

**Minutes of Bathford Parish Council Meeting  
held on Monday 18 April 2011 at 6.30pm in the Parish Hall, Church Street,  
Bathford**

Present: Councillor Shirley Beazer (Chair)  
Councillor Stan Cherry (to item 6e)  
Councillor Hugh Baker  
Councillor Susan Barclay  
Councillor Wendy Chambers  
Councillor John Lloyd  
Councillor Ian Plain  
Councillor Jean Vesey  
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)

**1. Public Five Minutes**

1.1. There were no matters raised under this item.

**2. Apologies**

2.1. There were no apologies for absence.

**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 March 2011)**

4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Stan Cherry and seconded by Cllr Jean Vesey. 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. Alleged footings in Orchard Wood – Cllr Wendy Chambers reported that B&NES had been notified of the work going on in the wood which may be preparation for hard standing for a caravan or similar.

5.1.2. Plaque in stone bus shelter – Cllr John Lloyd reported that the work to fix the plaque in the bus shelter had been completed.

5.1.3. Basketball play area – Cllr John Lloyd reported that the line markings had been painted on the basketball play area and this project was therefore fully completed.

## **6. Committee Reports**

### **6.1. Amenities Committee**

6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for April 2011. The following items were discussed:-

6.1.2. Allotment plottolders meeting – no matters requiring consideration by the full council had been raised at the plottolders meeting on 16 April 2011. It was reported that Mr C Higgs had offered his services as a third volunteer allotment warden to assist Mr M Wright and Mr M Smith and his involvement in the management of the allotments was welcomed. A question had been asked about what use would be made of any money accrued from unreturned allotments deposits. Cllr Stan Cherry said that he would check whether any deposits had been retained and if so ensure that any money was returned to the general allotment fund. A small change to the allotment financial spreadsheet may be necessary to record the movement of these funds.

**Action: Cllr Stan Cherry**

6.1.3. Cricket Pavilion – on the advice of the Crime Prevention Officer revised plans had been submitted to show the addition of shutters to the veranda and the removal of a handrail which could have been used to gain access to the roof. Cllr Stan Cherry said that he had asked the Planning Department to confirm where the notice of application had been posted. The decision on the application was awaited.

6.1.4. Play area fence – Cllr Stan Cherry reported that sections of the fence around the play area were in need of repair and quotes for this work had been requested. A damaged section of the play area surface had been repaired by Cllr John Lloyd using a DIY safety surface repair kit with excellent results. In view of this success Cllr Stan Cherry reported that two more kits would be ordered to enable further repairs of the safety surface to be carried out.

6.1.5. Drop-off stop on Dovers Park loop – Cllr Stan Cherry reported that there had been complaints from residents that buses were laying over at the new set-down only point. Cllr Stan Cherry said that he had eventually managed to speak to the information desk at Bath bus station and had been assured that the instructions to drivers confirmed that the layover point remained at the stop opposite the school. The problem was expected to diminish as drivers got used to the new arrangements, but the council would continue to monitor the situation.

### **6.2. Communications Committee**

6.2.1. There were no matters for discussion under this item.

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

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

6.3.2. Prizes for Best Kept Allotment Competition - Councillors noted the request by Bathford Flower Show for the parish council to again provide gardening gift vouchers as prizes to be awarded in the Best Kept Allotment Competition. The total prize value of £70.00 was the same as last year.

6.3.3. Members agreed that it was appropriate for the council to continue with the tradition of providing these modest prizes for the competition. The council RESOLVED that in accordance with its powers under sections 137 of the Local Government Act 1972, it should incur the following 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 Wendy Chambers proposed expenditure of £70.00 for the prizes. This was seconded by Cllr Shirley Beazer. A vote was taken by a show of hands and council RESOLVED unanimously to agree the expenditure. The Clerk was authorised to purchase the vouchers and reclaim the expenditure at a future meeting.

**Action: Clerk**

6.3.4. The Flower Show Committee had asked whether another parish councillor would be prepared to join the judging panel alongside Cllr Wendy Chambers to replace a judge who was stepping down. Cllr Susan Barclay, who was not an allotment holder, said that she would be willing to join the judging panel and the Clerk was asked to pass on her contact details to the Flower Show Committee.

**Action: Clerk**

6.3.5. Summary of income and expenditure for 2010-2011 – the summary of income and spend for the full financial year 2010-2011 was noted.

6.3.6. Standing Order amendment – the Standing Order amendment form to authorise the inflationary increase in the office rent from £106.00 per month to £110.00 per month as agreed in the budget for 2011/12 was signed by two councillors.

6.3.7. Renewal of Internet Security Licence – members agreed that the council's computer should continue to be protected by security software and noted that the council's current security software could be renewed for two years at a cost of around £55.00. Cllr Stan Cherry proposed that the council should purchase the Trend Micro Internet Security software for 2 years as this represented the best value for money. This was seconded by Cllr Hugh Baker. A vote was taken by a show of hands and the Council RESOLVED unanimously to purchase the internet security software. The Clerk was authorised to purchase the software at a cost of up to £55.00 inc VAT for two years and reclaim the costs via an expenses claim.

**Action: Clerk**

6.3.8. Purple Cloud website and email hosting – Cllr Richard Wickham reported that the council's account with Purple Cloud was due for renewal on 10 May 2011. The exact cost of renewing the service was not known but was expected to be around £20.00 per year. Cllr Stan Cherry proposed that the council should renew its website and email hosting for a 2 year period. This was seconded by Cllr Hugh Baker. A vote was taken by a show of hands and the council RESOLVED unanimously to renew its Purple Cloud account. Cllr Richard Wickham was authorised to arrange the renewal on behalf of the council and reclaim the costs via an expenses claim.

**Action: Cllr Richard Wickham**

#### **6.4. Highways, Footpaths and Lighting Committee**

6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for April 2011. The following item was discussed:-

6.4.2. Letter to owner of unkempt land in Dovers Park – councillors were content with the letter as drafted subject to a change to the conclusion to list clearly the actions to which the owner was being asked to agree. Councillors requested that a return address should be marked on the envelope. It was not considered necessary to send the letter recorded delivery, but the council would reconsider this matter if no reply had been received after 6 weeks. The Clerk was asked to send the letter after the amendments had been made.

**Action: Clerk**

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

6.5.1. There was no written report and Cllr Hugh Baker reported that the next Planning Committee would be held on 19 April. The following item was discussed:-

6.5.2. Jewsons View Farm – residents had expressed a number of concerns about the use of the land and the number of vehicles on the site. The new building seemed to be in use in apparent contravention of the conditions of planning consent. Cllr Hugh Baker confirmed that the matter had been reported to B&NES Enforcement Officer.

#### **7. Final Preparations for Annual Parish Meeting**

7.1. There were no matters for discussion under this item.

#### **8. Neighbourhood Watch**

8.1. Cllr Jean Vesey reported that the recent Neighbourhood Watch meeting had been attended by around 15 residents and the Police Community Support Officer (PCSO). The meeting had been of great value and the PCSO had asked for another meeting to be arranged for September 2011.

#### **9. Liaison with School Governors**

9.1. There were no matters for discussion under this item.

#### **10. Correspondence**

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

10.2. Letter of thanks – Cllr Shirley Beazer read out a letter from a resident thanking the council for its efforts in achieving a drop-off bus stop on Dovers Park loop.

10.3. Entry form for Village of the Year Competition 2011 – the Clerk was asked to send the paperwork to BEFA asking if they wanted to co-ordinate an entry to the competition this year.

**Action: Clerk**

#### **11. Items to report**

11.1. Claim for Judicial Review – Cllr Shirley Beazer reminded members of the discussion at the last meeting with regard to the claim being brought by a resident of Bath seeking a Judicial Review of the Secretary of State's decision

to include the Bath Transport Package in a list of schemes for potential development. The parish council had been named as an interested party by the Claimant without the council's prior knowledge. Cllr Shirley Beazer reported that following the last meeting the parish council had submitted a formal application to the Court to be removed as an interested party in this case. The Court's decision was awaited.

## 12. Items for the Bulletin

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

12.1.1. Thank you to parishioners for attending the Annual Parish Meeting and a brief summary of the main issues discussed

12.1.2. Announce that there are 3 vacancies on the parish council that can be filled by co-option and invite expressions of interest

12.1.3. Date of next meeting

**Action: Clerk**

## 13. Items for the next meeting

13.1. Batheaston Youth Club

13.2. Pepperpot request for financial support

## 14. Payments for approval

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

I M Suleman	Office rent Apr 2011 - paid by standing order	£106.00
B&NES	Grounds Maintenance of Playing Field	£1,845.87
Corsham Print Ltd	Printing Apr 11 edition of Bathford Bulletin	£133.00
EDF Energy	Electricity for office in Manor Basement	£20.00
A Coombe	Fencing along bridleway and playing field	£1,902.00
R Millbank	Grasscutting	£330.00
Leander Architectural	Plaque for Village of the Year win 2010	£200.40
Cllr S Cherry	Grass seed for playing field	£39.98
Cllr J Lloyd	Grass seed for playing field	£32.70
Mrs R C Holding	Clerk's expenses	£60.00
Mrs R C Holding	Clerk's salary March 2011	£594.89
HMRC	Tax & NI	£31.79

## 15. Date of next meeting

15.1. The next meeting will be the Annual Parish Council Meeting to be held on Monday 16 May 2011 at 7.00pm in the Parish Office, Bathford to be followed immediately by regular parish council business.

The meeting closed at 7.25pm

Signed..... (Chair)

Date.....