

**Minutes of Bathford Parish Council Meeting
held on Monday 21 November 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 Wendy Chambers
Councillor Robert Elliott
Councillor David Le Lohé
Councillor John Lloyd
Councillor Peter Martin
Councillor Maureen Millbank
Councillor Richard Wickham

Also Present: 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 Ward Councillor Gabriel Batt.

3. Declaration of interests in any item on the agenda

3.1. The Chair called for any declarations of interest. Cllr Stan Cherry declared a non-prejudicial interest as Hon. President of Bathford Cricket Club with regard to the new cricket pavilion.

4. Approval of the minutes of the last council meeting held on 17 October 2011

4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Maureen Millbank 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. Matters Arising

5.1. Councillors reviewed the list of actions arising from the last meeting and noted that the outstanding matters relating to the offer of flower planters from B&NES, the stone planter for Bathford Hill and the damaged fingerpost at Conkwell all remained ongoing. Cllr John Lloyd agreed to collect the old printer for disposal. Cllr Stan Cherry confirmed that the allotment spreadsheet had been amended to take account of deposits returned or retained and therefore this item could be removed from the action sheet.

Action: Clerk

6. Committee Reports

6.1. Amenities Committee

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for November 2011. The following items were discussed:-
- 6.1.2. Cricket Pavilion – Cllr Stan Cherry reported that he and Cllr Wendy Chambers has attended a meeting of the Cricket Club pavilion sub-committee and good progress had been made towards agreeing the terms of a lease for the new building.
- 6.1.3. Tree survey – Cllr Stan Cherry confirmed that the Tree Survey had been completed and tabled a summary of the recommendations. Three trees had been recommended for felling, a cherry tree on the village green and two trees on the playing field. Other recommendations related to crown lifting and removing ivy and small branches. A contract had been awarded for the minor work and quotes were being obtained for the felling. Cllr Stan Cherry suggested that a tree could be planted to commemorate the Jubilee as a replacement for the cherry tree on the green.
- 6.1.4. Exercise equipment – Cllr Stan Cherry reported that the Amenities Committee would consider a suggestion from a resident to install exercise equipment for adults on the playing field.
- 6.1.5. Cleansing – Cllr Stan Cherry referred to an email from a resident containing a number of suggestions for tackling the perceived litter problem in Bathford and to information from B&NES with regard to cleansing. With regard to the specific comments made by the resident the council agreed that it could write to the school asking them to remind the children of the importance of not dropping litter. On the issue of refuse being left by collectors, B&NES had confirmed that collectors are not obliged to pick up any refuse scattered by animals or blown out of recycling boxes, but they should pick up any rubbish they drop during the collection. B&NES had confirmed that litter bins are checked every day and emptied when necessary. Cllr Stan Cherry also reported that B&NES could make litter picking equipment available to parish councils and this could be loaned to any volunteers who may wish to collect litter.
- 6.1.6. It was suggested that a note could be put in the January edition of the Bulletin to make residents aware of the complaints received about litter and encourage parishioners to put litter in a bin or take it home with them. In addition it was suggested that B&NES could be asked if they had posters about litter which the parish council could display and perhaps the PACT/Neighbourhood Watch scheme could be used to encourage the formation of a team of litter picking volunteers.
- 6.1.7. The Clerk was asked to send a reply to the resident who had raised the concerns.

Action: Clerk

6.2. Communications Committee

- 6.2.1. Cllr Maureen Millbank presented the Communications Committee monthly report for November 2011. The following items were discussed:-

6.2.2. Jubilee Walk – Cllr David Le Lohé had proposed putting together a Jubilee Walk with a leaflet containing information on items of interest around the parish. This could complement the existing walking trail published by the Bathford History Society. Members were in favour of the idea and Cllr Wendy Chambers suggested that Cllr David Le Lohé work further on the idea and present more detailed proposals to the January meeting, with costs if available and an indication of any support from sponsors.

Action: Cllr David Le Lohé

6.2.3. Youth activities – Cllr David Le Lohé reported that he had spoken to the owner of a plot of land just outside the parish on the A4 asking whether it could be used by young people on motorcycles. The owner was content as long as the motorcycle sessions were run under the control of his nephew who was an experienced rider and who would provide the bikes. It was suggested that an event could be organised including a talk from the motorcyclist which may be of interest to young people in the village.

6.2.4. It was reported that Mr Pearce-Kearney had sat in on a Communications Committee Meeting and had offered a number of useful observations on how the parish council might communicate and engage with the young people in the village.

6.2.5. Cllr Stan Cherry said that the church had arranged a public meeting on 27 November in the parish rooms to gauge interest in setting up a youth club.

6.3. Finance and Administration (F&A) Committee

6.3.1. Cllr Susan Barclay presented the F&A Committee monthly report for November 2011. The following items were discussed:-

6.3.2. Additional fencing on playing field – it was reported that the F&A Committee considered that the cost of proposals to erect fencing around the rugby club to prevent dogs from running on to the playing area should be met from reserves rather than added to the precept for 2012/13. Cllr Stan Cherry confirmed that the rugby club had been made aware of the plans and he would talk to them in more detail about the proposals in due course.

6.3.3. Budget 2012/13 – Cllr Susan Barclay confirmed that the F&A Committee has all the figures they needed and a meeting would be held shortly to agree a draft budget for 2012/13 for approval at the January 2012 council meeting.

6.3.4. Use of Village Café for parish council meetings – it was reported that Bathford Enterprise for All (BEFA) had approached the council with a suggestion that parish council meetings could be held in the village café subject to a charge. Members considered the proposal, but concluded that there was no advantage in holding its monthly meetings in the cafe. It did not offer improved disabled access over and above the current office; members had concerns about security of the shop's stock as council meetings are held in public and changing the venue would incur additional expenditure. Councillors concluded that it should continue to use the parish office for its regular meetings, but if a larger venue was required it would use the Community Rooms on an ad-hoc basis for a lower fee than that charged for

the use of the café. The Clerk was asked to write to BEFA informing them of the council's decision.

Action: Clerk

- 6.3.5. Confirm membership of ALCA 2012/13 – members noted the benefits of belonging to the Avon Local Council's Association (ALCA) including access to training and advice. Cllr Susan Barclay proposed that Bathford Parish Council should continue its membership of ALCA in 2012/13 at the annual subscription rate of around £350.00. This was seconded by Cllr Wendy Chambers. A vote was taken by a show of hands and the council RESOLVED unanimously to renew its membership of ALCA.
- 6.3.6. Update from Councillor Training – Cllr Susan Barclay reported that she and Cllr David Le Lohé had attended an informative ALCA finance training course in Yate, Bristol. During the course they had learnt that ALCA would also deliver training locally and Cllr Susan Barclay invited councillors to contact her if they were interested in attending a particular training course and it might be possible to arrange for this to be given in the parish.
- 6.3.7. Cllr Susan Barclay said that the Localism Act had been mentioned during the training course as the legislation gave local authorities the power to devolve responsibility for delivery of certain services to parish and town councils, such as responsibility for provision and maintenance of public conveniences. It was not considered that Bathford Parish Council would be affected in the immediate future by the new legislation as B&NES had given no indication that it was preparing to pass responsibility for any services to the parish council.

6.4. Highways, Footpaths and Lighting Committee

- 6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for November 2011. The following items were discussed:-
- 6.4.2. Pavements – Cllr Shirley Beazer reported that the pavements at the top of the village had been swept. It was noted that the tarmac by the telephone box on Bathford Hill had lifted as the result of water damage. B&NES had been informed and the area had been fenced off pending repair.
- 6.4.3. Churches lorries travelling through the village – Cllr David Le Lohé reported that he had spoken to the MD at M J Church who had confirmed that there was no set date for the completion of the infill to create a golf range at the Kingsdown Club. The site was between 67% - 75% full and therefore the soil deliveries would continue for the time being. Churches confirmed that the current movement of soil is from the Riverside development up to Kingsdown and therefore the delivery route runs through Bathford. This contract is due to come to end within the next couple of days and therefore Bathford should have a respite from vehicle movements. The resumption of movements through Bathford would depend on the location of the next source of soil. Church's were apologetic about the inconvenience caused to residents. Church's noted the complaints that lorries were going too fast through the village. Each vehicle was tracked and if residents could provide registration

numbers of offending vehicles, the complaint would be checked against the electronic record for that lorry.

6.4.4. On other matters Cllr Shirley Beazer reported that she had left a message for the PCSO about the community speed watch scheme; B&NES had been asked to return the bench to the top of the High Street and Cllr Wendy Chambers confirmed that she had contacted B&NES about removing mud from the road at Warleigh. She said conditions had improved but the highway still needed further attention.

6.4.5. Snow Warden Pilot Project – Cllr Peter Martin confirmed that Bathford had applied to take part in the volunteer Snow Warden Pilot Project being set up by B&NES, but had not yet received confirmation that its application had been successful. The pilot would give Bathford access to stocks of grit for distribution locally through a local network of volunteer snow wardens when the bad weather came. Cllr Peter Martin said that having assessed various options of ways in which the parish council could affect snow clearance in the parish, it was felt that buying grit would be the most effective option. Issues to be addressed included obtaining the grit, storing it, getting it to the snow wardens and spreading it effectively. Cllr Peter Martin said that the grit would come in 25kg bags which could be transported by car and stored on a snow warden's property. Storage would be an important factor as the grit would need to be kept dry. The grit would be for use on the highway and this would need to be made clear to residents and snow wardens. The cost of purchasing grit for the parish could be up to £2,000 for the season. Members agreed to wait until B&NES announced the areas to be included in the Snow Warden project before considering this matter further. The Clerk was asked to put a note in the Bulletin reminding residents that the salt in grit bins is provided solely for use on the highway not private drives or pathways.

Action: Clerk

6.5. Planning and Environment Committee

6.5.1. Members noted the minutes of the Planning Committee meeting held since the last council meeting. The following items were discussed:-

6.5.2. 55 Meadow Park – Cllr Hugh Baker reported that the Planning Committee has been sent a copy of objections addressed to B&NES by a resident with regard to the planning application relating to this property. The planning committee had already submitted its comments on the application and these were unaffected.

6.5.3. Jewson View Farm – B&NES had advised the council that the owners did not appear to have contravened planning regulations and therefore no enforcement action could be taken.

6.5.4. Valley Parishes Alliance (VPA) – there were no issues for discussion relating to the VPA.

7. Neighbourhood Watch (NW)

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

8. Liaison with School Governors

- 8.1. Cllr Susan Barclay reported following the last Governors meeting. The Head Teacher of Bathford Primary School had announced her retirement from 31 August 2012 and the current Deputy Head would be acting Head Teacher until a replacement was found. It was confirmed that the new school hall was now available for hire. A notice should have gone in the November edition of the Bulletin but had been missed and the notice would appear in the December edition.

9. Correspondence

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

- 9.2. Letter of complaint on various issues – Cllr Shirley Beazer referred to an email from a resident who had complaints about the litter on the playing field and outside the rugby club and aggressive dogs running unleashed on the field. It was acknowledged that the rugby club had been trying hard to keep the dogs off the field and it was suggested that the complaint about the dogs could be sent to them as confirmation that there were still concerns. It was further suggested that the complaint about litter could be sent to B&NES for information.

Action: Clerk

10. Items to report

- 10.1. Notes from the Parishes Liaison Meeting 19 Oct 2011 – Cllr Hugh Baker's report of the meeting was noted. Cllr Hugh Baker reported that the papers relating to the consultation on the provision of pitches for travellers had been received and a notice of the consultation had been displayed on the parish council notice board.
- 10.2. Vacant property in Dovers Park – Cllr Susan Barclay said that vegetation from the garden of a vacant property in Dovers Park was growing over the pavement making it difficult to pass. There were also concerns about the dilapidated state of the house. Cllr Susan Barclay was advised to contact B&NES through Council Connect to report the problems as they may be able to take action, particularly if there were environmental concerns about the spread of rats etc.
- Action: Cllr Susan Barclay**
- 10.3. Turning onto Bathford Hill – Cllr David Le Lohé said that he had been asked by a resident whether it was possible to have a mirror erected on the wall opposite the turning out of the shop as it was difficult to see up the hill when turning right. Cllr Shirley Beazer said that this issue had been raised on previous occasions. A mirror could not be erected because the owner of the land on which the mirror was placed would be deemed responsible if there was an accident. There was an unofficial recommendation that driver's should not turn right out of the junction due to the dangers.
- 10.4. Royal British Legion (RBL) – Cllr Stan Cherry reported that the RBL had submitted a request for financial assistance towards the cost of fitting air conditioning units in its function room. The request had been received too late for inclusion on the agenda for the November meeting and would be put on the agenda for the January meeting.

Action: Clerk

11. Items for the Bulletin

- 11.1. The council RESOLVED to publish the following notes in the Bulletin:-
 - 11.1.1. Christmas Greetings to parishioners
 - 11.1.2. Invite expressions of interest in joining Snow Warden scheme
 - 11.1.3. Dog Fouling
 - 11.1.4. Remind residents that grit in salt bins is provided solely for use on roads
 - 11.1.5. Littering
 - 11.1.6. Date of next meeting

Action: Clerk

12. Items for the next meeting

- 12.1. Budget for 2012/13
- 12.2. Request for financial support from Royal British Legion
- 12.3. Snow Warden Pilot Scheme update
- 12.4. Jubilee Events
- 12.5. Annual Parish Meeting 2012
- 12.6. Update Mandate

13. Payments for approval

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

I M Suleman	Office rent Nov 2011 - paid by standing order	£110.00
Corsham Print	Printing November edition of the Bulletin	£133.00
Mrs N Palmer	Bulbs and flowers for planter in Dovers Park	£11.49
ALCA	Cost of councillor training course	£90.00
The Phone Co-op	Phone and internet charges Oct/Nov 2011	£30.95
Mrs R C Holding	Office electricity and petty cash	£60.00
Mrs R C Holding	Clerk's salary October 2011	£503.33

15. Date of next meeting

- 15.1. The next meeting will be held on Monday 16 January 2012 at 7.30pm in the Parish Office, Bathford Hill, Bathford.

The meeting closed at 9.15pm

Signed..... (Chair)

Date.....