation. This was seconded by Cllr Jean Vesey. Council RESOLVED unanimously to pay the subscription of £376.42 for membership of ALCA for 2009/2010.

**Action: Clerk**

6.3.8. Prizes for the Best Kept Allotment Competition - Councillors noted the request by Bathford Flower Show for the parish council to again provide gardening gift vouchers as prizes to be awarded in the Best Kept Allotment Competition. Last year the council has increased the prize total to £70.00 to enable more prizes to be awarded in the runner-up category.

6.3.9. Members agreed that it was appropriate for the council to continue with the tradition of providing these modest prizes for the competition. There was some discussion about whether the expenditure should be taken from allotment income or from general funds. The F&A Committee was asked to consider this matter at a future meeting. The council RESOLVED that in accordance with its powers under sections 137 of the Local Government Act 1972, it 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. Cllr Susan Barclay proposed

expenditure of £70.00 for the prizes. This was seconded by Cllr Stan Cherry. A vote was taken by a show of hands and council RESOLVED unanimously to agree the expenditure. Cllr Stan Cherry was authorised to purchase the vouchers and reclaim the expenditure at a future meeting.

**Action: F&A Committee and Cllr Stan Cherry**

- 6.3.10. The Clerk was asked to contact Cllr Wendy Chambers to ask if she would like to join the judging panel again this year.

**Action: Clerk**

- 6.3.11. Reduction in precept – Cllr Susan Barclay reported that the council tax bills issued by B&NES showed a reduction in the 2009-2010 precept of -12.4% which differed from the reduction of -9.9% on a band D property calculated by the council at its meeting in January 2009.

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

- 6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for February 2009. The following items were discussed:-

- 6.4.2. Dimming of street lighting – Cllr Shirley Beazer reported that the issue of turning off sections of street lighting had been raised at the Cluster Meeting. The parish council may therefore receive a request in the future to identify areas in which street lighting might be turned off for certain periods.

- 6.4.3. High Street Traffic Calming – this matter remained unresolved and Cllr Shirley Beazer said that she would be requesting a further face to face meeting with B&NES officers to bring matters to a conclusion. Cllr John Lloyd repeated his strongly held concerns with regard to the location of the existing priority point which he considered presented a particular danger to heavy goods vehicles as there was insufficient line of sight up the hill to see oncoming traffic.

- 6.4.4. Pot holes – there had been several complaints to the parish council about pot holes around the parish and these had been reported to B&NES immediately for repair. Concern was expressed about the length of time it had taken before B&NES carried out the repair work.

- 6.4.5. Dovers Park loop – it was reported that the grass on the loop was being churned up by buses mounting the kerb and driving on the grass. There was room on the road for buses to pass without going onto the grass which was now deeply rutted. The Clerk was asked to write to B&NES asking them to fill in the ruts and to ask drivers to take more care around the loop.

**Action: Clerk**

#### **6.5. Planning and Environment Committee**

- 6.5.1. Cllr Hugh Baker presented the Planning & Environment Committee monthly report for March 2009. It was noted that planning applications had been received for the conversion of buildings at Westleigh Farm and for a new access driveway to the bungalow at Broadlands Fruit Farm. The application for a new external staircase at The Manor had been withdrawn and the

applicants had appealed against refusal to give planning permission for a summerhouse at 10 Chapel Row.

- 6.5.2. A request had been made to retain the name Tyndale when the new care home opened as this was the only remaining reference in the village to the Tyndale family. It was suggested that the History Society could write to the owners of the site supporting this request. Cllr Hugh Baker said he would speak to the History Society.

**Action: Cllr Hugh Baker**

- 6.5.3. A request had also been made for an archaeological investigation to be undertaken on the site of the house opposite the church when any work was carried out. This request would be deferred until a formal application was submitted.

## **7. Planning for the Annual Parish Meeting (APM) 20 April 2009**

- 7.1. In addition to the discussion under item 6.3, the Clerk was asked to add an item to the agenda asking if there were any objections to the dissolution of Bathford Consolidated Charities.

**Action: Clerk**

## **8. Neighbourhood Watch**

- 8.1. It was reported that a con man had been operating in the village apparently targeting members of the PCC whose names and addresses were on public display in the church. The Neighbourhood Watch team were pleased with how quickly the network of contacts had allowed the information about the incident to be spread across the parish. It was agreed that it would have been helpful to have the details of the Neighbourhood Watch co-ordinator in Batheaston so that they could have been alerted at the same time. Cllr Stan Cherry said that he would get this information.

**Action: Cllr Stan Cherry**

- 8.2. It was also reported that distraction burglaries might be on the increase in the area. Members agreed a note should go in the Bulletin warning residents to be vigilant.

**Action: Clerk**

## **9. Liaison with School Governors**

- 9.1. Cllr Jean Vesey and Cllr Keith Masdin reported the outcome of a helpful meeting with the Headteacher about the fence around Bathford Primary School. Following an inspection and meeting with members of the parish council B&NES had advised the school that the fence needed to be replaced and it had been suggested that the school, the LEA and the parish council should contribute an equal share of the funding. No costs were available and it was not expected that work would begin for at least a year as work on the new school hall would need to be completed first.

- 9.2. There was concern that wire was protruding from the fence and the council considered it was important that maintenance of the fence should continue to ensure it was safe until such time as it could be replaced. Cllr Jean Vesey was asked to pass on the council's concerns.

**Action: Cllr Jean Vesey**

## **10. Correspondence**

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

10.2. Visit to Artannes in May – Bathford Twinning Association had asked whether any parish councillors could represent the council during the visit to Artannes during the weekend of 9 May 2009. Cllrs Hugh Baker and Keith Masdin said that they would be going on the trip and would be happy to represent the council. Cllr Shirley Beazer said that she would reply to the Twinning Association.

**Action: Cllr Shirley Beazer**

10.3. It was noted that The Crown had built a Petanque court in the garden which would be of interest to the Twinning Association and members noted that musicians from Artannes would be performing in the church on 26 April 2009. The parish council passed on its thanks for all the excellent work being done by members of the Twinning Association.

10.4. Proposed Eastern Park & Ride – members noted the letter from Dan Norris MP acknowledging a copy of the council's objections to the planning application. Council also noted that Natural England had objected to the proposals and had sent a copy of their objection letter for information. Members further noted a letter from Don Foster MP explaining why he was unable to object in principle to the proposed Park & Ride.

10.5. Same Day Waste Collection – members noted the information issued by B&NES with regard to the change to same day collections for recycling and other waste.

10.6. Correspondence issued on "round robin" – members noted the list of correspondence issued as a round robin to all councillors in hard copy or by email.

## **11. Items to report**

11.1. The following issues were raised:-

11.2. Christmas Lights – the lights on the green had suffered damage and had been pulled from the trees. New lights had been purchased and were thought to be with the Royal British Legion. It was suggested that the area around the shop should be the focal point for the display of Christmas Lights.

11.3. Bathford Bulletin – Cllr Shirley Beazer congratulated the editors of the Bulletin for the style and content of the March edition of the Bulletin.

11.4. Attendance at Committees – Cllr Shirley Beazer reminded members to arrange for a deputy to attend a committee meeting in the event of their absence as this would enable committee business to be conducted more efficiently.

**12. Items for the Bulletin**

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

- 12.1.1. Date of Annual Parish Meeting and invite items for discussion
- 12.1.2. Same Day Waste Collection
- 12.1.3. Switchover to Digital TV
- 12.1.4. Warning about distraction burglaries
- 12.1.5. Date of next meeting.

**Action: Clerk**

**13. Items for the next meeting**

13.1. Committee reports with urgent items only for discussion due to shortened meeting time.

**14. Payments for approval**

14.1. Payment of the invoices presented to the council at this meeting was proposed by Cllr Stan Cherry and seconded by Cllr John Lloyd. The council RESOLVED to make the following payments:-

I M Suleman	Rent for parish office – Mar 2009	£100.00
The Phone Co-op	Telephone and Internet charges – Jan 09	£30.31
The Phone Co-op	Telephone and Internet charges – Feb 09	£31.36
Corsham Print Ltd	Printing Bathford Bulletin January 2009	£180.00
B&NES	Ground maintenance on Playing Field	£1,750.17
Mrs R C Holding	Clerk’s expenses – petty cash, electricity for office	£60.00
Mrs R C Holding	Clerk’s salary – January 2009	£512.44
HMRC	Tax and NI	£21.21

**15. Date of next meeting**

15.1. The next meeting will be on Monday 20 April 2009 at 6.30pm in the Parish Hall to be followed at 7.30pm by the Annual Parish Meeting.

The meeting closed at 9.04pm

Signed..... (Chair)

Date.....