

**Minutes of Bathford Parish Council Meeting
held on Monday 19 July 2010 at 7.30pm in the Parish Office, 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 Richard Wickham

Also Present: Ruth Holding (Clerk)
3 members of the public (for items 1 to part item 7a)
Tracey Pike (B&NES Council) - for item 6
Julie Russell (B&NES Council) – for item 6

1. Public Five Minutes

- 1.1. The members of the public in attendance asked for an update with regard to the proposal for a drop off bus stop on the Dovers Park loop. They reminded members that at a previous meeting it had been agreed that the council would ask for written confirmation from B&NES that the drop-off stop would never become a full bus stop. It had been rumoured that double yellow lines were to be painted around the loop and they asked for clarification from the council about this proposal. The residents were concerned that the issue had been discussed in council meetings, but they had not been kept updated.
- 1.2. It was confirmed that there had been no decision made about the drop-off stop and therefore the council had not considered it necessary to contact residents again before a solution had been found. The Chair said that that the issue of the drop-off bus stop was on the agenda under Item 7a iv and that members of the public were welcome to stay to hear the council's discussion of this matter. The council did take the opportunity to confirm at this stage in the meeting that they were not aware of any plans for any additional double yellow lines in Dovers Park and advised residents to disregard this as hearsay.

2. Apologies

- 2.1. Apologies for absence were received from Cllr Jean Vesey and Ward Councillor Gabriel Batt.

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 June 2010)

- 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. Tariff for allotment water – further enquiries with a local landowner and another parish council with regard to agricultural water tariffs had not provided any further information except to confirm that there did not appear to be a separate tariff available. The council considered that it had investigated this issue thoroughly and the matter was now closed.

- 5.2.2. Amended complaints procedure – members noted that the changes requested by the F&A Committee had been made to the draft and the revised procedure would be presented to the full council at a future meeting for approval.

Action: Clerk

- 5.2.3. Meeting about the future of the Baptist Chapel – Cllr Keith Masdin reported that he and Cllr Ian Plain had attended the meeting called by the Trustees of the Baptist Chapel to discuss the future for the building. The Chapel had been refurbished and had seating for 70. There was also a pleasant garden at the back. Over time, the congregation had fallen to a handful of worshippers and the Trustees had been asked to consider the future for the building. The Trustees presented 3 options, one of which was to sell its interest in a neighbouring property to raise funds, but this would only be a short term measure. The Chapel could be incorporated into the Baptist Union, but the Trustees preferred to maintain their independence. The third option was to offer it for community use, although there were certain restrictions on the use of the building which would need to be changed to allow its use for other than religious meetings. Cllr Keith Masdin said that he and Cllr Ian Plain had indicated that the parish council would be sympathetic to proposals to make the building available for community use. No decision was made at the meeting. It was expected that Trustees would inform the parish council in due course about progress.

6. Funding for Youth Services

- 6.1. The Chair welcomed Tracey Pike, Youth Officer in B&NES and Julie Russell, Leader at Batheaston Youth Centre who had come to speak to councillors about a small sum of money which had become available for youth services in Bathford. The funding came from a section 106 payment from the developer of a site in Bathford, part of which had been allocated for youth services in the parish and the remainder to be spent on special educational needs elsewhere across the unitary authority.

- 6.2. Tracey Pike said that the funding was specifically for young people in the 11-18 age range and B&NES would welcome the opportunity to work in partnership

with the parish council to determine how the money could best be used for the benefit of the young people of the parish. B&NES had little information on the number of young people in the parish in this age range and Cllr Stan Cherry confirmed that the parish council had found it difficult to obtain this data when preparing the parish plan.

- 6.3. One of the possible uses of the funding might be to hire a minibus once a week to take young people from Bathford to the youth centre in Batheaston. Julie Russell said that the Youth Centre ran 3 nights a week on Monday, Tuesday and Thursday from 6.30pm to 9pm and was supported financially by Batheaston Parish Council and B&NES. The centre also opened during daytimes in the school holidays. There were around 50 young people registered to the youth centre and attendance at each session averaged 25 people so there was capacity at the youth centre to take young people from Bathford. At the youth centre the young people could engage in workshops on issues such as health, cooking sessions, football and have access to the internet. Julie Russell said that any councillor interested in learning more about what the youth centre does was welcome attend a session.
- 6.4. Members agreed that young people in the parish should be given an opportunity to put forward their suggestions about how the money might be spent and asked the Clerk to put a note in the next edition of the Bulletin inviting ideas.
Action: Clerk
- 6.5. It was suggested that B&NES might wish to consider publicising the Batheaston Youth Centre in Bathford via posters or information to the school. A councillor said that the parish council had organised a public meeting with young people on a previous occasion and a similar meeting might be arranged in future.
- 6.6. The Chair thanked Tracey Pike and Julie Russell for attending the meeting and for their informative and helpful contributions to the discussion.

7. Committee Reports

7.1. Amenities Committee

- 7.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for July 2010. The following items were discussed:-
- 7.1.2. Drop-off bus stop on Dovers Park loop – it had been reported at the last meeting that B&NES and the bus operator First were insisting that a bus box etc had to be marked on the Dovers Park loop before they would agree to implement a drop off service in this location. The parish council did not consider this necessary or acceptable to residents in this area and only wanted a flag on a lamp-post to indicate the point at which passengers could be set down only on request. The parish council were aware of a number of locations across the city where buses stopped without bus markings being in place and Cllr Stan Cherry had offered to ride the route of the No.13 bus from Bathford to the City Centre to find out how many stops on the route were currently in use without bus box markings etc. His findings had been recorded in a table and showed that a number of stops were currently operating without markings and/or raised kerbs. This information and an accompanying letter repeating the council's request for a simple flag on a

lamp post on Dovers Park loop had been sent to B&NES, with copies to First, Ward Councillors and MPs. Cllr Stan Cherry assured concerned residents that no decision had been made with regard to a drop-off stop and nothing would be done until there was a response to the council's latest letter. Council confirmed that residents would be informed as soon as there were any significant developments to report.

Action: Cllr Stan Cherry

- 7.1.3. Registration of land around the pound wall – Cllr Stan Cherry reported that the advice from a property lawyer was to register the land as a village green only and not pursue the option to register the land in the parish council's ownership. Cllr Stan Cherry said that he would initiate the process to register the land as a green. Information was available from the Ramblers Association and the parish council may also need to compile evidence of usage.

Action: Cllr Stan Cherry

- 7.1.4. Basketball Practice Area – Cllr Stan Cherry reported that two quotes had been obtained for laying the hardstanding around the basketball hoop. The quote from John Lloyd Contractors was the lower of the two prices by a significant margin and that company had been invited to carry out the work as soon as possible. It had been noted at the last meeting that Avonvale Rugby Club had indicated that they may be interested in using a concrete pad for winter training. Members agreed that it should be made clear to the Rugby Club that the basketball area had been installed by the parish council as an amenity for the benefit of local young people and children wanting to play basketball on the practice area would take priority over any other use.

Action: Amenities Committee

- 7.1.5. Scarecrow competition – it was noted that one of the Allotment Wardens was leading on the proposal to make the Scarecrow Competition a village wide event and further details would be published in the August edition of the Bathford Bulletin.

- 7.1.6. New cricket pavilion – Cllr Stan Cherry reported that the club had staked out the footprint of the proposed new building on the playing field for reference and final drawings were in preparation. The completion of the drawings had been delayed as the architect was working to address residents' concerns about the height of the building. The club had started fundraising and would be able to apply for grants when planning permission had been given.

- 7.1.7. Boundary fence between the playing field and bridleway – as a further measure to deter dog walkers from taking dogs across the playing field the Amenities Committee proposed closing all the gaps in the boundary hedge between the playing field and the bridleway and installing 3 stiles along the length of the fence to allow walkers access to the bridleway and sports users to retrieve lost balls etc. Full council agreed the proposal was sensible and reasonable and RESOLVED to remit follow up of this proposal to the Amenities Committee.

Action: Amenities Committee

7.1.8. Special project for planters in the parish – there did appear to be interest from residents for planters similar to the one on the village green to be put in other locations around the parish. It was noted that care would need to be taken to ensure that any proposed location did not block visibility for motorists etc. Cllr Keith Masdin reported that the school would like to plant bulbs along the new fence to improve its visual amenity. It was suggested that B&NES parks department may be willing to provide the bulbs. Both the suggestion for more planters and bulbs around the school boundary fence were remitted to the Communications Committee for further consideration.

Action: Communications Committee

7.1.9. Fundraising for school fence – members noted that a further £15,000 was required to replace the remainder of the school boundary fence. The Communications Committee was asked to consider whether there were ways in which the parish council could promote and encourage fundraising efforts.

Action: Communications Committee

7.2. Communications Committee

7.2.1. There were no matters reported under this item.

7.3. Finance and Administration (F&A) Committee

7.3.1. Switching Electricity Supplier – members recalled that the council had been trying to find an alternative service provider to supply electricity for the three street lights on the playing field since its existing supplier introduced a standing charge at the end of 2009. Following information published in the ALCA Newsletter, a supplier has been found that does not currently apply a standing charge for unmetered supplies and approval was sought to switch to E.ON. Bills would be reduced from £280 per year to £12 per year by switching. Cllr Susan Barclay proposed that the council should switch to E.ON for the unmetered supply of electricity to the street lights. This proposal was seconded by Cllr Richard Wickham. A vote was taken by a show of hands and the council RESOLVED unanimously to switch electricity suppliers. The Clerk was asked to complete the necessary paperwork.

Action: Clerk

7.3.2. Alternative venue for parish council meetings – Cllr Susan Barclay reported that Somer Housing would be prepared to waive the fee for hiring the Community Rooms for the parish council meeting in September and a 50% discount would be applied to subsequent hirings. Cllr Wendy Chambers proposed holding the September parish council meetings in the Community Rooms. This proposal was seconded by Cllr Susan Barclay. A vote was taken by a show of hands and the council RESOLVED unanimously to change the venue for the September meeting. The Clerk was asked to put a note in the Bulletin informing parishioners about the change.

Action: Clerk

7.3.3. Summary of income and expenditure – members noted the summary of income and spend in the first quarter of 2010/2011.

7.4. Highways, Footpaths and Lighting Committee

- 7.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for July 2010. The following items were discussed:-
- 7.4.2. Junction markings – members repeated the request made at the last meeting with regard to the urgent need to repaint junction markings in the parish, particularly at the junction of Warleigh Lane with the A363.
- 7.4.3. Flooding – Cllr Shirley Beazer reported that B&NES had requested information with regard to areas prone to flooding in the parish and the possible cause such as surface run-off, blocked drains etc. Cllr Wendy Chambers said that the corner of Tanglewood was always very wet in the winter. This location would be added to the list to be sent to B&NES.
- 7.4.4. Priority Point 1 – Cllr John Lloyd said that he had been involved in a collision with another vehicle at priority point 1 which had resulted in damage to his vehicle. Cllr John Lloyd repeated his concerns about the inherent dangers of this pinch point. The Clerk was asked to write to B&NES about this incident and repeat the council's request to have the priority point removed.

Action: Clerk

7.5. Planning and Environment Committee

- 7.5.1. Cllr Hugh Baker reported that there had been no planning applications received and there were no planning matters to report.
- 7.5.2. Valley Parishes Alliance (VPA) – it was reported that the launch event had gone well. Cllr Wendy Chambers said that she and a resident from Warleigh would attend the next VPA meeting to raise concerns about the open access land around Warleigh Weir and the extension of the Article 4 granted to the woods at Conkwell to include Warleigh Woods. Residents in Warleigh were also concerned that another entrance had been created into the woods affecting a stone wall.

8. Neighbourhood Watch

- 8.1. There were no matters reported under this item.

9. Liaison with School Governors

- 9.1. Cllr Keith Masdin reported that he had spoken with the Head Teacher about community use of the new school hall. The school was sympathetic to the hall being used by community groups at some time in the future, but have asked to be given time for the staff and pupils to use the new facilities and to allow the school to prepare the administrative policies and procedures which will need to be put in place before the hall can be opened up to wider use. The school had issued an open invitation to all residents to come to an open day to see the new extension on 10 September 2010.
- 9.2. Cllr Ian Plain reported that the minutes of the School Governors' Meetings are now available to view on the school's website.

10. Requirement to send copies of parish council publications to the British Library

- 10.1. Members noted the Legal Advice Note circulated by NALC with the ALCA Newsletter with regard to legislation which entitles the British Library to receive a copy of all publications. The legislation had come into force some years ago and the parish council had not previously been required to send any parish council publications to the British Library. It was concluded that the parish council did not need to take any action in response to the advice note, but would send copies of publications if the British Library made a request for them.

11. Correspondence

- 11.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 11.2. Bathford Summer Festival – members noted a letter of thanks for the parish council's financial support from the organisers of the Bathford Summer Festival. Councillors asked the Clerk to write to each of the 3 organisers of the Festival congratulating them on the success of the event.
Action: Clerk
- 11.3. Guide to Care Homes – members noted the Guide to Care Homes published by B&NES.
- 11.4. Tyndale – members noted that the Rose Garden at Tyndale was donated by the Flower Show Committee. This may need to be brought to the attention of Future Heritage with regard to the redevelopment of the site.

12. Items to report

- 12.1. Summary of outcome of consultation on Library Services – members noted the summary prepared by B&NES of findings from the replies to the survey of library services issued by the unitary authority at the beginning of 2010.
- 12.2. Resident's concerns about donations made by parish council – Cllr Keith Masdin reported that he had been approached by a member of the public concerned at the level of donations being made by the council. Members concluded that the council had not made any significant changes to the level of donations made to local groups this financial year, but had made two relatively large donations from the parish plan account. Parish Plan funds were not precepted money but accumulated over several years from fundraising and voluntary donations to be used for the benefit of the parish and parishioners in accordance with priorities identified in the Parish Plan.
- 12.3. Discounted car parking rates at the Royal United Hospital (RUH) – members noted information issued by The Cancer Information and Support Centre that patients attending for certain cancer treatments may be eligible to buy a parking ticket for £1.00 when attending the RUH for treatment. Relatives visiting patients staying for 4 consecutive weeks or more in the RUH may also be eligible for discounted car parking costs. The Clerk was asked to publish details of the schemes in the August edition of the Bulletin.

Action: Clerk

- 12.4. New commemorative plaque for stone bus shelter – Cllr Keith Masdin showed members the new plaque purchased for the shelter to replace the existing plaque which had become very worn.
- 12.5. Possible changes to space occupied by the village shop – the parish council noted with sadness the death of Vincent Parker who had audited the council's accounts for many years. It was noted that the shop may seek to expand into the office previously occupied by Mr Parker and this may present an opportunity for the parish council to consider moving to space currently used by the shop. The F&A Committee was asked to keep this matter under review.
Action: F&A Committee
- 12.6. Thefts from allotments – it was reported that produce, particularly soft fruit appeared to have been taken from the allotments. Plot holders who suspected that produce had been stolen were advised to report the theft to the police.
- 12.7. Theft of AONB sign from bottom of Bathford Hill – further to the email circulated previously with regard to this issue, Cllr Ian Plain confirmed that he had noticed the disappearance of the sign and reported the theft to the police and the Cotswolds Conservation Board.

13. Items for the Bulletin

- 13.1. The council RESOLVED to publish the following notes in the Bulletin:-
- 13.1.1. Announcement that the Parish Council Meeting in September 2010 will be held in the Community Rooms, Mountain Wood, Bathford
- 13.1.2. Information about discounted car parking charges for certain patients and relatives of long stay patients at the Royal United Hospital.
- 13.1.3. Invite ideas from young people in the parish about how the money for youth services could be spent
- 13.1.4. Date of next meeting

Action: Clerk

14. Items for the next meeting

- 14.1. Budget Planning for 2011/2012
- 14.2. Donation towards wreath to lay at Remembrance Day ceremony

15. Payments for approval

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

I M Suleman	Office rent July 2010-paid by standing order	£106.00
Vincent F Parker	Fee for internal audit of Annual Accounts	£135.00
Corsham Print Ltd	Printing July edition of Bathford Bulletin	£120.00
EDF Energy	Street Lighting	£71.01
EDF Energy	Electricity for Manor Basement	£11.96
The Phone Coop Ltd	Phone and Internet charges June 2010	£29.38
R Millbank	Grass Cutting	£450.00
Keith Masdin	New commemorative plaque in bus shelter	£30.00
Mrs R C Holding	Clerk's salary June 2010	£591.23
Mrs R C Holding	Clerk's expenses	£60.00

16. Date of next meeting

16.1. There would be no meeting in August 2010. The next meeting will be held on Monday 20 September 2010 at 7.30pm in the Community Rooms, Mountain Wood, Bathford. Councillors noted the change of venue.

The meeting closed at 9.29pm

Signed..... (Chair)

Date.....