

**Minutes of Bathford Parish Council Meeting  
held on Monday 20 July 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 Wendy Chambers  
Councillor Paul Faulkner  
Councillor John Lloyd  
Councillor Keith Masdin  
Councillor Ian Plain  
Councillor Jean Vesey  
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)

**1. Apologies**

1.1. Apologies were received from Ward Councillor Gabriel Batt.

**2. Public Five Minutes**

2.1. No matters were raised under this item.

**3. Declaration of interests 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 (15 June 2009)**

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. Loose stones from wall in Warleigh – Cllr Wendy Chambers said that the owner of the woodland on whose land the fallen tree had stood had been traced and apologised that stones had been left on the road. Arrangements would be made to have these removed, but it was not known whether the wall would be rebuilt.

5.2.2. Relocation of Notice Board – it was reported that the council had received no objections from residents in the cottages opposite the proposed location of the notice board and therefore arrangements would be made to move the

notice board subject to approval from the Finance and Admin Committee for the purchase of timber posts etc.

- 5.2.3. Repair of steps by Priority Point 3 – Cllr Shirley Beazer reported that this matter had been passed to B&NES and the resident had been advised to liaise direct with B&NES with regard to their complaint.
- 5.2.4. Report of caravan on the Withy Bed – the PCSO had been asked to investigate but had reported that as the vehicle was on private land no action could be taken. It was reported that the caravan appeared to have gone.

## **6. Committee Reports**

### **6.1. Amenities Committee**

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for July 2009. The following items were discussed:-
- 6.1.2. Waste bin in play area – it was noted that the bin had been emptied but only after 3 separate requests to B&NES. Cllr Stan Cherry said that he was trying to get B&NES to empty the bin on a regular basis, but no one department appeared to have responsibility for it. The situation would be monitored.
- 6.1.3. Allotment bank – B&NES had claimed that this area did not form part of the highway and therefore would not be cut as part of their program. The village handyman had cut the bank as an extension to the grass cutting contract.
- 6.1.4. Complaint about bench on High Street – Cllr Stan Cherry reported that one of the complainants had telephoned him following receipt of the council's letter informing residents of the decision not to relocate the bench as this time. In view of this, it had been agreed by the Amenities Committee that a meeting with residents should be arranged at the site. Cllrs Stan Cherry, Wendy Chambers and John Lloyd would shortly agree a time to meet to reassess the siting of the bench and residents would be invited to attend.  
**Action: Cllrs Stan Cherry, Wendy Chambers and John Lloyd**
- 6.1.5. Bathford Calendar 2010 – Cllr Stan Cherry reported that the calendar had been sent to the printers and that the full costs of production had been met by sponsorship.
- 6.1.6. Bin in stone bus shelter on village green – Cllr Stan Cherry reported that the parish council had been notified by B&NES of a complaint from a resident about the bin located in the bus shelter. Cllr Stan Cherry reminded members that the decision had been taken to have the bin placed there so that it was within easy reach to encourage people to use it rather than litter the shelter which is what had happened when the bin was located out of sight on the other side of the shelter. Cllr Stan Cherry said that he was trying to speak to the appropriate person at B&NES to arrange for a base to be laid outside the shelter on the open side so that the bin would be outside the shelter but still be easily to hand. Cllr Keith Masdin asked whether the two redundant concrete bases could be removed at the same time.  
**Action: Cllr Stan Cherry**

## **6.2. Communications Committee**

- 6.2.1. Cllr Ian Plain reported that there had been no issues arising since the last meeting, but the Committee would arrange a meeting to finalise the relocation of the notice board.

**Action: Communications Committee**

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

- 6.3.1. Cllr Susan Barclay reported that there had been no issues for Committee consideration since the last meeting, but a meeting would be arranged to review the council's complaints procedure to be based on the model procedure suggested by NALC.

- 6.3.2. It was noted that the council would be receiving a VAT refund of £1,220.35 for the period 2008-2009.

- 6.3.3. Summary of Income and Expenditure April to June 2009 – Councillors noted the report of income and spend for the first quarter of the year. Members further noted the significant fall in the amount of bank interest received for the first quarter and the rise in the level of reserves compared to the same period last year.

- 6.3.4. Request from Transition Group for donation towards hall hire costs for a public meeting – the information requested by the parish council had not been provided by the Transition Group and therefore this matter would be deferred to the next meeting.

**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 July 2009. The following items were discussed:-

- 6.4.2. Overgrown vegetation – following an approach to the owners of Tyndale about the weeds and nettles growing over the entrance to Birdcage Walk, the owners had given permission for the parish council to arrange a "one-off" cut of the weeds and the Chair thanked Cllr Ian Plain for doing this job.

- 6.4.3. Faresaver Bus Timetable – it was noted that the timetable for the Faresaver bus was not on the bus stop in Dovers Park. Cllr Stan Cherry said that he would put timetables in the shelters in Bathford.

**Action: Cllr Stan Cherry**

- 6.4.4. Riverside footpath - members noted that the footpath alongside the river in Batheaston remained closed and that B&NES had no immediate plans to reconstruct it or reopen the right of way.

- 6.4.5. A363 – Cllr Shirley Beazer reported that B&NES were to carry out a feasibility study with regard to subsidence on the stretch of road through Sally-in-the-Woods.

- 6.4.6. General Issues - the following problems were reported for B&NES attention:-

- 6.4.6.1. Evidence of subsidence on road to Kingsdown;

- 6.4.6.2. Blocked gully in Warleigh;
- 6.4.6.3. The very poor condition of the pavements and roads around Mountain Wood.
- 6.4.7. Cllr Shirley Beazer said that she would report all the above matters to B&NES.  
**Action: Cllr Shirley Beazer**
- 6.4.8. Road sign obscured - it was reported that a direction sign on the Box Road was obscured by an overgrown hedge. Cllr Hugh Baker said he would find out which property the hedge was on so that the owners could be asked to carry out pruning.  
**Action: Cllr Hugh Baker**
- 6.4.9. Bathford School Boundary Fence – Cllr Keith Masdin confirmed that he had received a quote for replacing the wooden fence with a metal one and replacing the fence with a wall. It was agreed that a wall would not be appropriate on the grounds of safety as children could be concealed. The quote for a metal fence was £29,800 which was very close to the quote of £30,000 obtained by the school, thereby confirming that the prices obtained by the school were reasonable for a job of this size.
- 6.4.10. Cllr Shirley Beazer reported that Ward Councillor Gabriel Batt could apply for a grant of up to £4,000 from B&NES for community projects and he would be completing the form after discussion with the Head Teacher shortly. This grant if forthcoming would help reduce the costs and the contribution required from the school, LEA and parish council.
- 6.4.11. Members again discussed the idea of residents being asked if they would support an increase in the precept towards the cost of replacing the school fence. It was agreed that the F&A Committee would consider the issue of funding for the school fence at its next meeting.  
**Action: F&A Committee**

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

- 6.5.1. Cllr Hugh Baker presented the Planning & Environment Committee monthly report for July 2009. The following items were discussed:-
- 6.5.2. Regional Spatial Strategy (RSS) – it was noted that a legal challenge had been made to the East of England RSS and therefore decisions about all other RSSs were on hold.
- 6.5.3. The Bath Transport Package – it was noted that B&NES Development Control Committee (DCC) had ended in some confusion after councillors voted not to support the applications for the expansion of the Newbridge P&R and Bus Rapid Transit Scheme and then voted again to defer their decision to a future meeting. Concern has also been expressed about whether some of those present at the DCC meeting declared relevant interests. Members noted that no decision had been reached about call-in of the planning application for the proposed P&R on Bathampton Meadows.
- 6.5.4. Unkempt land in Dovers Park – it was reported that the concrete retaining wall had been torn up and the concrete dumped on the land making it more

of an eyesore than previously. Members confirmed that they had done everything within their power to try to get the land cleaned up and had asked B&NES to use their powers without success. The Clerk was asked to write again to B&NES again asking them to re-assess the matter now that the condition of the land had changed.

**Action: Clerk**

- 6.5.5. Planning matters affecting Warleigh – the concerns of a resident in Warleigh about planning matters in a neighbouring parish had been received too late to be included on the agenda for this meeting. It was agreed that the concerns would be considered at the next meeting of the Planning Committee.

**Action: Planning Committee**

## **7. Attendance at ALCA AGM Wednesday 23 September 2009**

- 7.1. Members noted that the ALCA AGM would be held on Wednesday 23 September 2009 at 6.30pm in Congyre Hall, Timsbury. Members were asked to consider whether up to two councillors were available to attend.

**Action: All Councillors**

## **8. Neighbourhood Watch**

- 8.1. Cllr Jean Vesey reported that the PCSO had been speaking to young people in the village and they had asked whether a Basketball Hoop could be put up on the Recreation Ground for them to use. The police were supportive of such initiatives which gave young people an activity. Cllr Stan Cherry said that he would add this request to the list of projects to be considered by the Amenities Committee when setting next year's budget.

**Action: Cllr Stan Cherry and Amenities Committee**

- 8.2. Neighbourhood Watch System – a member asked how effective the Neighbourhood Watch system was in the parish. It was generally felt that there was an effective system of email communication between the Neighbourhood Watch Coordinator and the local contacts and that major incidents were publicised by the contacts and in the Bathford Bulletin. Every effort had been made to enable contacts to obtain up to date details of their neighbours and some contact points had been more effective at doing this than others, but all participants in the Neighbourhood Watch scheme were volunteers and it was not appropriate for the parish council to compel their participation.

- 8.3. It was agreed that Cllr Jean Vesey, as the Neighbourhood Watch Coordinator, should call a meeting of all Neighbourhood Watch Contacts in the autumn to consider the comments made, review the effectiveness of the system and suggest improvements as necessary.

**Action: Cllr Jean Vesey**

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

- 9.1. There were no matters to report. The Clerk was asked to check whether minutes of the School Governors Meetings are published on the school website and if not, to ask for the parish council to be put on the distribution list to receive copies of the minutes for information.

**Action: Clerk**

## **10. Correspondence**

- 10.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 10.2. BEFA – acknowledgement of the parish council's donation towards the cost of producing a village calendar.
- 10.3. St Swithun's PCC – letter of thanks for the annual donation towards the cost of churchyard maintenance.
- 10.4. Cotswold Conservation Board – notice that a vacancy has arisen for a Parish Member on the Board and inviting nominations. Members were reminded that membership of the Board would require a major commitment of time.
- 10.5. Community Action – notice that the AGM for the period 2007-2008 would take place on 29 July in Long Ashton, Bristol. It was noted that BEFA were sending a representative to the AGM.
- 10.6. Don Foster MP – reply to the parish council's concerns about the Eastern P&R indicating that while he was in favour of a P&R, he did support a Public Inquiry to address many of the unanswered questions about the proposal.
- 10.7. English Heritage – reply to the council's concerns about the potential effect of the P&R on Bathford conservation area. Letter passed to Cllr Hugh Baker for consideration by the Planning Committee.

## **11. Items to report**

- 11.1. Matters arising from Parishes Liaison Meeting – it was noted that B&NES have an obligation to provide 19 pitches for travellers across the district but no pitches had been designated in this parish. The idea for a "Village Agent" to act as a liaison point between the local authority and residents had received a lukewarm response at the meeting.
- 11.2. Village cooperation – regret was expressed by a member that village organisations had not allowed the church to borrow tables for use at the St Swithun's day fete. They considered it disappointing that equipment could not be shared for a really successful and enjoyable event that had benefited the whole parish. As neither of the organisations in question were connected in any way with the parish council it was agreed that it was not a matter for parish council involvement and the managing body of the organisations would have to be approached to make decisions about the loan or hire of their equipment.
- 11.3. Bathford Consolidated Charities (BCC) – Cllr Stan Cherry reported that work was continuing to pass the funds over to Dorothy House. Information had been obtained from the charity confirming that they had helped 22 parishioners during the past two years and therefore the Trustees of BCC were satisfied that the funds would continue to be used for the direct benefit of parishioners.
- 11.4. Trees in grounds of Whitehaven – it was commented that the trees at Whitehaven were of a substantial size and branches extended out over the pavement. Cllr Ian Plain reported that the condition of all the trees had been surveyed by the previous owners.

11.5. Advertising signs in the Conservation Area – it was reported that signs advertising the services of a building contractor had been put up on houses in Ashley Road although no work was apparently being carried out. The Clerk was asked to write to B&NES to ask if these signs complied with regulations and if not to enforce their removal.

**Action: Clerk**

## 12. Items for the Bulletin

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

12.1.1. Same day waste collection – reminder of new collection day

12.1.2. Minutes of Annual Parish Meeting held in April are available for comment

12.1.3. Reminder that there is no meeting in August

12.1.4. Date of next meeting.

**Action: Clerk**

## 13. Items for the next meeting

13.1. Preliminary consideration of Budgets for 2010-2011

13.2. Report from F&A Committee about funding for School Fence

## 14. Payments for approval

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

I M Suleman	Office rent July 09 - paid by standing order	£103.00
EDF Energy	Electricity for Manor Basement	£20.31
EDF Energy	Electricity for Street Lighting	£3.41
R Millbank	Grass cutting and work on allotment bank	£470.00
Corsham Print Ltd	Printing Bathford Bulletin July 2009	£120.00
The Phone Co-op	Phone and internet cost June 2009	£29.00
Mrs R C Holding	Clerk's expenses – petty cash, electricity for office	£60.00
Mrs R C Holding	Clerk's salary – June 2009	£530.97
HMRC	Tax and NI	£13.94

## 15. Date of next meeting

15.1. The next meeting will be held on Monday 21 September 2009 at 7.30pm in the parish office.

The meeting closed at 9.25pm

Signed..... (Chair)

Date.....