

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 19 March 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 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 Cllrs David Le Lohé and Bob Elliott (illness).

**3. Declaration of interests in any item on the agenda**

3.1. The Chair called for any declarations of interest. Cllr Hugh Baker declared a non-prejudicial interest in item 7 as Chair of the Committee of the Royal British Legion Bathford Branch.

**4. Approval of the minutes of the last council meeting held on 20 February 2012**

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 and discussed the following issues:-

5.2. Exercise equipment on the playing field – Cllr Stan Cherry said that this item was to be removed from the action sheet for the full council as it was a long term action that would be managed by the Amenities Committee as part of its ongoing business.

5.3. Review parish's current sustainability criteria – Cllr Peter Martin confirmed that work had begun on the review.

5.4. Brown's Folly – Cllr Shirley Beazer confirmed that Cllr David Le Lohé had contacted the Folly Fellowship about their plans to block up the entrance to the folly structure and reported that the work was due to start in the Spring.

5.5. Overgrown bushes on A4 roundabout – the problem had been reported to B&NES and work had been carried out.

- 5.6. Allotment plot map – Cllr Richard Wickham tabled a map from the parish online service on which the plot boundary of each allotment had been marked. A copy had been passed to the Allotment Wardens for confirmation of the layout and plot numbers
- 5.7. Stone planter on Bathford Hill – it was confirmed that the council had approved expenditure on this item at its meeting in September 2011 and therefore work to build the planter could begin immediately.
- 5.8. Damaged fingerpost at Conkwell – Cllr Wendy Chambers reported that she and Mr Mackerness had viewed the fingerpost and the condition of the road surface. It was hoped that when the representative of Winsley rejoined the Valley Parishes Alliance Group the matter would be taken forward quickly.

## 6. Committee Reports

### 6.1. Amenities Committee

- 6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for March 2012. The following items were discussed:-
- 6.1.2. Cricket Pavilion – Cllr Stan Cherry reported he and Cllr Wendy Chambers had attended the last meeting of the pavilion committee. The legal advisor had raised some issues with regard to the draft lease and a response was discussed. The building costs were estimated to be in the region of £50,000 of which a substantial element was VAT. Cllr Cherry said that he was investigating whether the project could be given exemption from VAT as the playing field was a registered charity. In response to a query raised by the legal advisor, Cllr Stan Cherry reported that the council would be checking with the Land Registry to confirm whether the playing field was already registered with them. The pavilion, when built, would also need to be added to the documents held by the Charity Commission.  
**Action: Cllr Stan Cherry**
- 6.1.3. Use of Playing Field by Rugbytots – Cllr Stan Cherry reported that Rugbytots would be using the field for 14 weekly sessions at a cost of £10 per session with a rent review at the end of the course. The income from Rugbytots would cover the revenue lost when the football club disbanded.
- 6.1.4. Litter Picking – Cllr Stan Cherry reported that 11 adults had volunteered for the litter picking team to date and the parish council has provided 10 child-sized litter picking kits to the school in response to a request from the children. All agreed that the appearance of the village had significantly improved and members were grateful to the volunteers for their efforts.
- 6.1.5. Litter dropped by recycling crews – Cllr Stan Cherry reported that in response to complaints that recycling crews were not picking up items they drop, B&NES was implementing a system of spot checks during recycling collections.
- 6.1.6. Wall adjacent to playing field footpath and bridleway – in response to concerns raised about the condition of the wall at the rear of properties in Titan Barrow, the Clerk was asked to write to householders asking them to check the condition of their boundary wall and carry out any necessary repair.  
**Action: Clerk**

### 6.2. Communications Committee

- 6.2.1. There was no written report for March 2012. The following items were discussed:-
- 6.2.2. Jubilee Beacon in Brown's Folly Nature Reserve – Cllr Wendy Chambers introduced the paper submitted by Cllr David Le Lohé in his absence. The paper set out the proposals for a Jubilee Beacon to be lit as part of the Jubilee celebrations. A comprehensive review

of issues relating to a beacon lighting appeared to have been addressed including permission from the landowner, preparation for obtaining materials and volunteers to build it etc. Members agreed that the beacon lighting should not be promoted as a parish council initiative, but they were supportive of the beacon in principle. However, members did express concern about the risks associated with a large fire in a grassland/wooded area at what could be a hot and dry time of year. The parish council asked the organisers to obtain a full risk assessment from the fire service before they could give their unqualified approval to the event. Cllr Wendy Chambers said that she would contact Cllr David Le Lohé on his return to inform him of the outcome of the council's discussion.

**Action: Cllr Wendy Chambers**

- 6.2.3. The Big Jubilee Lunch – Members noted the contents of the letter which had been sent to residents of Church Street who would be affected by the proposal to close the street from Bathford Hill to the Manor Drive junction on 3 June for a street party.
- 6.2.4. Commemorative Stone – Cllr Wendy Chambers reminded members of the discussion at the last meeting about the provision of a stone in the village to commemorate the Jubilee and was pleased to announce that the quarry in Corsham had agreed to donate a stone to the village, but arrangements for transporting the stone would be the responsibility of the parish council. B&NES had indicated that the approval procedure for putting the stone somewhere in the village was complex and had recommended that the Ward Councillor should get involved. Ward Cllr Gabriel Batt had investigated the matter and advised that the parish council was only required to submit a planning application when the location and design of the stone had been agreed.
- 6.2.5. There had been one or two suggested locations for the stone, but the favoured position was the village green. Cllr Wendy Chambers said that she would invite the quarry manager to see the sites and offer advice and if members had any other ideas for a site they should send them to her for consideration. Once agreed and a stone had been chosen a planning application could be made, the costs to be met from the Jubilee contingency fund agreed in the 2012/13 budget.

**Action: All Councillors.**

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

- 6.3.1. There was no written report for March 2012. The following items were discussed:-
- 6.3.2. Funding request from Youth Club – following the presentation at the last meeting from the Vicar and youth leader from St Swithun's church, they had been in contact with the council to confirm that they hoped to have the Youth Club running after Easter and asked if the parish council could help with the purchase of a Wii console and controllers which they would like to obtain before the club opened.
- 6.3.3. Members were pleased to see the positive progress being made to provide a facility for the young people of the village and considered that the council should support it in a modest way. Cllr Stan Cherry proposed a donation of up to £200 to be allocated from Parish Plan funds. This was seconded by Cllr Hugh Baker. A vote was taken by a show of hands and the council RESOLVED unanimously to approve this expenditure. The Clerk was asked to write to the Youth Club asking them purchase the equipment and send the receipt to the parish council who would repay the costs up to £200. The Club would be asked to acknowledge the support of the council as appropriate.
- Action: Clerk**
- 6.3.4. Funding request from the Mountain Wood Resident's Club – members recalled making a donation of £200 from Parish Plan funds 2011 as start up funding for a new resident's club which was being set up by and for the residents in sheltered accommodation in Mountain Wood. Cllr Stn Cherry reported that the Club had been very active and provided

opportunities for the residents to use community transport to go on shopping trips and leisure outings. The club did not rely solely on the donation from the parish council but raised funds through regular Bingo evenings and communal lunches.

- 6.3.5. Members agreed that the club was bringing significant benefits to the residents and wanted to ensure that it continued. However, the council was also mindful that the parish plan resources were dwindling and it had a duty to make the best use of these funds for the benefit of all sections of the community. Cllr Susan Barclay proposed a donation of £100 to the club from parish plan funds. This was seconded by Cllr Maureen Millbank. A vote was taken by a show of hands and the council RESLOVED unanimously to make a donation of £100 to the club.

**Action: Clerk**

- 6.3.6. Amendment to Clerk's Contract of Employment – Cllr Susan Barclay reported that the Contract of Employment had been changed to take account of changes to the rules on the payment of gratuities. The amended Contract was signed by the Chair of the Council and the Clerk. The Chair of the F&A Committee asked for a copy of the signed contract for her records also.

**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 March 2012. The following items were discussed:-

- 6.4.2. Accident near Wiltshire border – two councillors had seen glass on the road near the Wiltshire border at exactly the same location as previous incidents supporting the council's claims that there is an adverse camber or other problem at this spot which is resulting in numerous accidents.

- 6.4.3. Dislodged stones - Cllr Stan Cherry reported that large stones had become dislodged along the edge of Bathford Hill and would need to be reset.

**Action: Cllr Shirley Beazer**

- 6.4.4. Road sign – Cllr Wendy Chambers reported that the text on the Pump Lane street sign at the junction with the A363 was almost worn away and the sign should be replaced.

**Action: Cllr Shirley Beazer**

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

- 6.5.1. Members noted the minutes of the Planning Committee meeting held since the last council meeting, with an amendment to the list of attendees.

- 6.5.2. Cllr Hugh Baker reported that 2 applications had been received recently relating to tree works in the churchyard and a resubmission of plans for holiday accommodation at Manor Farm Cottage. These would be considered and comments return to B&NES.

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

#### **7. The Royal British Legion Bathford Branch**

- 7.1. Members noted that the Royal British Legion Bathford Branch had invited local groups to a meeting to consider ways of increasing the use of the premises. Cllr Peter Martin said he was available to attend the first meeting in the absence of Cllr Shirley Beazer.

**Action: Cllr Peter Martin**

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

- 8.1. A suggested agenda for the Annual Parish Meeting was tabled. Members discussed the proposed running order and made some changes. The Clerk was asked to publish the

amended agenda in the Bulletin together with a full page notice inviting residents to the meeting. The banner advertising the date of the meeting to be hung on the wall by the shop.

**Action: Clerk**

- 8.2. Cllr Wendy Chambers confirmed that members of the church had kindly agreed to serve refreshments.
- 8.3. Setting up of room to begin at 6pm prior to the parish council meeting at 6.30pm. Parishioners to be invited to attend from 7pm to read reports prior to opening of meeting at 7.30pm.

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

- 9.1. There were no matters for discussion.

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

- 10.1. Cllr Susan Barclay reported that candidates for the post of Headteacher were being shortlisted and interviews would take place soon to enable a new Headteacher to be in post by September.
- 10.2. Tae Kwon Do classes were being held in the school hall each Monday and Friday, but the hall was only being opened to outside users in term time. Members felt that the facilities should be available for use in the school holidays and asked the Clerk to write to the Chair of Governors asking for the hall to be available for hire all year.

**Action: Clerk**

## **11. Correspondence**

- 11.1. Cllr Shirley Beazer reported the following correspondence issued on behalf of the council or received by the council:-
- 11.2. Defibrillators– members noted the information circulated by St John Ambulance about the availability and cost of portable defibrillators for workplace and community use.
- 11.3. Climate Change Advice from the Cotswolds AONB – members noted advice and support was available to farmers and rural business within the AONB to help make efficiency savings and reduce the impact of harmful emissions. The Clerk was asked to put a note in the Bulletin.

**Action: Clerk**

## **12. Items to report**

- 12.1. Unkempt land in Dovers Park – members noted the response from B&NES in which they stated they would contact the owner of the land. The Clerk as asked to write to B&NES asking them to keep the council informed of the outcome of discussions.

**Action: Clerk**

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

- 13.1. The council RESOLVED to publish the following notes in the Bulletin:-
  - 13.1.1. Notice of Annual Parish Meeting
  - 13.1.2. Minutes of Annual Parish Meeting 2011 available online
  - 13.1.3. Request that dog walkers stop hanging bags of dog mess on the school fence
  - 13.1.4. Changes to opening hours at Recycling Centres
  - 13.1.5. Dates of Mobile Library
  - 13.1.6. Climate Change Advice from the Cotswolds AONB
  - 13.1.7. Olympic Torch Relay
  - 13.1.8. Jubilee Events - Beacon Building Days

**Action: Clerk**

**14. Items for the next meeting**

14.1. Urgent matters only.

**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 Mar 2012 - paid by standing order	£110.00
ALCA	Annual Subscription	£348.98
Southern Electric	Repair of street light	£59.20
BWBSL (Wessex Water)	Allotment water	£10.21
Corsham Print	Printing March edition of the Bulletin	£133.00
The Phone Co-op	Phone and internet charges	£30.68
Mr R Millbank	Grasscutting around village	£85.00
Mr R Millbank	Grasscutting around playing field	£85.00
Mr S Cherry	Cost of Hi-viz jackets for litter picking team	£56.69
Mr H Baker	Councillor's Expenses	£43.49
Mrs R C Holding	Office electricity and petty cash	£60.00
Mrs R C Holding	Clerk's salary February 2012	£548.07

**16. Date of next meeting**

16.1. The next meeting will be held on Monday 16 April 2012 at 6.30pm in the Parish Hall, Church Street, Bathford to be followed at 7.30pm by the Annual Parish Meeting. Change of time and venue to be noted.

The meeting closed at 9.30pm

Signed..... (Chair)

Date.....