

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 21 February 2011 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 John Lloyd  
Councillor Ian Plain  
Councillor Jean Vesey  
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)  
2 Members of the Public

**1. Public Five Minutes**

- 1.1. The Chair welcomed the new vicar of St Swithun's, the Revd Jane Burgess, as an observer at the meeting.
- 1.2. There were no matters raised by members of the public present at the meeting.

**2. Apologies**

- 2.1. Apologies for absence were received from Cllr Wendy Chambers (illness). 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 (17 January 2011)**

- 4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Hugh Baker and seconded by Cllr Stan Cherry. 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. The following matters arising were discussed:-
  - 5.1.1. Lack of seating at bus stops in city centre – members noted the copy of a letter sent from a parishioner to B&NES in support of the parish council's request for seats to be provided at bus stops by the Southgate development.
  - 5.1.2. Notice Board – it was reported that the refurbishment and relocation of the notice board was complete. There had been a number of favourable comments from parishioners with regard to the new position by the post box.

- 5.1.3. Hi-viz clothing – the parish council was grateful for the donation of 2 hi-viz vests for use by councillors when carrying out highways or other inspections in the course of their duties as a councillor. The clothing would be stored in the parish office.
- 5.1.4. Parking on High Street – following the concerns expressed by councillors at the last meeting it was noted that the large van was parking higher up the hill away from the traffic calming island but this had not reduced the potential hazard. Although the vehicle was not parked illegally, its position did reduce visibility for vehicles entering the traffic calming zone and cyclists were obliged to pull out into oncoming traffic. The Clerk was asked to put a note in the Bathford Bulletin asking parishioners to park considerately on the High Street and to alert residents to the hazard.  
**Action: Clerk**
- 5.1.5. Lorries using Bathford Hill – Cllr Shirley Beazer reported that she had contacted the company operating the lorries carrying soil up to the construction site at Kingsdown with regard to the speed of the vehicles going through the village and the mud being left on the roads. The response to complaints had been good and the roads were being cleaned but the effectiveness of the cleaning had been affected by the wet conditions. The Chair advised councillors to contact the company direct if there were any further concerns about the speed of vehicles or the condition of the roads.

## **6. Committee Reports**

### **6.1. Amenities Committee**

- 6.1.1. The Amenities Committee monthly report for February 2011 was noted. The following items were discussed:-
- 6.1.2. Proposed Cricket Pavilion – the planning application had been formally registered by B&NES since the last meeting. A number of letters of objection had been sent to B&NES with a copy to the parish council. One resident had complained that correspondence had not been published on B&NES website. The parish council had been informed that this was due to the absence of the planning officer on leave and had been assured that all correspondence would be uploaded to the website on the officer's return at the beginning of March 2011.
- 6.1.3. Drop-off bus stop on Dovers Park loop – Cllr Stan Cherry reported that the cost of installing the drop-off stop on Dovers Park green would be £1,480.00. Work would be carried out in March following the council's agreement at the last meeting to meet this cost from reserves.
- 6.1.4. Change to route of X72 bus – following information from the public at the last meeting that the X72 bus no longer came around Dovers Park loop, Cllr Stan Cherry had contacted Faresaver about their decision to change the bus route. The change had been made due to the need to provide sufficient rest periods for drivers, this section of the route was already well served by the No.13 bus service and there were places on the X72 route where passengers could request to get off the bus and access Dovers Park on foot. The Clerk was asked to put a summary of this information in the Bathford Bulletin.

**Action: Clerk**

6.1.5. Fireworks on Village Green – in January 2011 fireworks had been set off on the village green at around 11pm as part of a private party held at the Royal British Legion and a resident close to the location had complained about the nuisance caused. The parish council had received a copy of the complaint and the response from B&NES which advised that it was an offence to set off fireworks on public land.

6.1.6. The parish council had not been made aware of the proposed fireworks in advance of the event and had therefore been unable to take steps to prevent it. The council agreed that residents should be made aware that fireworks were prohibited on public land and asked the Clerk to place a prominent note in the Bulletin. The Clerk was also asked to write to regular users of parish council held land, such as the playing field and village green, informing them of the ban on fireworks and reminding them to obtain the written permission of the council before using such land for any kind of event.

**Action: Clerk**

6.1.7. Land at Whitehaven – the council had been made aware that vehicles had been driven along the public footpath by Whitehaven making it virtually unusable by walkers, part of a hedge had been taken out and large amounts of rubbish had been dumped in the field. The owner of Whitehaven had been contacted and a site meeting had been arranged to be attended by Cllrs Shirley Beazer and John Lloyd. An additional problem associated with the development works at Whitehaven was the blocking of a drain cover with tarmac with the result that water now ran onto the pavement instead of draining into a culvert as it had done previously. Councillors were asked to raise this matter during the site meeting.

**Action: Cllrs Shirley Beazer and John Lloyd**

## 6.2. **Communications Committee**

6.2.1. The Communications Committee monthly report for February 2011 was noted. The following items were discussed:-

6.2.2. Relocation of the notice board – this project had been completed and the invoice was awaited. The council were pleased with the results of the refurbishment and the new position of the notice board which was now likely to be seen by more residents when they used the post box and the village shop.

6.2.3. Commemorative plaque in stone bus shelter – the new plaque had been passed to Cllr John Lloyd for fixing in the shelter on the village green.

**Action: Cllr John Lloyd**

6.2.4. Completion of the school fence – Cllr Shirley Beazer reported that Keith Masdin had offered to meet with the Headteacher in the near future to discuss fundraising.

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

6.3.1. There was no written report. The following items were discussed:-

6.3.2. New printer for parish office – Cllr Susan Barclay reported that several of the functions on the all-in-one colour printer had failed and the unit needed to be

replaced. A short list of suitable models had been produced by the F&A Committee for consultation with the Clerk. The matter would be brought to a future meeting for decision when a replacement model had been chosen.

- 6.3.3. Batheaston Youth Centre – B&NES had been contacted for further information about the future of the youth centre which was due to close at the end of March 2011 due to withdrawal of local authority funding. The reply from B&NES was not detailed but implied that the future of the youth centre was uncertain. Members felt that there was insufficient information available on which to consider whether the council should offer to support the club with the money allocated for services for the youth of Bathford. The Clerk was asked to write to the Clerk of Batheaston Parish Council, who also supported the club financially, to obtain more information about the long term viability of the youth centre.

**Action: Clerk**

- 6.3.4. Commemorative plaque for village of the year 2011 – the parish council had been approached by the team who had put together the village's winning entry in the competition to purchase a plaque to commemorate the win. The village's previous successes in the competition had been commemorated in this way and the plaques were displayed on the wall by the village shop. The parish council agreed that it was appropriate to commemorate the win in recognition of residents' hard work.

- 6.3.5. The cost of the plaque was quoted at £152.50, plus a delivery charge of £14.50 + VAT at 20%. The prize money of £50 would be used to partially offset the cost. 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 the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. Members considered that the modest expenditure on a plaque as a permanent public record of the village's success in the village of the year competition 2011 met the criteria. Cllr Susan Barclay proposed to make a donation of £150.40 towards the cost of the plaque. This was seconded by Cllr Hugh Baker. A vote was taken by a show of hands and it was RESOLVED unanimously to make a contribution to the cost of the plaque.

- 6.3.6. The Clerk was asked to inform the organisers of the village of the year competition entry of the council's decision.

**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 February 2011. The following items were discussed:-
- 6.4.2. Accident on road to Kingsdown – it was reported that there had been another accident on the same stretch of road on which previous incidents had occurred. The parish council had contacted B&NES with concerns about this road on previous occasions and suggested that the accidents may result from an adverse camber in this area.

- 6.4.3. Resurfacing – it was noted that the road surfaces across the parish were in a deplorable state and potholes had not been repaired despite complaints to the local authority.
- 6.4.4. Sinking manhole cover – it was reported that the problem affecting the manhole cover on Bathford Hill had been repaired and made good.
- 6.4.5. Drain on A363 – there had been a report that the drain outside Lavington's Yard was blocked resulting in standing water on the carriageway. B&NES had been asked to attend and the matter appeared to have been resolved.
- 6.4.6. Winter maintenance – Cllr Shirley Beazer reported that B&NES had reversed its previous decision not to put a grit bin on Ostlings Lane and one would be provided. B&NES was also considering alternative options for the delivery of salt for self-spreading. Cllr John Lloyd said that if the council wished to consider purchasing its own small supply of salt for use in an emergency next winter then he had space to provide secure dry storage.
- 6.4.7. Persistent dog fouling – Cllr Shirley Beazer reported that two Ward Councillors had contacted her following complaints about dog fouling in the vicinity of the sheltered housing in Mountain Wood. The Clerk was asked to put a note in the Bulletin asking dog walkers to clear up after their dog.  
**Action: Clerk**
- 6.4.8. Dropped Kerb – Cllr Shirley Beazer reported that a request had been made to B&NES for a dropped kerb on the route to the Community Rooms to match the kerb on the opposite side of the road.
- 6.4.9. Request to name the bridleway – since the development of the old Whitehaven estate to create a number of separate dwellings, delivery drivers and temporary postmen etc were having difficulty locating the houses. A resident in one of the new dwellings had written to the parish council suggesting that the bridleway be given a name to assist people to find the properties.
- 6.4.10. The council noted that the problem appeared to stem from the decision not to use the postcode allocated to the big house when it was converted, but to give the new homes a postcode linked to properties on Bathford Hill. Cllr Ian Plain said that he had made enquiries and the old postcode had not been reassigned and could therefore be reinstated to cover the estate.
- 6.4.11. Members were not supportive of the suggestion to name the bridleway. The name Whitehaven was carved into the stonework on the wall and therefore if residents quoted Whitehaven as part of their address there was already a name on the wall to identify a property's location. The estate had been known as Whitehaven for at least 60 years and the council did not want the estate to lose this long association with the name.
- 6.4.12. The parish council agreed that it would contact the post office asking them to reinstate the post code for the Whitehaven estate. The Clerk was asked to write to the resident asking them to include the name "Whitehaven" in their address and inform them that the council would be asking the post office for the reinstatement of the previous postcode. **Action: Clerk**

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

- 6.5.1. Members noted the minutes of the Planning Committee meeting held in 15 February 2011. The following items were discussed:-
- 6.5.2. Planning Application for Cricket Pavilion – Cllr Hugh Baker reported that following advice received from B&NES planning office the Planning Committee had written in support of the application giving reasons for its support. The parish council's comments would be available to view on line. It was suggested that in view of the number of objections to the application by residents, the parish council should have found a way to explain why some locations on the field were not a suitable site for the proposed building. Other members said that these issues were addressed in the design statement which formed part of the planning application and was available to view on line. It was noted that no planning notice was displayed and neighbours had not been formally notified of the application by B&NES but the parish council did not consider that these issues related to any failing on their part. The council had consulted with those directly affected by the proposal and issued details of the planning application. The application would now be determined by B&NES in accordance with the relevant planning regulations.
- 6.5.3. Planning Applications for 29 Church Street – Cllr Hugh Baker reported that since the last meeting permission had been given for the demolition of the existing building. The additional drawings requested by the Planning Committee had been received and following a site visit the Planning Committee had confirmed its support in writing for the application for the new building on the site.
- 6.5.4. Advertising signs on the A4 roundabout – the Planning Committee had objected in principle to an application for advertising signs on the roundabout on the grounds that any signs would be a distraction to motorists and the signs as proposed exceeded the maximum height for signs in this location.
- 6.5.5. Tyndale - a member reported that information seen on line suggested that the archaeological and geo surveys of the site had been completed and no findings had been made. The demolition of the buildings, which had been anticipated since last summer, may now go-ahead in the near future.
- 6.5.6. Valley Parishes Alliance (VPA) – members noted the minutes of the VPA meeting held on 13 January 2011.

## **7. May Elections**

- 7.1. Members noted the draft timetable for the run-up to the local elections to be held on 5 May 2011.
- 7.2. The Chair referred to an anonymous note which had been pushed through the parish office letter box which implied that it had been issued by the parish council but contained misinformation about the resignation of councillors and the election to council positions. It was not known how widely this note had been distributed around the parish. Members agreed that a note should be put in the Bulletin stating that the current council had come to the end of its 4 year term and that all 11 council seats were up for election on 5 May. Members

agreed that residents should be encouraged to stand for election and the Bulletin should also contain information about how to obtain a nomination pack.

**Action: Clerk**

## **8. Planning for Annual Parish Meeting**

8.1. The following action in preparation for the meeting was agreed:-

8.1.1. The Clerk was asked to send invitations to community groups in the parish, the Beat Manager and to the Acting Chair of School Governors inviting them to say a few words about the future use of the new school hall. **Action: Clerk**

8.1.2. Members agreed that instead of a speaker there should be an extended Q&A session focussing on the issue of revisiting the Parish Plan which needed to be reviewed and updated.

8.1.3. Cllr Shirley Beazer reminded Committee Chairs that an annual report of committee activities would be required for presentation at the meeting.

**Action: All Committee Chairs**

8.1.4. The advertising banner to be updated and hung on wall 10 days before the meeting. **Action: Clerk**

8.1.5. Cllr Susan Barclay said that she would consider options for provision of refreshments as the people who had organised refreshments previously were likely to be unavailable this year. **Action: Cllr Susan Barclay**

8.1.6. The Clerk was asked to send last year's agenda to the Finance & Admin Committee for information. **Action: Clerk**

## **9. Neighbourhood Watch**

9.1. Cllr Jean Vesey reported that youths had created a disturbance at the sheltered bungalow complex by running through gardens. The police had been called. No arrests were made.

## **10. Liaison with School Governors**

10.1. There were no matters to report under this item.

## **11. Correspondence**

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

11.2. Invitation to Civic Reception – the Chair had received an invitation to a Civic Reception on 1 March but was unable to attend.

11.3. Card from Artannes-sur-Indre – members noted the seasonal greetings card from the Mayor and council of the parish's twinned village.

11.4. Avon Wildlife Trust – members noted the brochure from the Trust containing information about the Trust's grassland project.

11.5. Bath Preservation Trust – the Trust had issued a general letter about its activities to accompany a leaflet about the Trust's calendar of events February to April 2011.

11.6. Community Resilience Manual – members noted the Community Resilience Manual published by B&NES intended to give advice to residents and businesses in the event of a major emergency..

## **12. Items to report**

12.1. Mountain Wood Residents' Club – Cllr Stan Cherry reported that a new club was being set up by residents to promote social activities for those living in Mountain Wood. The club hoped to arrange social events, days out, shopping trips etc for residents and have approached the parish council with a request to provide some start-up funding. Cllr Stan Cherry said that he would be meeting with the residents to give advice on establishing a group, setting up a committee, appointing a treasurer etc and asked for this item to be put on the agenda for the next meeting.

**Action: Clerk**

12.2. Parishes Liaison Meeting – Cllr Hugh Baker tabled a summary of the outcome of the meeting held on 16 February in which B&NES confirmed that there would be a cut of 30% in the local authority's budget over the next 4 years and 152 posts would be lost over this period, but only a small number would be compulsory redundancies. B&NES had plans to tackle empty properties in the region. The Valley Parishes Alliance expected to sit on Bath's Transport Commission and £9 million had been allocation by B&NES to the Bath Transport Package.

12.3. Bathford Summer Festival – the Clerk was asked to remind the organisers of the Bathford Summer Festival to submit their accounts to the parish council to comply with the conditions of the council's donation to the festival.

**Action: Clerk**

## **13. Items for the Bulletin**

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

13.1.1. Announce date of Annual Parish Meeting and invite items for discussion

13.1.2. Announce draft minutes of last year's APM are available to view on council's website

13.1.3. Summary of reasons why the X72 bus no longer serves Dovers Park loop

13.1.4. Request that cyclists do not use pavements

13.1.5. Dog fouling

13.1.6. Information about May elections and request to register interest to receive nomination pack

13.1.7. Considerate parking on High Street and other locations in village

13.1.8. Notice about restrictions on the use of parish council land for fireworks and other events

13.1.9. Date of next meeting

**Action: Clerk**

## **14. Items for the next meeting**

14.1. Request for parish plan funds from new community group

14.2. Planning for the Annual Parish Meeting

14.3. Financial help for Youth Centre in Batheaston

14.4. New printer for parish council office

## 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 Feb 2011 - paid by standing order	£106.00
Corsham Print Ltd	Printing Feb edition of Bathford Bulletin	£120.00
Mr K Masdin	Cost of plants for trough on village green	£14.35
Mr M Henry	Refund of Allotment Deposit	£25.00
Ms A Bartlett	Refund of Allotment Deposit	£25.00
Mrs S Williams	Refund of allotment rent overpayment	£7.00
B&NES Council	Tree works on parish council land by A363	£1,521.46
The Phone Co-op	Phone & Internet charges Jan 11	£30.83
Mrs R C Holding	Clerk's expenses	£70.00
Mrs R C Holding	Clerk's salary January 2011	£525.21
HMRC	Tax & NI	£13.16

## 16. Date of next meeting

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

The meeting closed at 9.30pm

Signed..... (Chair)

Date.....