

**Minutes of Bathford Parish Council Meeting
held on Monday 15 February 2010 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 John Lloyd
Councillor Keith Masdin
Councillor Jean Vesey
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)

1. Apologies

1.1. Apologies for absence were received from Cllr Ian Plain, Cllr Paul Faulkner and 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. Cllr Stan Cherry declared a non-prejudicial interest in the item on the proposed cricket pavilion as President of the Bathford Cricket Club.

4. Approval of the minutes of the last meeting (18 January 2010)

4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Stan Cherry 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. Relocation of notice board – deferred until the weather improves.

Action: Cllr Ian Plain

- 5.2.2. Communications Committee meeting – Cllr Keith Masdin reported that arrangements were being made to hold a meeting on a date yet to be agreed.
Action: Cllr Ian Plain
- 5.2.3. Mechanical Sweeping – it was reported that mechanical sweeping had been carried out in the parish recently, but Warleigh did not appear to have been included. Cllr Wendy Chambers said that the lane may not necessarily need sweeping each month, but would inform the Chair if sweeping was not carried out when required.
- 5.2.4. Play area inspection report – Cllr Stan Cherry said that he would follow up a reply to his previous enquiries about the alleged loose bolts on the swing.
Action: Cllr Stan Cherry
- 5.2.5. Build out at Crown Bus Stop – Cllr Stan Cherry confirmed that he had met with Ward Cllr Gabriel Batt on site following the last meeting, but before any further action could be taken B&NES had proceeded to install a raised kerb by the shelter and therefore a built out would not be constructed at this location, despite the council's view that this would have been the best way to give passengers easier access to and from the bus.
- 5.2.6. Grit bins – Cllr Shirley Beazer reported that there had been a good response from residents proposing possible locations for additional grit bins. A list of potential sites had been sent to B&NES. Each site is required to be inspected by B&NES and a decision made about whether it is appropriate. Any response from B&NES would be reported to a future meeting.
- 5.2.7. Library Survey – it was reported that no completed questionnaires had been returned to the council. It was suggested that a reminder about the survey should be put in the next edition of the Bulletin.
Action: Clerk
- 5.2.8. Revised complaints procedure – a draft of the revised procedure had been prepared by the Clerk and this would be sent to the F&A Committee for consideration.
Action: Clerk

6. Committee Reports

6.1. Amenities Committee

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for February 2010. The following items were discussed:-
- 6.1.2. Benches – Cllr Stan Cherry reported that the two benches on the High Street, about which there had been complaints with regard to their locations, had been moved to alternative sites nearby.
- 6.1.3. New Cricket Pavilion – Cllr Stan Cherry reported that the Amenities Committee had attended a very useful meeting with representatives from Bathford Cricket Club (BCC) about the building of a new pavilion. The club had listened to comments made by the parish council with regard to the proposals and demonstrated a firm commitment to the project. Cllr Stan

Cherry had also attended a separate meeting between the BCC and a representative from the ECB about the project at which the ECB had indicated that if the club could demonstrate local support for the project and commitment to fundraising, there were a number of sources of grant funding available. The new pavilion was estimated to cost around £30,000, but may be less if some work was carried out on a voluntary basis. The pavilion would provide basic amenities to enable the club to host visiting teams, provide changing and toilet facilities and have an area in which to serve teas. The BCC had visited other clubs with similar facilities and it was expected that the building would have a life of around 50 years with proper maintenance.

- 6.1.4. Concerns had been raised that the parish council would be subsidising the BCC by contributing to the cost of building work. This was not considered to be the case because the parish council was responsible for the cost of maintaining the current pavilion and, unlike the rugby club who owned the clubhouse they had built on the playing field, the new pavilion would revert back to the ownership of the parish council if the cricket club folded. It would not be the intention of the club to start work until all the finance was in place so there would be no danger of the building work starting and being left unfinished due to lack of funds.
- 6.1.5. Members suggested that a formal agreement should be drawn up between BCC and the parish council with regard to the ground rent, the transfer of maintenance and all other costs associated with the building to BCC, and what would happen to the building in the event that BCC folded and that the parties should get agreement on these issues early in the process.
- 6.1.6. It had been suggested at meetings with the cricket club that the parish council should apply for planning permission for the new pavilion as part of the council's contribution to this scheme the cost of which would come from the funds earmarked for the project.
- 6.1.7. Cllr Wendy Chambers proposed that a planning application for the new pavilion be made by the parish council on behalf of Bathford Cricket Club. This was seconded by Cllr John Lloyd. A vote was taken by a show of hands the result of which was 7 votes in favour and 2 abstentions. The council therefore **RESOLVED** to make the planning application.
- 6.1.8. Cllr Hugh Baker proposed that the building would be for the use of Bathford Cricket Club for a peppercorn rent, the level of which was to be agreed, subject to the drawing up of a formal agreement for the use of the building; transfer of all costs to the cricket club; and the transfer of the building back to the parish in the event that the cricket club folded. This was seconded by Cllr Jean Vesey. A vote was taken by a show of hands the result of which was 7 votes in favour and 2 abstentions. The council therefore **RESOLVED** to allow the BCC the use of the building for a peppercorn rent, subject to a formal agreement being endorsed by both parties.
- 6.1.9. Cllr Stan Cherry suggested that the agreement entered into with the Rugby Club for the scout hut could form the basis of an agreement with the Cricket

Club and he would send a copy of the agreement to councillors for information.

Action: Cllr Stan Cherry

6.2. Communications Committee

6.2.1. There were no matters for discussion at this meeting.

6.3. Finance and Administration (F&A) Committee

6.3.1. VeraCityBath Ltd - Cllr Susan Barclay reminded members about the presentation given by Steve Mackerness at the last meeting with regard to the creation of a guarantee company VeraCityBath Ltd (VCB Ltd) which had been set up to bring proceedings against the Secretary of State and the B&NES with regard to the approval of the planning application for the Eastern Park & Ride on Bathampton Meadows. The council was asked to give its support to the aims of the company and consider a donation which would be used towards the costs of legal proceedings.

6.3.2. Members acknowledged that the stated policy of Bathford Parish Council was to oppose the building of the Park & Ride due to concerns about the erosion of the green belt buffer zone around Bath and loss of visual amenity and light pollution amongst other issues and therefore the aims of VCB Ltd accorded with council policy. Cllr Hugh Baker proposed that the parish council affirms its support for VCB Ltd and its aims to try to overturn the decision to build the Eastern Park & Ride. This was seconded by Cllr Susan Barclay. A vote was taken by a show of hands the result of which was 8 votes in favour and 1 against. The council therefore RESOLVED to give its support to the aims of VCB Ltd.

6.3.3. Discussion then moved on to the issue of a donation to the company towards the cost of bringing legal proceedings necessary to try to overturn the planning decision. The council agreed that the creation of a Park & Ride would have a detrimental impact on visual amenity from parts of the parish and would adversely affect the traffic through the parish. Therefore overturning the decision would bring benefits to residents. Members were mindful that legal costs could escalate and were concerned that there may be future requests for further donations, but were of the view that a donation should be considered.

6.3.4. 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. Cllr Hugh Baker proposed that the council make a one-off donation to VCB Ltd. This was seconded by Cllr Susan Barclay. A vote was taken by a show of hands the result of which was 5 votes in favour and 4 against. The council therefore RESOLVED to make a one-off donation.

- 6.3.5. Cllr Hugh Baker proposed that the council make a one-off donation of £200.00 to VCB Ltd. This was seconded by Cllr Susan Barclay. A vote was taken by a show of hands the result of which was 5 votes in favour and 3 against and 1 abstention. The council therefore RESOLVED to make a one-off donation of £200.00 to VCB Ltd.
Action: Clerk
- 6.3.6. Request for a donation from Pepperpot Pre-School – members noted the information submitted by the pre-school in the parish, which is a registered charity, setting out their short fall in income due to a drop in the number of children attending the pre-school. This was considered to be a short-term problem resulting from the economic recession as parents decided to wait until their children were eligible for government funded sessions at the age of 3 rather than use the fee paying sessions for younger children. The council accepted that the pre-school brought significant benefit to parents and children in the parish and agreed that it should use its powers under Section 137 and 139 of the Local Government Act (LGA) 1972 to incur expenditure which, in the opinion of the council, was in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.
- 6.3.7. Cllr Keith Masdin proposed that a donation of £500.00 be made to Pepperpot Pre-School £250.00 of which would come from parish council funds and £250.00 would come from the parish plan fund. This was seconded by Cllr John Lloyd. A vote was taken by a show of hands and the Council RESOLVED unanimously to make a donation to Pepperpot of £500.00.
Action: Clerk
- 6.3.8. Appointment of Internal Auditor – Cllr Hugh Baker proposed that Vince Parker, Accountant should be re-appointed as the Internal Auditor for the Annual Accounts 2009 -2010. This was seconded by Cllr Wendy Chambers. A vote was taken by a show of hands and the Council RESOLVED unanimously to appoint Vince Parker as internal auditor.
- 6.3.9. Summary of income and expenditure to the end of December 2009 – Councillors noted the report of income and spend for the period from 1 April to 31 December 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 2010. The following items were discussed:-
- 6.4.2. Dropped Kerbs – Cllr Shirley Beazer reported that a meeting with officers from B&NES had been arranged for 23 February 2010.
- 6.4.3. Visibility restricted at junction of Church Street and A363 – following a report that ivy growing on a wall alongside the A363 was restricting the visibility of drivers pulling out from Church Street onto the A363, the Clerk as asked to write to the householder asking them to have the ivy cut back.
Action: Clerk

- 6.4.4. Masonry falling from Railway bridge – it was confirmed that the falling masonry had been reported to B&NES and Railtrack.
- 6.4.5. Safety on A363 – Cllr Shirley Beazer reported that the Highways Committee had met following the fatal accident on the A363 and made a number of suggestions to B&NES for further safety measures on the A363.
- 6.4.6. Parking around School – Cllr Shirley Beazer reported that B&NES parking officers had been asked to patrol the double yellow lines around the school. The Clerk was asked to put a note in the Bulletin reminding residents that the zig-zag lines outside the school were to be kept clear at all times, even outside school hours.
Action: Clerk
- 6.4.7. Drop-off bus stop on Dovers Park Loop – First bus had confirmed that drivers could not drop-off in this location unless there was a flag on the lamp-post at the top of the loop and therefore the council agreed that there should be a meeting with the residents objecting to the stop to try to get the drop-off service introduced as soon as possible. Cllr Shirley Beazer said that she would contact the residents and arrange a date.
Action: Cllr Shirley Beazer
- 6.4.8. It had been suggested that the small Faresaver bus should consider extending its route to include Mountain Wood. Cllr Stan Cherry said he would contact Faresaver about the proposal.
Action: Cllr Stan Cherry

6.5. Planning and Environment Committee

- 6.5.1. Cllr Hugh Baker presented the Planning and Environment Committee monthly report for February 2010. The following items were discussed:-
- 6.5.2. Jewson View Farm – it was reported that the land was in a mess. The stated use in the planning application had been livestock use and it was a condition of planning permission that the old sheds must be removed before the new shed was put into use. There was no evidence of livestock use and it was suggested that the council should keep this site under review to ensure that the conditions of planning permission were not being breached.
- 6.5.3. Unkempt land in Dovers Park – the Clerk was asked to write again to B&NES asking for action to be taken to compel the absentee land owner to clear the rubble from this site.
Action: Clerk

7. Planning for the Annual Parish Meeting 19 April 2010

- 7.1. It was suggested that in addition to the invitations issued to organisations in the parish, the Library Service should be invited to give a short presentation to the Annual Parish Meeting and that an invitation should be extended to the Beat Manager and the PCSOs covering this area. Cllr Stan Cherry said that plans were being made for a Bathford Summer Festival and the organisers might like to have the opportunity to show residents what was being planned. Cllr Susan Barclay said that she would find a volunteer to do the refreshments. The Clerk

was asked to send last year's agenda to the Finance & Admin Committee for information

Action: Cllr Susan Barclay and Clerk

8. Letter of support for Bathford's Community Shop

- 8.1. Members were very pleased to note that B&NES were preparing to nominate the Bathford Community Shop for the Queen's Award for Voluntary Services. The parish council had been asked to write a letter of support for the nomination. Cllr Hugh Baker proposed that the parish council confirm its support for the nomination and approve the draft letter of support circulated with the agenda. This was seconded by Cllr Keith Masdin. A vote was taken by a show of hands and the council RESOLVED unanimously to approve the letter of support.

Action: Clerk

9. ALCA Special General Meeting

- 9.1. Members noted that ALCA proposed to hold a Special General Meeting on 18 March 2010 to discuss subscription levels. Councillors were asked to notify the Clerk if they were able to attend on behalf of Bathford Parish Council.

Action: All Councillors

10. Parish Cluster Meeting

- 10.1. Cllr Shirley Beazer reported that she would be unable to attend the Cluster Meeting of 22 February. Cllr Keith Masdin said he would go to the meeting and the Clerk was asked to forward any paperwork to him in advance of the meeting.

Action: Clerk

- 10.2. Cllr Shirley Beazer reported that she was also unable to attend the Parishes Liaison Meeting on 24 February. Cllr Hugh Baker said he would represent Bathford at the meeting and the Clerk was asked to forward the agenda and supporting papers to him.

Action: Clerk

11. Neighbourhood Watch

- 11.1. Cllr Jean Vesey said that the Neighbourhood Watch meeting held on 3 February had been useful despite a number of people sending apologies for absence which had reduced attendance levels.
- 11.2. There had been a report that a vehicle had been hit while parked in Dovers Park. Cllr Jean Vesey said that she had contacted the police about this incident but had not received a reply to date.

12. Liaison with School Governors

- 12.1. It was reported that Bathford Primary School had been selected as one of the 5 finalists in the Cash for Schools competition being organised by The Bath Chronicle and Barclays Bank. To win the top prize of £4,000, which would be used to create a children's kitchen in the school, the school had to collect the tokens published in The Chronicle each week. The parish council agreed to put a note in the Bathford Bulletin inviting residents to collect the tokens on behalf of the school.

Action: Clerk

12.2. The school could also benefit from cooking equipment from Flora's cooking with schools promotion and the parish council agreed to put a note in the Bulletin inviting residents to support the school by collecting tokens from promotional packs of Flora.

Action: Clerk

13. Correspondence

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

13.2. Drop off stop in Dovers Park – Cllr Gabriel Batt confirmed he would support the parish council's decision with regard to the drop-off stop at the top of Dovers Park loop.

13.3. Funding for school fence – Cllr Shirley Beazer reported that B&NES had awarded a grant of £4,000 to the school towards the cost of replacing the school boundary fence.

13.4. Chairman of B&NES Charity Ball – members noted invitation had been received to this event.

13.5. NSPCC Helpline – the NSPCC had written to the council asking for help in publicising its Helpline telephone number. The council agreed that the number could be published in the Bulletin to raise awareness of the service.

Action: Clerk

13.6. Sustainable Communities Act Amendment Bill – the council noted 2 letters received from Dan Norris MP and a letter from Don Foster MP confirming that they had acted on the parish council's request to support the legislation in this parliamentary session.

13.7. Community Owned Renewable Energy – members noted that the Centre for Sustainable Energy, Bathford Transition Group and BEFA Plus were organising a public meeting on Tuesday 16 March at 8pm at Bathford Primary School to discuss the subject of community owned renewable energy.

13.8. Twinning – members noted the card from the Mayor of Artannes sending Bathford Parish Council best wishes for the New Year.

14. Items to report

14.1. Valley Parishes Alliance Group – Cllr Shirley Beazer reported that the request to consider subscribing to this group had been received too late for inclusion on the agenda for this meeting and would therefore be included for discussion at the next meeting. It was suggested that residents could be made aware of the creation of the Valley Parishes Alliance Group at the Annual Parish Meeting through a reference to the group and its aims in the Annual Planning & Environment Committee report.

Action: Cllr Hugh Baker

14.2. Commemorative Plaque in the stone bus shelter – Cllr Keith Masdin reported that the memorial plaque was in poor condition and he would carry out some cleaning work on the plaque in situ to improve its appearance.

Action: Cllr Keith Masdin

14.3. Blue Bags for cardboard recycling – Cllr Wendy Chambers reported that residents in Warleigh had still not received blue bags. Other councillors reported having received 2 or 3 of the bags. The Clerk was asked to write to Ward Cllr Gabriel Batt asking for the bags to be distributed to households in Warleigh as soon as possible.

Action: Clerk

15. Items for the Bulletin

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

- 15.1.1. Date of Annual Parish Meeting and invite suggestions for items for discussion
- 15.1.2. Ask residents to collect tokens to help the school
- 15.1.3. Publicise the NSPCC Helpline Number
- 15.1.4. Remind residents to complete survey about library services
- 15.1.5. Remind residents not to park on restricted zone outside the school both during and outside school hours
- 15.1.6. Problem of dog fouling – remind dog-owners to clean up after their dog
- 15.1.7. Date of next meeting

Action: Clerk

16. Items for the next meeting

- 16.1. Planning for the Annual Parish Meeting
- 16.2. Valley Parishes Alliance Group

17. Payments for approval

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

I M Suleman	Office rent Feb 2010 - paid by standing order	£103.00
Martin Wright	Materials for allotment shelter	£59.01
Corsham Print Ltd	Printing Bathford Bulletin Feb 2010	£120.00
The Phone Co-op Ltd	Phone and internet charges Jan 10	£30.56
Mrs R C Holding	Clerk's expenses – petty cash, electricity for office	£30.00
Mrs R C Holding	Clerk's salary – January 2010	£485.39

18. Date of next meeting

18.2. The next meeting will be held on Monday 15 March 2010 at 7.30pm in the parish office.

The meeting closed at 9.55pm

Signed..... (Chair)

Date.....