

**Minutes of Bathford Parish Council Meeting
held on Monday 17 January 2011 at 7.30pm in the Community Rooms, Bathford
Hill, Bathford**

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

Also Present: Ruth Holding (Clerk)
16 members of the public (4 left after item 7a; 11 left after item
7d)

1. Public Five Minutes

1.1. Drop-off bus stop on Dovers Park loop – a spokesperson representing the supporters of the proposal for a drop-off bus stop on Dovers Park loop said that such a stop would be of great benefit to residents, particularly the elderly who had difficulty making the walk uphill. The council was presented with a petition in support of the proposal. The supportive comments were echoed by another resident who considered that as the bus already travelled around the loop on its existing route, it made sense for residents to have the opportunity to be dropped off at the top of the hill. A spokesperson for residents objecting to the drop-off stop said that they were sympathetic to the needs of elderly and infirm residents but they had real concerns about the adverse effect that a bus stop on the loop would have on the value of their properties and were worried that if a drop-off stop was approved for this location it would have to become a permanent bus stop with a raised kerb and street furniture to comply with legislation due to come into effect in 2015. Those opposed to the drop-off stop did not feel that other options, such as the use of a hail and ride service had been fully explored. Cllr Shirley Beazer thanked the residents for attending and making their views known to the council. The matter would be discussed in full later in the meeting.

2. Apologies

2.1. Apologies for absence were received from Cllr Wendy Chambers (illness) and Ward Councillor Gabriel Batt. Councillor Paul Faulkner did not attend.

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 November 2010)

- 4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Hugh Baker and seconded by Cllr Susan Barclay. The Council RESOLVED to accept the minutes which were signed by the Chair as a true record of proceedings.

5. Approval of the minutes of the Extraordinary Meeting held on 29 November 2010

- 5.1. Acceptance of the minutes of the Extraordinary Meeting was proposed by Cllr Stan Cherry and seconded by Cllr Jon Lloyd. The Council RESOLVED to accept the minutes which were signed by the Chair as a true record of proceedings.

6. Matters Arising

- 6.1. Councillors reviewed the list of actions arising from the last meeting. A number of the outstanding matters were to be discussed under the committee items later in the meeting.

- 6.2. The following matters arising were discussed:-

- 6.2.1. Application to amend Club Premises Certificate by the Royal British Legion – it was reported that B&NES Licensing Sub-Committee had agreed changes to the Royal British Legion club premises certificate. Written notification of the exact provisions of the amended certificate was awaited.

7. Committee Reports

7.1. Amenities Committee

- 7.1.1. The Amenities Committee monthly report for January 2011 was noted. The following items were discussed:-
- 7.1.2. Proposed Cricket Pavilion – no change since the last meeting. The planning application had still not been registered by B&NES.
- 7.1.3. Playing Field Fence – it was reported that the work had been postponed due to the poor weather but would be carried out when conditions improved.
- 7.1.4. Offer of land for sports car park – Cllr Stan Cherry reported that he had contacted the owner with regard to the offer of the land and a full reply was awaited.
- 7.1.5. Somerset Playing Field Association – it was noted that the area covered by the Association had been extended to include Bath and North East Somerset. The Amenities Committee had agreed that for the modest fee of £10 per year, the parish council should become a member of the Association to enable it to access the benefits offered by membership.
- 7.1.6. Dogs on Playing Field – Cllr Stan Cherry reported that the rugby club's action to prevent dogs from going onto the field appeared to be working and dogs were being confined to the club house. The council would have to wait and see if the controls proved as effective when the weather started to improve.
- 7.1.7. Drop-off bus stop on Dovers Park loop – Cllr Stan Cherry referred to a report circulated with the agenda which summarised all the issues relating to the

proposal. For the benefit of the members of the public present, Cllr Stan Cherry stood and outlined the contents of the report which he said would be made available on the parish council's website. The concerns of residents with regard to street furniture had been addressed as B&NES had confirmed that although a raised kerb would be required, there would be no need for a shelter, or a bus box, or double yellow lines. Sufficient parking was available to residents on their private drives or on-street to ensure that there was no need for vehicles to park in a location likely to obstruct the bus route. A flag on a post was necessary to mark the location of the stop, but this would be marked set down only and the stop would be registered as a set down point thereby preventing it being used as a pick up stop. To remove the stop from the immediate vicinity of houses, it was proposed that the bus should change its route to travel anti-clockwise around the loop so that the stop could be located on the green. The bus would stop along the top of the green where the road was straight and level.

- 7.1.8. Members noted the proposal which seemed to address the concerns expressed by some residents but would provide a drop-off stop for the benefit of others in the community. Cllr Stan Cherry reported that First had been asked if they could provide a hail and ride service, but they were unable to do this for reasons about the way in which their services were operated. Faresaver buses did operate on a hail and ride basis but this was limited to an hourly service with a break in the afternoon due to the school service. In addition the Faresaver route appeared to have stopped coming into Dovers Park. Cllr Stan Cherry said that he would speak to Faresaver about this change to the route.

Action: Cllr Stan Cherry

- 7.1.9. Cllr Stan Cherry proposed that Bathford Parish Council ask B&NES and First to provide a drop-off bus stop on the green on Dovers Park loop subject to conditions with regard to the change in the direction of travel, street furniture and road markings. This proposal was seconded by Cllr Hugh Baker. A vote was taken by a show of hands and the council RESOLVED by a vote of 7 for and one abstention to approve the proposal.
- 7.1.10. Cllr Stan Cherry said that he had spoken to B&NES about the timescale for installing the bus stop in the event of the proposal being approved. B&NES had indicated that funds would not be available in 2011/12 and possibly not the year after either. In view of this the Amenities Committee recommended that the parish council should pay for the installation of the drop-off stop estimated at £1,500.
- 7.1.11. Cllr Shirley Beazer proposed that the parish council should make the funding available for this scheme from parish council reserves including money precepted for mobility projects in the parish. This proposal was seconded by Cllr Hugh Baker. A vote was taken by a show of hands and the council RESOLVED unanimously to meet the cost of installing the drop-off stop. Cllr Stan Cherry said that he would contact B&NES and ask them to draw up plans for approval by the parish council before work commenced.

Action: Cllr Stan Cherry

- 7.1.12. Lack of seating at No.13 bus stops in Bath city centre – Cllr Stan Cherry reported that there were no seats by the No.13 bus stops in Dorchester Street adjacent to the new Southgate development resulting in elderly and infirm passengers having to stand for potentially long periods of time waiting for a bus. He had spoken to B&NES and been informed that street furniture had been omitted from the plans for Southgate in error, but the next phase of development to improve the station and surrounding area provided the opportunity to get seats and litter bins etc included in the plans being drawn up. The Clerk was asked to write to B&NES requesting that seating by bus stops be included in the designs for the improvement of the station and surrounding area. Members also asked for a note to go in the next edition of the Bulletin inviting residents to write to B&NES in support of the request for seating and other street furniture in the next phase of development.

Action: Clerk

7.2. **Communications Committee**

- 7.2.1. The Communications Committee monthly report for January 2011 was noted. The following items were discussed:-
- 7.2.2. Committee membership – members noted that Cllr Shirley Beazer had been elected Chair of the Communications Committee following Keith Masdin's resignation from the council.
- 7.2.3. Relocation of the notice board – Cllr Shirley Beazer reported that the committee had discussed the proposal to refurbish and relocate the notice board currently on the corner of Dovers Park and two quotes had been obtained, the lowest of which was £360.
- 7.2.4. Cllr Stan Cherry proposed that the parish council should accept the lowest quote of £360 for the refurbishment and relocation of the notice board. This proposal was seconded by Cllr Jean Vesey. A vote was taken by a show of hands and the council RESOLVED unanimously to accept the quote. Cllr Shirley Beazer said she would contact the successful contractor and arrange a start date.
- Action: Cllr Shirley Beazer**
- 7.2.5. It was suggested that as the notice board had been on the wall for a number of years in its present location, repair of the wall may be needed when the board was removed and that also it might be courteous to put a temporary notice on the wall directing parishioners to the new location of the notice board after it was moved.
- 7.2.6. Graffiti in stone bus shelter – this had been reported to B&NES and the police.
- 7.2.7. Flower trough on village green – Cllr Shirley Beazer said that the plants would be renewed shortly.
- 7.2.8. Website – Cllr Shirley Beazer thanked Cllr Richard Wickham for updating the website.

7.3. Finance and Administration (F&A) Committee

- 7.3.1. Cllr Susan Barclay presented the F&A Committee monthly report for January 2011. The following items were discussed:-
- 7.3.2. Precept for 2011 -12 – Cllr Susan Barclay reported that a very small increase in the budget of £236 was required for 2011-2012 attributable in most part to the annual subscription to the Valley Parishes Alliance which had been established in 2010. Using the tax base figures issued by B&NES Cllr Susan Barclay reported that the annual charge for a Band D property in the parish would increase by around 30p from £22.70 to £22.99, a rise of 1.3%.
- 7.3.3. Cllr Ian Plain proposed acceptance of the budget and precept for 2011 -2012. This was seconded by Cllr Stan Cherry. A vote was taken by a show of hands and the council RESOLVED unanimously to set a precept of £18,560.00 for 2011-2012. The Clerk was asked to complete the necessary paperwork.
Action: Clerk
- 7.3.4. Sign in Claverton – Cllr Sue Barclay reported that Bathford Parish Council had been asked to consider sharing the cost of a sign relating to the provision of open access land with Claverton Parish Council. The F&A Committee considered that it was not appropriate for parish council funds to be used towards the cost of signs being erected by private landowners.
- 7.3.5. Summary of income and expenditure – members noted the summary of income and spend for the third quarter of 2010/2011. There were no matters of concern.
- 7.3.6. Office printers – it was noted that the all-in-one-printer in the parish office had developed a fault and the print quality was deteriorating. Cllr Susan Barclay said that the F&A Committee would look into obtaining a suitable replacement.
Action: F&A Committee

7.4. Highways, Footpaths and Lighting Committee

- 7.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for January 2011. The following items were discussed:-
- 7.4.2. Grit Bins – Cllr Shirley Beazer reported that B&NES had completed its consideration of the request for a grit bin in Ostlings Lane but this too had been refused along with all the other locations for additional grit bins suggested by the council. B&NES had also refused to place deposits of grit in rural locations for each community to distribute as had been done in Bristol. It had been suggested that Bathford should keep its own snow plough but this would bring additional liabilities. Bathford could request a visit from B&NES snow ploughs but these were intended mainly to reduce the levels of snow to create access to outlying hamlets. Cllr Shirley Beazer referred to an email from a resident who had slipped and broken their leg while walking on bridleway by Whitehaven. It was suggested that this should be drawn to B&NES attention to support the need for additional grit bins.

7.4.3. Health and Safety – Cllr Shirley Beazer suggested that councillors should have access to a high-visibility jacket/vest for use when carrying out inspections as part of their duties as a councillor. A particular example was the inspection of trees along the A363. Both Cllrs Hugh Baker and John Lloyd said that they had spare high-viz clothing which they would be happy to donate to the council.

Action: Cllrs Hugh Baker and John Lloyd

7.4.4. Potholes – Cllr Shirley Beazer reported that there were significant numbers of potholes on the road network throughout the parish, particularly on the High Street on the stretch from the parish office up through the traffic calming.

7.4.5. Large Van causing an obstruction – several councillors had noticed the large van which regularly parked against the priority point on High Street and which blocked both the view up the hill and access to the specialist cycle lane. The police had been made aware on a previous occasion and had issued advice via a notice on the vehicle. As the van continued to park in this unsafe location the Clerk was asked to write to the company owners of the van asking them to find a suitable alternative parking place.

Action: Clerk

7.5. Planning and Environment Committee

7.5.1. Members noted the minutes of the Planning Committee meetings held in November 2010 and January 2011. The following items were discussed:-

7.5.2. Transportation Commission – it was reported that the Valley Parishes Alliance expected to be invited to participate in the new Transportation Commission being set up by B&NES.

7.5.3. Planning Applications for 29 Church Street – Cllr Hugh Baker reported that an application had been made to demolish the existing building at 29 Church Street and to replace it with a new domestic dwelling in the Georgian style. The planning committee had not objected to the demolition of the existing building which was of no architectural merit, but did have concerns about the size of the proposed new building. The committee had asked B&NES to provide them with additional drawings showing the proposed new building in the context of the existing streetscape. When the drawings were received the planning committee would meet to consider its response to the application.

Action: Planning Committee

7.5.4. Caravans at Court Farm – it was noted that the owners were appealing the planning inspector's decision in the High Court.

7.5.5. Valley Parishes Alliance (VPA) – a resident in Warleigh had raised concerns that a new car park being built in Claverton should be adequately screened from view from this side of the river. The Clerk was asked to forward this matter to the Valley Parishes Alliance for consideration.

Action: Clerk

- 7.5.6. Grants for repairs to dry-stone walls – the council had been made aware that grants were available from the Cotswolds Conservation Board for the repair of dry stone walls in the Cotswolds Area of Outstanding Natural Beauty. The Clerk was asked to put a note in the Bathford Bulletin informing residents about these grants.

Action: Clerk

8. Vacancy for Parish Councillor

- 8.1. Members noted that residents had not asked for an election to be called to fill the vacancy and agreed that as the ordinary elections were to be held in May 2011 it was unnecessary to fill the vacancy by co-option.

- 8.2. The Clerk was asked to put a note in the Bathford Bulletin inviting residents to consider standing for election.

Action: Clerk

9. Planning for Annual Parish Meeting

- 9.1. Members agreed that the meeting should follow the same format as last year. It was suggested that parishioners could be asked for their views on a project to undertake a review of the Parish Plan as this would need a group of volunteers to take it forward.

10. Items for the Cluster Meeting to be held on 23 February 2011

- 10.1. Members proposed the following items for discussion at the Cluster Meeting: grit bins; road markings; general condition of roads across the unitary authority; hedgecutting/verge maintenance; drain clearance; increasing number of private advertising signs erected on public land. The Clerk was asked to send the list to B&NES.

Action: Clerk

- 10.2. Cllr Shirley Beazer confirmed that she would attend the Cluster Meeting and any councillors were welcome to join her.

11. Enquiry about any village event to mark the Royal Wedding

- 11.1. It was confirmed that there were no plans by the Parish Council to organise a village event, but they were aware that some residents intended to hold events in the parish hall or possibly a street party. The parish council would have no objection to parishioners getting together to celebrate the Royal Wedding, but permission should be sought from the council in advance if there were plans to hold events on public land such as the village green.

12. Neighbourhood Watch

- 12.1. Cllr Jean Vesey reported that young people had broken into the school premises. The police had discovered the offenders on site and they had been dealt with appropriately.

13. Liaison with School Governors

- 13.1. There were no matters to report under this item.

14. Correspondence

- 14.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 14.2. Acknowledgement from Chairman of B&NES Council – the council had received a note of thanks from the Chairman of B&NES for its participation in the “Celebrating Excellence” exhibition.
- 14.3. NHS – there was to be a meeting with regard to patient advice and liaison services in the Guildhall on 9 February. The papers were passed to Cllr Ian Plain for consideration.
- 14.4. Avon Local Councils Association – it was noted that ALCA was not to be wound up but would continue to operate under a different management structure.
- 14.5. Poppy Party Weekend – information had been issued by the Royal British Legion about events being held in the summer to mark the 90th anniversary of the founding of the organisation. The parish council noted that the Bathford branch of the Legion may organise a local event as part of this celebration.
- 14.6. Police Enquiry Offices – members noted the letter from the police giving notice of changes to the opening times of enquiry offices in B&NES.

15. Items to report

- 15.1. Batheaston Youth Club – it was reported that B&NES had withdrawn funding for this facility. Members recalled that money was available to support activities for young people in Bathford and the council suggested that some of this money could be donated to the Batheaston Youth Club if young people from Bathford used it. The Clerk was asked to put this item on the agenda for discussion at the next meeting.
Action: Clerk
- 15.2. Poor condition of bridleway – following the email from a resident who had fallen and broken their leg on the bridleway, Cllr Stan Cherry said that he would bring this matter to the attention of the owner of Whitehaven.
Action: Cllr Stan Cherry.
- 15.3. Village of the Year Commemorative Plaque – the council had been advised that a plaque would cost £152.00 plus delivery. The prize money of £50 would be put towards this cost leaving a balance of £117.00 which the parish council had been asked to meet. The Clerk had not been notified of this matter in sufficient time for it to be included on the agenda for this meeting and therefore the council was unable to make a decision with regard to the expenditure. Members had no objection in principle to paying for the plaque, but asked the Clerk to put matter on the agenda for the next meeting to enable a formal decision to be considered.
Action: Clerk

16. Items for the Bulletin

- 16.1. The council RESOLVED to publish the following notes in the Bulletin:-
- 16.1.1. Reminder of election year and invite residents to consider standing for election

- 16.1.2. Announce decision made with regard to drop-off bus stop on Dovers Park loop
- 16.1.3. Dog Fouling
- 16.1.4. Invite residents to write to BANES in support of parish council's request for seats at No.13 bus stop in Dorchester Street
- 16.1.5. Notice that grants are available for repair of dry stone walls
- 16.1.6. Date of next meeting

Action: Clerk

17. Items for the next meeting

- 17.1. Planning for Annual Parish Meeting
- 17.2. Use of money available for Bathford Youth
- 17.3. Plaque to commemorate Village of the Year win

18. Payments for approval

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

I M Suleman	Office rent Dec 2010 - paid by standing order	£106.00
I M Suleman	Office rent Jan 2011 - paid by standing order	£106.00
R J Sully & Son	Hedgecutting –allotment hedge	£92.00
Mr K Masdin	Cost of trough and plants on Dovers Park Green	£47.70
Corsham Print Ltd	Printing Dec & Jan editions of Bathford Bulletin	£207.00
S Clarke	Play area surface repair kit	£98.50
EDF Energy	Electricity for office in Manor Basement	£20.13
Somerset Playing Field Assoc	Annual Membership	£10.00
The Phone Co-op	Phone & Internet charges Nov 10 to Jan 11	£87.90
Mr M Smith	Expenses for production of Allotment Newsletter	£10.00
Mrs R C Holding	Clerk's expenses	£70.00
Mrs R C Holding	Clerk's salary November 2010	£579.96
Mrs R C Holding	Clerk's salary December 2010	£452.99
HMRC	Tax & NI	£27.80

19. Date of next meeting

- 19.1. The next meeting will be held on Monday 21 February 2011 at 7.30pm in the Parish Office, Bathford.

The meeting closed at 9.40pm

Signed..... (Chair)

Date.....