

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 20 February 2012 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 David Le Lohé  
Councillor John Lloyd  
Councillor Peter Martin  
Councillor Maureen Millbank  
Councillor Richard Wickham

Also Present: Ward Cllr Gabriel Batt  
Rev Jane Burgess (for item 6 only)  
Kara Maylor (for item 6 only)  
Ruth Holding (Clerk)

**1. Public 5 Minutes**

1.1. Mobile Library Service – Cllr Gabriel Batt reported that a petition to save the mobile library service had attracted over 1000 signatures of which 50 had been collected in Bathford shop. He confirmed that the mobile library service would continue.

**2. Apologies**

2.1. Apologies for absence were received from Cllr Bob Elliott (illness). Cllr Shirley Beazer reported that he remained in hospital and members sent him their best wishes.

**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 council meeting held on 16 January 2012**

4.1. Acceptance of the minutes of the last meeting was proposed by Cllr Maureen Millbank 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 and discussed the following issues:-

5.2. Broken finger post at Conkwell – Cllr Wendy Chambers said that she was taking Mr Steve Mackerness to see the fingerpost and potholes in the road so that he could report on the situation at the next meeting of the Valley Parish Alliance group.

5.3. Stone planter for Bathford Hill – Cllr Shirley Beazer confirmed that as the work to repair the pavement had been completed she would ask for work to begin on building the stone planter.

## **6. Update on creation of a new Youth Club in the village**

- 6.1. The Chair welcomed Rev Jane Burgess and Kara Maylor from St Swithun's Church and thanked them for coming to speak to the council about their plans for a new Youth Club in the village.
- 6.2. Rev Jane Burgess said that the aim was to set up a weekly Youth Club in the church and space had been made in the south aisle for this purpose. She announced that a number of people had been for training in youth work and it was hoped to launch the Club at the beginning of the summer term. The church hoped to have the services of a youth worker for 10 hours a week from September, a post that would be shared with St Saviour's Church in Larkhall.
- 6.3. Kara Maylor said that the new Club would be publicised to the Year 6 pupils at Bathford Primary School, in the Bathford Bulletin and on a Facebook page. It was emphasised that the Youth Club would be open to all children aged 11+ not restricted to those who attended church and it would not be exclusively for children resident in Bathford parish. Batheaston and Bathampton had Youth Clubs so it was not expected that there would be many children coming from these areas, but children may come down from Kingsdown or Monkton Farleigh.
- 6.4. The removal of more pews from the south aisle of the church had created a space large enough for a table tennis table or a pool table and these items of equipment would be borrowed initially to assess what the young people wanted. The church also had smaller rooms available which could be used for electronic games, and activities such as a nail bar, etc.
- 6.5. Kara Maylor said that the group was being modelled on the very successful Youth Club run in Norton St Phillip. Initially Bathford's Youth Club would operate one night per week, probably a Tuesday, in term time only. However, if well attended and more volunteer helpers came forward in the future, the Club could be extended into school holidays.
- 6.6. The Vicar confirmed that the south aisle pews had been removed in order to create a decent sized space in the church for community activities as she very much wanted the church to be used by the whole community and not just the congregation. Rev Jane Burgess confirmed that there were no plans to remove pews from elsewhere in the church.
- 6.7. Cllr Shirley Beazer thanked Rev Burgess and Kara Maylor for their time and wished them success with this venture. She reminded them that B&NES was holding a small sum of money for youth activities in Bathford and the Youth Club may like to give some thought to how this could be spent. Cllr Shirley Beazer said that the council would appreciate regular updates on the progress of the club. Rev Jane Burgess said that she would be happy to speak at the Annual Parish Meeting about the formation of the Youth Club.

## **7. Committee Reports**

### **7.1. Amenities Committee**

- 7.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for February 2012. The following items were discussed:-
- 7.1.2. Street Lighting on Playing Field footpath – Cllr Stan Cherry reported that the broken light had been repaired and all three lights were now working.
- 7.1.3. Request for Access to playing field for building work – the Amenities Committee had carefully considered a request from a resident to allow vehicles access to the playing field during building works. The Committee decided to refuse the request primarily on the grounds that this would damage the field surface.
- 7.1.4. Exercise equipment on playing field – the Amenities Committee considered that such a proposal was currently prohibited on the grounds of cost. However, it was something that

the Committee may look at again when the playing area had been fenced off as it might be possible to have a path around the perimeter of the field with exercise stations at intervals.

**Action: Amenities Committee**

- 7.1.5. Littering around Rugby Club and play area – concerns from a resident about dogs on the playing field and littering around the play area had been passed to the Rugby Club. Cllr Stan Cherry said that a representative of the club had called him in response as much of the litter and bottles could not be attributed to goods sold in the clubhouse. The Rugby Club was supportive of the parish council's plans to fence the field but raised a concern about grass cutting of the area outside the fence. Cllr Stan Cherry confirmed that the grass would continue to be cut by the parish council.
- 7.1.6. Dog Control Order – Cllr Stan Cherry said that the parish council needed to strengthen its Byelaws with regard to excluding dogs from the playing field. It had been intended that the playing field and play area would be covered by the Dog Control Orders proposed by B&NES, but the plans had been withdrawn by the Unitary Authority. It had been suggested that Bathford Parish Council could establish a Dog Control Order under its own powers as a secondary authority. A draft order had been prepared, but since then it had been confirmed that B&NES would be re-issuing its proposals for Dog Control Orders across the area within 3 months. Cllr Stan Cherry therefore proposed that the parish council's draft Order should be held in abeyance pending the re-issued consultation from B&NES which would include the play area and playing field in Bathford. Members agreed there was no need to take this matter further until B&NES revised proposals were published.
- 7.1.7. Cricket Pavilion – Cllr Stan Cherry confirmed that an account had been opened for the Wynne Willson Recreation Ground and this would allow applications to be made for grant funding for the cricket pavilion.
- 7.1.8. Use of Playing Field by Rugbytots - Cllr Stan Cherry confirmed that the Amenities Committee had given approval to Rugbytots to use the playing area for their sessions, subject to confirmation that Rugbytots had appropriate insurance in place. The fee had been set at £10 per session, subject to a review after the end of the first course
- 7.1.9. Litter Picking – Cllr Stan Cherry said that B&NES had provided 6 more sets of litter picking equipment which he would distribute to residents who had volunteered to collect litter. It was suggested that litter collection should be one of the subjects discussed at the Annual Parish Meeting.
- 7.1.10. Additional Flower Planters – Cllr Stan Cherry asked for a note to go in the Bulletin asking for volunteers to look after 3 flower planters available to the parish. It was suggested that one could be placed on the triangle at the bottom of Bathford Hill. It was also suggested that one could be placed on the A4 at the entrance to the village and local businesses might be asked to sponsor a planter.
- 7.1.11. Fence around playing field – Ward Cllr Gabriel Batt reminded the council that funds towards the cost of such a project may be available from a community improvement fund open to Ward Councillors and he should be contacted when more detailed proposals were drawn up and costed.
- 7.1.12. Alternative access to field from bridleway – Cllr Stan Cherry reported that there was a need to fell a tree on the boundary of the field and the bridleway and it was suggested that once the tree was removed the gap could be filled with a hard standing and lockable gate to provide an alternative access for vehicles into the playing area from the bridleway over which the parish council had a legal right of access.

## **7.2. Communications Committee**

7.2.1. There was no written report for February 2012. The following items were discussed:-

7.2.2. Jubilee Events – Cllr Wendy Chambers reported on the outcome of a useful meeting held on 8 February to co-ordinate local events and activities with neighbouring parishes to celebrate the Diamond Jubilee. An events calendar had been prepared and during discussion at the meeting the dates and times of some events had been altered to ensure that events were spread more evenly over the Bank Holiday weekend. There would be no formal regular meeting of the group, but a follow-up meeting with Bathampton and Batheaston was arranged for 23 February.

7.2.3. It was considered that there should be a lasting record in the village of the Jubilee and it had been suggested that in view of the village's connection with quarrying there should be a stone placed on the triangle carved with the name of Bathford and with reference to the Jubilee and possibly the Olympics. This idea was widely supported and Cllr Wendy Chambers said that she had spoken to the manager of the quarry in Corsham about the possibility of the stone being donated. The Clerk was asked to write to the stone quarry to ask whether they would be willing to supply the stone free of charge. If they were to agree then work would need to be done on what should be carved on the stone and the site approved by B&NES. There were 3 local stonemasons who could be approached to do the carving.

**Action: Clerk**

7.2.4. The Clerk was asked to put a note in the Bulletin asking for volunteers to come forward to get involved in preparations for the events and to notify the parish council of any activities planned to enable these to be added to the village events calendar.

**Action: Clerk**

7.2.5. Jubilee Walks Guide - Cllr David Le Lohé reported that after speaking to the Chair of Bathford History Society he was rethinking the format of the walking trail leaflet as the Society had previously published leaflets about the parish's built environment and the Avon Wild Life Trust had published guides for Brown's Folly (tabled). Therefore it might be simpler and more cost effective to use these or at most to have a leaflet to accompany the day's walk. Cllr David Le Lohé said he was still developing ideas and would report progress at the next meeting.

**Action: Cllr David Le Lohé**

7.2.6. Members were reminded that at a previous meeting it had been suggested that a tree could be planted on the green to commemorate the Jubilee. Cllr David Le Lohé referred to a recent television programme in which it had been suggested that school children could be given wild flower seeds to scatter to encourage insects and bees. Cllr Shirley Beazer said that if this idea was suggested for Bathford, the seeds should be scattered in designated areas and have the agreement of the landowner. The seeds should not be scattered anywhere in the village.

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

7.3.1. Cllr Susan Barclay presented the F&A Committee monthly report for February 2012. The following items were discussed:-

7.3.2. Photocopier – Cllr Susan Barclay reported that an engineer had been called and had been able to get the copier functioning again but only one feed tray was working. This was currently adequate for the council's needs. To make the copier fully operational again would require a more expensive repair. The F&A Committee would review the council's photocopier needs when considering the budget for 2012/13 in the Autumn.

- 7.3.3. Jubilee contingency fund – it was queried whether the £500 allowed for in the budget for 2012/13 would be adequate in view of the proposals for a stone, possibly a tree or as a contribution to events. Another project could be the refurbishment of the Jubilee seat on the allotment. It was suggested that the Jubilee events group could look at the list of activities and cost a few items.  
**Action: Cllr Wendy Chambers and Jubilee events group**
- 7.3.4. Pension for employees – Cllr Sue Barclay reported that the parish council would be obliged to offer its employees a pension as from January 2016 and the precept would need to be amended to reflect this obligation.
- 7.3.5. Transfer of funds to Wynne Willson Bank Account – Cllr Susan Barclay reminded councillors that it had been agreed that when a new account had been set up for the Wynne Willson War Memorial Recreation Ground, the sum of £4,000 which had been precepted for the repair of the old cricket pavilion and reallocated to the new pavilion, would be transferred from the parish council's reserves to the new bank account. Now that an account had been opened, Cllr Susan Barclay proposed the transfer of £4,000 to the new account. This proposal was seconded Cllr Wendy Chambers. A vote was taken by a show of hands and the council RESOLVED to make the transfer of money by a result of 9 votes for the proposal. Cllr Stan Cherry abstained.  
**Action: Clerk**
- 7.3.6. Purchase of Christmas Tree – members noted the request from BEFA for the parish council to take over the funding of the village Christmas tree. The parish council felt that it might be possible to encourage a local business to sponsor the tree. The Clerk was asked to reply to BEFA to inform them that the parish council was further considering the options for the supply of a Christmas tree.  
**Action: Clerk**

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

- 7.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for February 2012. The following items were discussed:-
- 7.4.2. Request for parking bans in various locations - Cllr Shirley Beazer reported that a resident had requested parking bans in various locations including Ostlings Lane and Church Street. The Highways, Footpaths and Lighting Committee had considered the issues raised but considered a total ban was not justified, but would ask B&NES to extend the white line a short distance along the narrowest section of Church Street to relieve congestion.
- 7.4.3. Cllr Shirley Beazer reported that she had received a phone call from the Chair of Batheaston Parish Council with regard to the proposals to improve the pavement area outside the shops in Batheaston which would be an item for discussion at the Cluster Meeting. Members accepted that this matter was relevant to the residents of Bathford as many used the services of the doctor, pharmacy, post office, shop etc. The parish council agreed that it could support the fact that the pavement required improvement and repair. It had been implied that legal proceedings may be considered if B&NES did not act, but members were unable to comment as there were no definite facts to consider.
- 7.4.4. Snow Warden Scheme - Cllr Peter Martin reported that the volunteer snow wardens had been called upon on 20 January and again the following week. The equipment had worked well, but had used more salt than expected and another pallet had been provided by B&NES and was in storage. In the areas where salt had been spread the outcome appeared to be successful and lessons had been learnt for next year. Cllr Peter Martin said that he would speak about the scheme at the Annual Parish Meeting.

## **7.5. Planning and Environment Committee**

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

7.5.2. Localism Act – Cllr Peter Martin reported on a meeting attended by Cllr Maureen Millbank and him about the implications for communities of the Localism Act 2011. Under the Act, communities could develop neighbourhood plans which would be put more detail on the contents of the Core Strategy. It was considered that the parish council needed to look at the sustainability criteria published previously in the Parish Plan or the Village Design Statement to see whether the assumptions made were still applicable and it may be that Bathford's existing plans would be acceptable. Cllr Peter Martin said that he would undertake to look at this issue in consultation with the Planning and Environment Committee.

**Action: Cllr Peter Martin**

7.5.3. Jewson's View Farm – it was noted that demolition of the old buildings was almost complete.

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

## **8. Planning for Annual Parish Meeting to be held on 16 April 2012**

8.1. Following the suggestion by the Chair at the last meeting to alter the format of the Annual Parish Meeting in 2012, members agreed that they would have more speakers on the subjects of the new Youth Club, Snow Warden project, litter picking team and Dog Control Orders and spend less time presenting the Committee Reports. It was suggested that the reports could be made available to read in the parish hall from 7pm and published in advance on the council's website.

8.2. Cllr Wendy Chambers said that she would find volunteers to serve the refreshments.

**Action: Clerk**

8.3. The Clerk was asked to invite village groups to put up displays in the hall for parishioners to look at in the coffee break.

**Action: Clerk**

8.4. Further consideration to be given to this item at the next meeting.

**Action: Clerk**

## **9. Neighbourhood Watch (NW)**

9.1. Cllr Maureen Millbank reported that the Ringmaster alert system was being replaced with a new system for notifications.

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

10.1. Cllr Susan Barclay said that she had been unable to attend the last Governor's meeting but reported that it had largely been concerned with the procedure for the recruitment of a new Headteacher.

## **11. Correspondence**

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

11.2. Avon Wildlife Trust – members noted the newsletter issued by the Trust about its grasslands projects.

## 12. Items to report

12.1. Brown's Folly – Cllr David Le Lohé reported that he had tried to contact the Folly Fellowship by email to ask about progress of the plans to block up the entrance to Brown's Folly but without success. He would confirm the correct contact details and try again.

**Action: Cllr David Le Lohé**

12.2. Dilapidated house in Dovers Park – Cllr Susan Barclay reported that following the clearance of the garden, the house itself was now being renovated.

12.3. Overgrown bushes on A4 roundabout – Cllr Peter Martin reported that the bushes on the roundabout were reducing visibility. Cllr Shirley Beazer said she would contact B&NES and ask for them to be cut back.

**Action: Cllr Shirley Beazer**

12.4. Questions for Deputy Prime Minister – the Clerk had been contact by Mr Ian Plain who said that the Confederation of Small Businesses was one of a number of groups meeting the Deputy Prime Minister, Nick Clegg on Thursday 23 February. If the parish council had any questions they wished to raise about issues affecting small businesses in Bathford these could be emailed to Mr Plain before Thursday.

## 13. Items for the Bulletin

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

13.1.1. Date of Annual Parish Meeting and invite items for discussion

13.1.2. Bulk buying scheme for heating oil

13.1.3. Invitation to get involved in Jubilee Celebrations group or to add events to village calendar

13.1.4. Recycling of Tetra-Paks

13.1.5. Request for volunteers to look after 3 new flower planters in the parish

13.1.6. Request for volunteers to join litter picking team

**Action: Clerk**

## 14. Items for the next meeting

14.1. Planning for Annual Parish Meeting

14.2. Jubilee Events update

14.3. Reports for APM from Committee Chairs

## 15. Payments for approval

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

I M Suleman	Office rent Feb 2012 - paid by standing order	£110.00
Cotswold Distribution	Ink cartridges	£19.78
Office Evolution Ltd	Photocopier repair	£71.99
Corsham Print	Printing February edition of the Bulletin	£133.00
Wynne Willson Rec Ground	Transfer of funds	£4,000.00
The Phone Co-op	Phone and internet charges	£30.12
Leaf & Lawn	Tree Works	£125.00
Mrs R C Holding	Office electricity and petty cash	£60.00
Mrs R C Holding	Clerk's salary January 2012	£608.67
HMRC	Tax & NI	£3.75
Cllr D Le Lohé	Hi-viz jackets for snow warden volunteers	£22.56

**16. Date of next meeting**

16.1. The next meeting will be held on Monday 19 March 2012 at 7.30pm in the Parish Office, Bathford Hill, Bathford.

The meeting closed at 9.40pm

Signed..... (Chair)

Date.....