

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 20 April 2009 at 6.30pm in the Parish Hall, Church Street,**  
**Bathford**

Present: Councillor Shirley Beazer (Chair)  
Councillor Stan Cherry  
Councillor Hugh Baker  
Councillor Susan Barclay  
Councillor Wendy Chambers  
Councillor Paul Faulkner  
Councillor John Lloyd  
Councillor Ian Plain  
Councillor Jean Vesey  
Councillor Richard Wickham

Also Present: 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 Keith Masdin.

**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. Maintenance of School Fence – Cllr Jean Vesey confirmed that the school's handyman had started to repair the broken areas of fence, including making safe any protruding wire.

5.2.2. Proposed "drop-off" bus stop, Dovers Park Loop – it was noted that questionnaires had been distributed to households around the Loop, along the top of Dovers Park and the top row of Mountain Wood and several responses had already been received.

## **6. Committee Reports**

### **6.1. Amenities Committee**

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for April 2009. The following items were discussed:-
- 6.1.2. Rugby Festival – Cllr Stan Cherry informed members that he had congratulated Avonvale Rugby Club for the way in which they had organised parking on the Crown Field during the festival on 19 April. There had been some congestion in the village but this had been kept to a minimum by the actions of the club.
- 6.1.3. Advance notice of request for funding – Cllr Stan Cherry said that he was preparing a 2010 calendar showing archive pictures from the History Society which would be sold to raise funds for the Village Shop. He said he would be asking the council at its next meeting to consider a contribution towards production costs from the Parish Plan Account.
- 6.1.4. Meeting of allotment plot holders – it was reported that there were no matters of concern arising from the recent meeting of plot holders.

### **6.2. Communications Committee**

- 6.2.1. Cllr Ian Plain presented the Communications Committee monthly report for April 2009. The following item was discussed:-
- 6.2.2. Notice boards – members noted and endorsed the Committee's proposal to move the notice board currently located on the corner of Dovers Park to a position next to the post box in Dovers Lane where more people would see it. It was noted that the long term aim was to increase the size of the notice board by an additional panel so that useful information, a village map and contact details could be permanently displayed and still leave room for notices.

**Action: Communications Committee**

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

- 6.3.1. Renewal of Internet Security Licence – members agreed that the council's computer should continue to be protected by security software and agreed the purchase of the Trend Micro Internet Security software for 2 years due to the significant cost savings achieved by purchasing 2 year's protection. The Clerk was authorised to purchase the software at a cost of £51.95 inc VAT for two years and reclaim the costs via an expenses claim.
- 6.3.2. Purple Cloud website and email hosting – Cllr Richard Wickham reported that the council's account with Purple Cloud was due for renewal on 10 May 2009. The exact cost of renewing the service was not known but was expected to be around £20.00 per year. As the renewal was due before the next meeting, the council delegated agreement to renew the service to the F&A Committee. Cllr Richard Wickham and the F&A Committee agreed to discuss and arrange renewal.

**Action: Cllr Richard Wickham and F&A Committee**

- 6.3.3. Renewal of Insurance – members noted that Norwich Union had entered the market to provide insurance for parish councils and had quoted a significantly lower premium than the council's current insurer Allianz. Norwich Union's policy also offered enhanced benefits for the lower premium. The council could further reduce its premium for 2009/2010 by entering a 3 year contract with Norwich Union. Cllr Hugh Baker proposed that the council should switch its insurance to Norwich Union from 1 June 2009 and that it should enter a 3 contract with the company to reduce its premium to £844.54 for 2009/2010. This was seconded by Cllr Susan Barclay. A vote was taken by a show of hands and members RESOLVED unanimously to change its insurance provider to Norwich Union from 1 June 2009. The Clerk was asked to complete the necessary paperwork.

**Action: Clerk**

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

- 6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for April 2009. The following items were discussed:-
- 6.4.2. Disabled bay in Ashley Road – Cllr Shirley Beazer reported that B&NES would not remove the disabled bay road markings in Ashley Road on the grounds of cost. It was suggested that there might be another blue badge holder in Ashley Road who might wish to use the bay.
- 6.4.3. Accidents on road to Kingsdown – Cllr John Lloyd reported that there had been 2 further accidents at the spot which had already been the subject of discussion between the council and officers from B&NES, resulting in kerbs being hit out.
- 6.4.4. Grit Bin – a resident's concern about the removal of the grit bin from Dovers Park loop was noted.

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

- 6.5.1. Cllr Hugh Baker presented the Planning & Environment Committee monthly report for April 2009. The following items were discussed:-
- 6.5.2. Shed in Warleigh Woods – a resident of Warleigh continued to express concerns that no action had been taken following the error by B&NES which had resulted in the shed being granted planning permission. The parish council considered that it had done all it could by raising this matter in writing with the planning authority but as there was no mechanism for repealing planning permission once it had been granted the parish council had no powers in this matter. If the individual wished to pursue this matter further, the parish council advised them to write to B&NES and the Planning Inspectorate in Bristol.
- 6.5.3. Land opposite Lavington's Yard – Cllr Ian Plain reported that there appeared to be a structure being erected on the land. Cllr Hugh Baker said that he would contact the local authority enforcement officer and inform the Beat Manager at the Annual Parish Meeting in case a traveller's camp was being established.

**Action: Cllr Hugh Baker**

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

- 7.1. Cllr Stan Cherry reported that he had set up the speaker system. The Clerk confirmed that a full set of papers for the APM had been prepared for each councillor.

## **8. Sustainable Communities Act**

- 8.1. Members noted that B&NES had adopted the Sustainable Communities Act 2007 and was inviting communities to submit proposals to improve their area. The council did not have any qualifying projects to put forward, but acknowledged that groups within the village may have ideas of their own. The council agreed that a note should go in the Bathford Bulletin publicising the opportunity for communities to submit proposals for central government funding.

**Action: Clerk**

## **9. Calor Village of the Year**

- 9.1. Members noted receipt of the application form and agreed that it would be nice for Bathford to enter the competition again after a gap of several years. However, pressure of other duties meant that a councillor could not take on this task. It was suggested that the matter could be raised at the Annual Parish Meeting and the Clerk was also asked to put a note in the Bulletin asking if a parishioner would volunteer to oversee the entry process.

**Action: Clerk**

## **10. Neighbourhood Watch**

- 10.1. There were no matters to report.

## **11. Liaison with School Governors**

- 11.1. There were no matters to report.

## **12. Correspondence**

- 12.1. There were no matters to report.

## **13. Items to report**

- 13.1. There were no items to report.

## **14. Items for the Bulletin**

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

14.1.1. Thanks to residents for attending APM

14.1.2. Free swimming for over 60s

14.1.3. Reminder about Same Day Waste Collection

14.1.4. Sustainable Communities Act

14.1.5. Bath Spring Flower Show

14.1.6. Volunteer to complete entry form for Village of the Year competition

14.1.7. Date of next meeting.

**Action: Clerk**

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

15.1. Donation to churchyard maintenance

15.2. Contribution from Parish Plan Account towards cost of fundraising calendar

## 16. Payments for approval

16.1. Payment of the invoices presented to the council at this meeting was proposed by Cllr Hugh Baker and seconded by Cllr Richard Wickham. The council RESOLVED to make the following payments:-

I M Suleman	Office rent Apr 09 - paid by standing order	£103.00
ALCA	Annual Subscription	£376.42
Thring Townsend	Legal fees	£200.00
EDF Energy	Electricity for office in Manor Basement	£20.32
EDF Energy	Street Lighting	£3.41
Corsham Print Ltd	Printing Bathford Bulletin April 2009	£87.00
R Millbank	Grass cutting	£330.00
The Phone Co-op	Phone and internet cost March 2009	£30.81
Mrs R C Holding	Clerk's expenses – petty cash, electricity for office	£60.00
Mrs R C Holding	Clerk's salary – March 2009	£693.19
HMRC	Tax and NI	£136.21

## 17. Date of next meeting

17.1. The next meeting will be the Annual Parish Council Meeting on Monday 18 May 2009 at 7.00pm to be followed immediately by regular parish council business.

The meeting closed at 7.17pm

Signed..... (Chair)

Date.....