

**Minutes of Bathford Parish Council Meeting
held on Monday 19 September 2011 at 7.30pm in the Community Rooms,
Mountain Wood, Bathford**

Present: Councillor Shirley Beazer (Chair)
Councillor Stan Cherry
Councillor Hugh Baker
Councillor Susan Barclay
Councillor Wendy Chambers
Councillor Robert Elliott
Councillor Peter Martin
Councillor Maureen Millbank
Councillor Richard Wickham

Also Present: Vito Pecchia (Chair of Batheaston Parish Council) (to item 7a)
Kevin Hawkins (Vice-chair of Batheaston Parish Council)) (to item 7a)
Ruth Holding (Clerk)

1. Public 5 Minutes

1.1. There were no matters raised under this item.

2. Apologies

2.1. Apologies for absence were received from Cllr John Lloyd and Ward Cllr 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. Presentation by representatives of Batheaston Parish Council on proposals for a Batheaston Village Centre

4.1. The Chair of Batheaston Parish Council (PC), Vito Pecchia, thanked the parish council for the opportunity to speak about 4 issues of interest to both councils.

4.1.1. River Crossing – Mr Pecchia reported that B&NES had found money to build a river crossing which would provide a cycle and walking link from Batheaston to the Kennet & Avon Canal at Bathampton and onwards into the centre of Bath. It was suggested that there may be the opportunity to extend a cycle way to Bathford in due course. The bridge would cross the river from a point towards the garden end of Batheaston car park. Mr Pecchia confirmed that Batheaston PC had not made a financial contribution to the scheme, but members had put a considerable amount of time into the project to research possible design solutions, obtain quotes and preparing drawings. It was hoped that the bridge would be open for use by Autumn 2012.

4.1.2. Centre of Batheaston – the creation of a river crossing would give access to the meadows and this would provide new opportunities for leisure and recreation. Plans included the creation of a central area for Batheaston,

including a Community Centre, meeting places etc. These were long term plans for consideration and no timetable had been set.

- 4.1.3. Pavement outside shops – it had been recognised that the pavement outside the shops on Batheaston High Street was in poor condition, narrow and uneven. Mr Pecchia tabled drawings prepared by Batheaston PC to illustrate how the shape of the road could be changed to enable a wider area to be created in front of the shops, accessed by ramps and steps, thereby making the area more attractive to shoppers. Highways had accepted the principle of narrowing the carriageway, but funding from B&NES had yet to be confirmed. Mr Pecchia asked Bathford PC for their support of this scheme as the High Street served the needs of a much wider community to the East of Bath.
- 4.1.4. Jubilee Event – Batheaston PC in partnership with a local residents group were planning to put on an event to mark the Queen's Diamond Jubilee in June 2012 and it had been suggested that a joint event or events might be held with neighbouring parishes. Mr Pecchia invited Bathford PC to consider this proposal.
- 4.2. Chair Shirley Beazer thanked Mr Pecchia for coming to the meeting to explain the plans that Batheaston PC had for improving the area and which members had found most interesting and informative.

5. Approval of the minutes of the last council meeting held on 18 July 2011

- 5.1. Acceptance of the minutes of the last meeting was proposed by Cllr Stan Cherry 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.

6. Matters Arising

- 6.1. Councillors reviewed the list of actions arising from the last meeting. Some of the items were due to be discussed later in the meeting. Cllr Wendy Chambers confirmed that the matters relating to the damaged finger post at Conkwell and a meeting with young people in Bathford were both still ongoing

7. Committee Reports

7.1. Amenities Committee

- 7.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for September 2011. The following items were discussed:-
- 7.1.2. Tree survey – Cllr Stan Cherry reported that B&NES did provide a survey service and had quoted a cost of £165 + VAT to carry out a condition survey on the trees on the village green and the playing field. Another quote would be sought, but B&NES price was considered reasonable and would be accepted if other estimates were not received. B&NES had advised that a survey of roadside trees should be carried out every 2 years. As work had been done on the trees on the common land bordering the A363 early in 2011 a survey of this area would not be required until 2013.
- 7.1.3. Allotment boundary hedge – Cllr Stan Cherry reported that a resident had complained about the height and growth of the hedge bordering the allotment

on High Street. It was the opinion of the allotment warden that the hedge did not need cutting. Cllr Stan Cherry to carry out an inspection.

Action: Cllr Stan Cherry

- 7.1.4. Allotment plot markers - it had been accepted that a revised plot map and new plot markers were needed and the allotment wardens had been asked to put this in hand.

Action: Amenities Committee and allotment wardens

- 7.1.5. Gate on footpath by Whitehaven – Cllr Stan Cherry said that he had been advised that the replacement gate installed on the footpath was a temporary arrangement pending the outcome of the planning application submitted for work at Titan Cottage and the erection of 3 new dwellings.

- 7.1.6. Litter in parish - members noted 2 complaints from residents about the amount of litter in the parish and the apparent lack of litter bins. The removal of the litter bin from the play area in Mountain Wood was the subject of one of the complaints. Cllr Stan Cherry reported that this had been removed by B&NES for repair and therefore it should be returned in due course. With regard to the remaining concerns, the council said that it was aware of the problems but was faced with B&NES refusal to supply bins when requested. The parish council had offered to purchase the bins, but B&NES would not agree to empty them. Cllr Shirley Beazer said that she was meeting with officers from B&NES cleansing department shortly and would raise these issues with them and report the outcome to the October council meeting.

- 7.1.7. The Clerk was asked to acknowledge receipt of the complaint and confirm that the council would discuss these concerns with B&NES.

Action: Clerk

7.2. **Communications Committee**

- 7.2.1. New Chair of the Committee - Cllr Shirley Beazer reported that the Cllr Maureen Millbank had taken over the role of Chair of the Communications Committee.

- 7.2.2. Fingerpost – following further enquiries it had been agreed that the cost of a post was prohibitive and therefore the committee would pursue the alternative proposal for an information board to be displayed on a wall near the junction of Bathford Hill and the bridleway.

- 7.2.3. Welcome to Bathford sign – it had been suggested that the sign marking the entry to Bathford should be located on the main road at the junction with Morris Lane as this is the parish boundary, rather than its existing position by the railway bridge. The proposed location presented some difficulty as there did not seem to be an obvious place to put the sign.

Action: Communications Committee

- 7.2.4. Letter to Trustees of The Old Chapel – members suggested some amendments to the proposed letter to the Trustees acknowledging their decision to close the Chapel as a place of worship. The Clerk as asked to make the changes and send the letter.

Action: Clerk.

7.3. Finance and Administration (F&A) Committee

- 7.3.1. There was no written report. The following items were discussed:-
- 7.3.2. Annual Return 2010/11 approved by External Auditor – members noted that the external audit of the council's accounts for 2010/11 had been completed and the Annual Return had been passed without qualification.
- 7.3.3. Request for financial assistance from Pepperpot Pre-School -.members noted the renewed request for funding from Pepperpot Pre-School. The council acknowledged that Pepperpot was a registered charity and was facing the unexpected cost of altering its entrance arrangements following a risk assessment carried out by the school. The council agreed that public funds should be used to support local community organisations and community events in exceptional circumstances when it brought wider benefits to the community. The council did not consider that Pepperpot had adequately demonstrated the need for financial support on this occasion. The Clerk to write to the Treasurer informing them of the council's decision.
Action: Clerk.
- 7.3.4. Donation to the Royal British Legion (RBL) – Members considered the annual donation to the Bathford Branch of the RBL which was used to purchase a wreath to be laid by the Chair on Remembrance Sunday. The Act of Remembrance had been re-established as a significant event in the parish over the past 4 years.
- 7.3.5. 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. Members considered that the RBL did have a parish connection and brought benefits to parishioners through its powers to give assistance locally as well as nationally. Cllr Wendy Chambers proposed that the council make a donation of £75.00 to the Bathford Branch of the RBL. This was seconded by Cllr Susan Barclay. A vote was taken by a show of hands and it was RESOLVED unanimously that the council, in accordance with the powers stated above, should make a contribution of £75.00 to the Royal British Legion in Bathford which would include the purchase of a wreath to be laid on Remembrance Day by the Chairman of the Parish Council.
Action: Clerk
- 7.3.6. Budget for 2012-13 – Committee's were reminded to set their budgets prior to the November meeting.
Action: All Committees

7.4. Highways, Footpaths and Lighting Committee

- 7.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for September 2011. The following items were discussed:-
- 7.4.2. Steps by Morris Close – Cllr Peter Martin reported that B&NES had been made aware of the water leaking down the steps which was making them slippery and this should be rectified within 28 days.

- 7.4.3. Stone Planter for Bathford Hill – Cllr Shirley Beazer reported that B&NES had granted permission for a stone planter to be placed on the pavement on Bathford Hill. There had been an offer from a volunteer to provide the labour to build the planter but the parish council would need to meet the cost of materials. It had been estimated that a ton of stone would be required, plus cement etc at a total cost of around £150. Cllr Shirley Beazer proposed that the council spend £150 on the materials for the stone planter. This was seconded by Cllr Susan Barclay. A vote was taken by a show of hands and the council RESOLVED unanimously to authorise this expenditure.

Action: Cllr Shirley Beazer

- 7.4.4. Parish Sweeper – Cllr Shirley Beazer reported that there were many complexities concerning the employment of a parish sweeper. The parish did not need the comprehensive services of a sweeper including graffiti removal etc, but did want pavements swept regularly. It was noted that there was to be a meeting of councillors and officers from B&NES shortly at which B&NES were to provide a copy of the latest sweeping/cleansing schedule and the council could discuss the parish's need for sweeping services .

Action: Cllr Shirley Beazer

7.5. Planning and Environment Committee

- 7.5.1. Members noted the minutes of the Planning Committee meetings held since the last council meeting. The following items were discussed:-
- 7.5.2. Co-opted member of Planning Committee – council noted that Mr Ian Plain had joined the Planning Committee as a co-opted member.
- 7.5.3. The Clock House, Bathford Hill – it was noted that an appeal against B&NES decision to refuse planning permission had been made.
- 7.5.4. Titan Cottage, former Whitehaven estate – council noted that a planning application to refurbish Titan Cottage and erect 3 new dwellings had been submitted. Cllr Hugh Baker said that he had tried to speak to the planning officer to confirm whether the refurbishment work and the erection of 3 new dwellings should have been made as 2 separate applications.
- 7.5.5. Communications antennae, Mountain Wood – it was noted that a communications antennae had been erected in Mountain Wood outside the Community Rooms. Enquiries had been made and it appeared that the mast fell within permitted development regulations as it did not exceed 15 metres in height.

8. HM The Queen's Diamond Jubilee

- 8.1. Jubilee Event with neighbouring parish – members agreed to send details of Mr Vito Pecchia's invitation to hold joint parish event(s) to celebrate the Jubilee to the organisers of the Bathford Festival for consideration.

Action: Clerk

- 8.2. Jubilee Commemorative Medal – members noted information received with regard to a commemorative medal designed for councils and schools. Cllr Susan Barclay was asked to liaise with the school to find out if they had already

made plans to distribute medals to the pupils and the Clerk was asked to put this on the agenda for the October meeting for further discussion.

Action: Cllr Susan Barclay

9. ALCA AGM 13 October 2011

9.1. The council had been invited to send 2 representatives to the ALCA AGM and members noted the agenda and papers circulated in advance. No councillors could attend the meeting. The Clerk was asked to send apologies to ALCA.

Action: Clerk

10. Neighbourhood Watch

10.1. Cllr Maureen Millbank said that arrangements would be made shortly for a Neighbourhood Watch PACT meeting with the police. Cllr Wendy Chambers said that lack of feedback from the police after crimes or suspicious incidents were reported was still a concern and asked for this issue to be raised at the meeting.

10.2. Cllr Stan Cherry reported information from the PCSO that 2 young people from the parish would be picking up litter around the village under the community payback scheme in restitution for the nuisance/littering that they had caused recently.

11. Liaison with School Governors

11.1. Members noted the contents of a draft letter from the Chair of the Council to the Chair of Governors reminding the governing body that the parish council was willing to help if necessary in taking forward plans to open the new school hall to community use and agreed the letter could be sent.

11.2. The Clerk was asked to write to the Chair of Governors to inform them that Cllr Susan Barclay had taken on the role of liaison with the School Governors.

Action: Clerk

12. Correspondence

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

12.2. Request to scatter cremated remains on the Wynne Willson War Memorial Recreation Ground – Cllr Shirley Beazer referred to a letter from a resident who was seeking to get their affairs in order and had requested permission to allow their ashes to be scattered on the Recreation Ground when the time came. The permission of the land owner was required, but there did not appear to be any other regulations preventing the ashes from being scattered in a public place. The parish council RESOLVED to give its permission for the cremated remains to be scattered on the Recreation Ground. The Clerk was asked to confirm the permission in writing.

Action: Clerk

12.3. Overhanging vegetation – the Clerk was asked to write to a number of residents on the High Street asking them to cut back vegetation overhanging the footpath.

Action: Clerk

12.4. RHS Britain in Bloom Scheme – information from the RHS publicising the Britain in Bloom scheme was noted.

- 12.5. Protect Bath protest group - members noted the campaign material received from Protect Bath protesting about the former Fuller's Earth site on the southwest outskirts of Bath. The site was not local to the parish and therefore did not fall with the council's remit.
- 12.6. Culverhay School – the school was seeking mentors to pass on skills to students. The Clerk was asked to put a note in the Bulletin.
Action: Clerk
- 12.7. Jubilee Events – members noted the letter from the Lord Lieutenant's Office outlining the formal events which had been planned to mark the Queen's Jubilee in 2012.
- 12.8. Bath Preservation Trust – members noted the latest mailing from the Trust containing details of their lecture series and other upcoming events.
- 12.9. CPRE – members noted the notice of a General Meeting of the CPRE Avonside Branch on 13 October 2011.

13. Items to report

- 13.1. Claim for Judicial Review – members recalled that Bathford Parish Council had been named as an interested party without its knowledge or consent in a claim for Judicial Review lodged by a resident of Bath. A Judge had refused the claimant permission to apply for a Judicial Review but members noted that the claimant seemed to be exercising his right to appear before a Judge at a hearing in November 2011. The parish council has made an application to be removed as an interested party and need take no further action in this case pending the outcome of the hearing in November at which it is expected that the application will again be dismissed.
- 13.2. Police Training Event – members noted the positive feedback from Cllr Maureen Millbank with regard to a problem solving training event organised by the police which she had attended.

14. Items for the Bulletin

- 14.1. The council RESOLVED to publish the following notes in the Bulletin:-
- 14.1.1. Free electric blanket testing
 - 14.1.2. New "101" non-emergency number for police service
 - 14.1.3. Use of pathway between A4 and Meadow Park
 - 14.1.4. Reminder of vacant council seat to be filled by co-option
 - 14.1.5. Culverhay School Mentors
 - 14.1.6. Report on presentation by Chair of Batheaston Parish Council
 - 14.1.7. Date of next meeting

Action: Clerk

15. Items for the next meeting

- 15.1. Jubilee Events
- 15.2. Commemorative Medals for Queen's Jubilee
- 15.3. Preparation for budget/precept 2012-2013
- 15.4. Summary of Income/Expenditure Apr to Sept 2011
- 15.5. List of dates for parish council meetings in 2012

16. Payments for approval

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

I M Suleman	Office rent Aug 2011 - paid by standing order	£110.00
I M Suleman	Office rent Sept 2011 - paid by standing order	£110.00
Corsham Print	Printing Aug and Sept editions of the Bulletin	£229.00
B&NES	Cost of creating drop off bus stop in Dovers Park	£1,549.00
A Coombe	Repair of fencing around playing field	£1,530.00
Mazars	Fee for external audit	£162.00
R Millbank	Grasscutting & additional weedkilling Aug/Sept	£680.00
Cotswold Distribution Ltd	Ink Cartridge	£18.56
The Phone Co-op	Phone and internet charges Aug & Sept	£61.13
Mrs R C Holding	Electricity for office, petty cash	£80.00
Mrs R C Holding	Clerk's salary July 2011	£435.45
Mrs R C Holding	Clerk's salary August 2011	£440.43
Mr M Smith	Vouchers for allotment prizes	£60.00
Avonvale RFC	Rent rebate for 2010/11 season	£50.00
Complete Weed Control	Weed control treatment on playing field	£228.00

17. Date of next meeting

17.1. The next meeting will be held on Monday 17 October 2011 at 7.30pm in the Parish Office, Bathford Hill, Bathford.

The meeting closed at 9.30pm

Signed..... (Chair)

Date.....