

Minutes of Bathford Parish Council Meeting
held on Monday 12 October 2009 at 7.30pm in the Parish Office, Bathford Hill,
Bathford

Present: Councillor Shirley Beazer (Chair)
Councillor Stan Cherry
Councillor Susan Barclay
Councillor Wendy Chambers
Councillor John Lloyd
Councillor Ian Plain
Councillor Jean Vesey (from item 5)
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)

1. Apologies

1.1. Apologies for absence were received from Ward Councillor Gabriel Batt and Cllrs Hugh Baker, Paul Faulkner and Keith Masdin.

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 (21 September 2009)

4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Susan Barclay and seconded by Cllr Wendy Chambers. 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. Minutes of School Governors Meetings – the Clerk had asked for a copy of the financial report referred to in the minutes but had received no reply. The Clerk was asked to make a further request.

Action: Clerk

5.2.2. Bulb Planting Project – the Clerk confirmed that there had been no response to the appeal for volunteers to plant bulbs in the public spaces around the

village. Members agreed to put another note in the November edition of the Bathford Bulletin to try to encourage interest in this project.

Action: Clerk

5.2.3. Railings leading to church lych gate – Cllr Shirley Beazer reported that officers from B&NES had inspected the damaged railings and had agreed that the local authority would undertake the necessary repairs.

5.2.4. Relocation of Notice Board – Cllr Ian Plain reported that he had received quotes for the oak posts, the cheapest of which was £13.23 + VAT per post. Council agreed that 2 posts should be purchased at a total cost of £26.46 + VAT to enable the notice board to be moved as soon as possible.

Action: Cllr Ian Plain

5.2.5. Level Crossing at Bathampton – Cllr Shirley Beazer reported that she had spoken to Network Rail who confirmed that indicator lights would be retained on the level crossing if it was changed to pedestrian access only.

5.2.6. Neighbourhood Watch – Cllr Wendy Chambers confirmed that she had obtained the correct email address for the Neighbourhood Watch representative in Warleigh. Cllr Stan Cherry reported that he had sent out an email to all representatives to check the accuracy of the email addresses held. He had received a response from all but two representatives, one of whom Cllr Jean Vesey advised had withdrawn from the scheme. Cllr Stan Cherry said that it would be a good idea to carry out a check of addresses once a year to maintain the accuracy of the list. Cllr Stan Cherry asked whether Warleigh Lodge Farm had joined the Farm Watch scheme. Cllr Wendy Chambers said that she would ask.

Action: Cllr Wendy Chambers

5.2.7. Model Publication Scheme – Cllr Richard Wickham reported that he had done a comparison between the model publication scheme issued by the Information Commissioner and the parish council's current model. It was considered that the parish council complied with the requirements relating to the publication of information, but the current scheme may need some minor changes to bring it into line with the revised format of the model publication scheme.

Action: Clerk

6. Committee Reports

6.1. Amenities Committee

6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for October 2009. The following items were discussed:-

6.1.2. Budget 2010/2011 – Cllr Stan Cherry tabled 2 draft budgets for consideration, one of which included figures for the suggested basketball hoop to be positioned on the playing field.

6.1.3. Basketball hoop – Cllr Stan Cherry reminded members that the idea for a basketball hoop had been suggested to the parish council by the PCSO following his discussions with local young people. Cllr Stan Cherry said that he would like the council's formal agreement to the installation of a basketball

hoop and proposed that a hoop should be put on the playing field. This was seconded by Cllr Shirley Beazer. A vote was taken by a show of hands and members RESOLVED unanimously to agree to the installation of a hoop.

- 6.1.4. A location for the new hoop was discussed. Cllr Stan Cherry reported that the space between the rugby clubhouse and the cricket nets at the bottom of the field had been identified as the best position. The rugby club had no objection and it was well away from houses bordering the playing field. Members agreed that the suggested position at the bottom of the field appeared to be the best available.
- 6.1.5. Cllr Stan Cherry said that the estimated cost for purchasing and installing a basketball hoop and hard standing would be around £1,300. If this figure was included in the Amenities budget, the budget would rise by 3.25% compared to last year. If the cost was met from reserves then the budget would be reduced by -17%. It was agreed that the F&A Committee would make the decision about funding during their forthcoming budget discussions.
Action: F&A Committee

6.2. Communications Committee

- 6.2.1. Cllr Ian Plain reported that other than the quotes being received for the new oak posts as discussed under item 5 earlier in the meeting there had been no other issues arising since the last meeting.
- 6.2.2. Cllr Wendy Chambers asked whether the committee had any plans to review advertising rates in the light of the announcement at the last meeting that enquiries about advertising in the Bulletin had increased. Cllr Ian Plain said that advertising rates generally were falling and the committee had no immediate plans to review the rates. Cllr Ian Plain confirmed that the size of the adverts published were set by the advertisers themselves as they were asked to submit the advert in a format which was inserted directly into the Bulletin layout without the need for editing.

6.3. Finance and Administration (F&A) Committee

- 6.3.1. Cllr Susan Barclay reported that the next F&A Committee meeting would be held on 19 October to start discussions on next year's budget.
- 6.3.2. Donation to the Royal British Legion (RBL) – Members considered the annual donation to the Bathford Branch of the RBL which was used to purchase a wreath to be laid by the Chair on Remembrance Sunday. The Act of Remembrance was now a significant event in the parish year, particularly the march through the village by members of the RBL and the presence of the RBL Standard at the ceremony.
- 6.3.3. Under Section 137 and 139 of the Local Government Act (LGA) 1972 the parish council did have power to incur 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. Members considered that the RBL did have a parish connection and brought benefits to parishioners through its powers to give assistance locally as well as nationally. Cllr John Lloyd proposed and Cllr Stan Cherry seconded the proposal to make a donation of £75.00 to the Bathford Branch of the RBL. A vote was taken by a

show of hands and it was RESOLVED unanimously that the council, in accordance with the powers stated above, should make a contribution of £75.00 to the Royal British Legion in Bathford which would include the purchase of a wreath to be laid on Remembrance Day by the Chairman of the Parish Council.

6.4. Highways, Footpaths and Lighting Committee

- 6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for October 2009. The following items were discussed:-
- 6.4.2. Potholes – Cllr Shirley Beazer reported that according to the latest road report issued by B&NES the potholes outside the parish office, on the A363 and on Warleigh Lane would be repaired very soon.
- 6.4.3. Car Parking - members noted that the PCSO had been informed about a car parking in the pedestrian “safety zone” where the pavement ends at the junction of Church Street with Bathford Hill.
- 6.4.4. Wall bordering Warleigh Lane – Cllr Wendy Chambers reported the concern by a Warleigh resident that stones from walls bordering Warleigh Lane were falling onto the highway.
- 6.4.5. Fingerpost obscured – it was noted that vegetation was obscuring the finger post at the end of Warleigh Lane and Cllr Shirley Beazer said that she would ask B&NES to clear it.
Action: Cllr Shirley Beazer
- 6.4.6. Re-enactment at American Museum, Claverton – Cllr Wendy Chambers reported that the residents of Warleigh had received no warning from the Museum that the re-enactment was taking place and the noise of the cannon fire had been unbearably loud and caused considerable distress to animals. The parish council had complained about the noise levels in 2007, but no action appeared to have been taken. Cllr Wendy Chambers said that she had made a complaint to B&NES out of hours emergency line during the weekend and was awaiting a reply.

6.5. Planning and Environment Committee

- 6.5.1. Cllr Shirley Beazer reported in Cllr Hugh Baker’s absence that the Planning Committee would be meeting on 13 October. It was noted that pressure groups opposed to the Park & Ride proposed on Bathampton meadows would be mounting a legal challenge to B&NES decision to approve the development following the government’s decision not to call-in the application for determination by the Secretary of State.
- 6.5.2. Parishes Liaison Meeting – Cllr Shirley Beazer reported that she would be attending the next meeting of the Parish Liaison Meeting on 14 October in Keynsham.

7. Proposed dates for the parish council meetings in 2010

- 7.1. Members noted the suggested dates for parish council meetings 2010. Acceptance of the dates was proposed by Cllr Stan Cherry and seconded by

Cllr Susan Barclay. A vote was taken by a show of hands and the council RESOLVED unanimously to accept the dates for next year.

8. Review any nominations for the Chairman of B&NES Council Community Awards

- 8.1. The Clerk reported that there had been no nominations from residents in response to the council's invitation to put names forward.
- 8.2. Councillors agreed that the BEFA Committee, part time paid shop manager and team of volunteers who kept the shop open 7 days a week were worthy nominees for the award. In the absence of any other proposals members agreed to nominate the BEFA Committee, part time paid shop manager and team of shop volunteers in the category of Volunteer Team of the Year. The Clerk was asked to complete the nomination form and return it to B&NES prior to the deadline of end of October.

Action: Clerk

9. Neighbourhood Watch

- 9.1. Cllr Jean Vesey reported that she was waiting for a reply from the new Beat Manager before arranging a meeting of Neighbourhood Watch.
- 9.2. Cllr Jean Vesey said that the scheme was facing real difficulty in encouraging more volunteers to participate and several roads in the parish were without Neighbourhood Watch representation. Cllr Richard Wickham suggested focussing on those roads without representation perhaps with a targeted leaflet drop only in those areas. Cllr Jean Vesey said that she would give consideration to putting together a flyer for distribution around specific areas.

Action: Cllr Jean Vesey

10. Liaison with School Governors

- 10.1. Cllr Jean Vesey reported that work on the new hall would start during half-term in October. The school had received a grant for new IT equipment and was to become a pilot school for IT use. It was noted from the minutes of the Governors meeting that the first phase of the new fence would be carried out as part of the contract to build the hall.

11. Correspondence

- 11.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 11.2. New Vicar – St Swithun's PCC was inviting residents to contribute their views to a parish profile which was being drawn up as part of the process to recruit a new vicar for St Swithun's. Members agreed that it was not appropriate for the parish council to submit a response, but individual councillors were welcome to reply in a private capacity as residents of the parish.
- 11.3. Anniversary of Chew Valley Defibrillator project – the invitation to an event to mark the second anniversary of the public access defibrillators at Chew Valley was noted.
- 11.4. Fireworks – promotional literature from a Firework display company based in Devizes was noted.

12. Items to report

12.1. Holidays – Cllr Shirley Beazer reminded members to inform the Clerk and Chair if they were going away and unavailable for parish council business.

12.2. Accident near Kingsdown – it was reported that another vehicle had come off the road in the same place where accidents had happened before. Cllr John Lloyd said he was convinced that there was an adverse camber on the road which caused so many accidents at the same spot. Cllr Shirley Beazer said that she would contact B&NES again about this matter.

Action: Cllr Shirley Beazer

12.3. Bathford Consolidated Charities – Cllr Stan Cherry reported that he had contacted the Charity Commission about the winding up of the charity to be told that they had no record of receiving the correspondence he had submitted. The documents had been resent by email for action.

12.4. Bathford Paper Mill – Cllr Stan Cherry reported that the paper mill had offered to give parish councillors a tour of the mill. He was awaiting information with regard to maximum numbers and a suggested date.

13. Items for the Bulletin

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

13.1.1. Repeat request for volunteers for bulb planting group

13.1.2. Seek volunteers for Neighbourhood Watch

13.1.3. Reminder of garden waste collection dates

13.1.4. Date of next meeting.

Action: Clerk

14. Items for the next meeting

14.1. Approval of budgets for 2010-2011

14.2. Half yearly summary of income and expenditure

15. Payments for approval

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

I M Suleman	Office rent Aug 09 - paid by standing order	£103.00
R J Sully & Son	Hedge cutting	£92.00
BWBSL (Wessex Water)	Allotment water use	£207.05
EDF Energy	Street Lighting	£3.41
EDF Energy	Electricity for office in Manor Basement	£27.56
R Millbank	Grass cutting	£330.00
Corsham Print Ltd	Printing Bathford Bulletin Aug 2009	£120.00
Avonvale RFC	Rebate of playing field rent	£50.00
Mrs R C Holding	Clerk's expenses – petty cash, electricity for office	£60.00
Mrs R C Holding	Clerk's salary – September 2009	£472.86
Royal British Legion	Donation to Poppy Appeal for Wreath	£75.00
CPRE	Annual Membership	£29.00

15. Date of next meeting

15.1. The next meeting will be held on Monday 16 November 2009 at 7.30pm in the parish office.

The meeting closed at 9.15pm

Signed..... (Chair)

Date.....