

Minutes of Bathford Parish Council Meeting
held on Monday 16 July 2012 at 7.30pm in the Parish Office, Bathford Hill, Bathford

Present: Councillor Shirley Beazer (Chair)
Councillor Stan Cherry
Councillor Hugh Baker
Councillor Wendy Chambers
Councillor John Lloyd
Councillor Maureen Millbank
Councillor Richard Wickham

Also Present: Ruth Holding (Clerk)
1 member of the public (for item 1)

1. Public Five Minutes

- 1.1. Ian Plain, one of editors of The Bathford Bulletin, expressed concern that the Communications Committee had discussed changes to the Bulletin, such as the rates of advertising and obtaining quotes from other printers without consultation with the Bulletin's editorial team. He wanted to make the council aware that the content of the Bulletin was compiled only from the articles submitted by residents; the current rates of advertising were high compared to the drop rates of publications that had a larger circulation; the editors had an excellent relationship with the current printers who could accommodate a print run with a short lead in time and were located conveniently for the editors and others to collect the printed Bulletins for distribution, all of which was done on a voluntary basis; increasing the number of adverts per month would increase the number of pages to be filled and the cost.
- 1.2. Cllr Stan Cherry said that the parish council very much appreciated the work done by volunteers to get the Bulletin published each month and it was right that the council should support the Bulletin financially as it provided a valuable service to the residents. Cllr Richard Wickham said that the council's focus should be trying to get more people involved in the editing and production of the Bulletin so that the burden didn't always fall on two or three individuals.
- 1.3. Cllr Wendy Chambers said that the discussion at the Communications Committee had been to explore various options and no final decisions would be reached without discussion with all interested parties.

2. Apologies

- 2.1. Apologies for absence were received from Cllr Susan Barclay, Cllr David Le Lohé, Cllr Peter Martin 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. Approval of the minutes of the Annual Parish Council Meeting (18 June 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. The following matters arising were discussed:-

5.1.1. Review of Village Design Statement – Cllr Stan Cherry said that he had contacted the architect who had said that they were very busy at the moment but would be in touch with Cllr Peter Martin as soon possible.

5.1.2. Proposed development in Claverton – Cllr Hugh Baker reported that the Planning Committee had objected to the proposed storage barn and concerns had been raised at the VPA meeting about comments being submitted by a parish council on developments within other parishes. It had been proposed that if parish councils had objections to schemes outside their parish boundary, a draft of their objections should be send to the parish where the development was sited for approval Cllr John Lloyd said that this system should not be used to prevent parishes from responding in a way which it considered was in the best interests of its own parishioners. The proposal was to be considered further by the Planning Committee.

Action: Planning Committee

6. Committee Reports

6.1. Amenities Committee

6.1.1. Cllr Stan Cherry presented the Amenities Committee monthly report for July 2012. The following items were discussed:-

6.1.2. Cricket Pavilion – Cllr Stan Cherry reported that the grant application for the pavilion had been submitted to the Garfield Weston Foundation and he had received a letter confirming that it had been accepted for consideration. The decision could take up to 12 weeks.

6.1.3. Playing Field Fence – Cllr Stan Cherry reported that Ward Councillor Gabriel Batt and indicated that it might be possible to meet the cost of the additional fencing on the playing field from the funding available to councillors for projects in their Ward.

6.1.4. Tree survey – members noted that the felling of the trees would be postponed until the winter.

6.1.5. Building work in Ashley Road – Cllr Stan Cherry reported that the building work had been completed but the skips remained on the playing field as it had been too wet to remove them. They would be taken away as soon as the ground had dried out sufficiently.

6.1.6. Cleansing – a resident had complained about refuse sacks being left in Mountain Wood the night before collection making them vulnerable to scavenging by birds and animals. The resident had suggested a communal bin in which sacks could be placed when awaiting collection. Cllr Stan Cherry said that he had passed the comments onto B&NES for consideration.

6.1.7. Fields in Trust - Cllr Stan Cherry informed the council that he had looked in more detail into the scheme to designate playing fields as Queen Elizabeth II (QEII) playing fields. He had concluded that by joining the scheme, the parish council would have improved access for funding outside bodies for projects to improve the

field, but it would not lose ownership of the field and the name would not need to be changed other than to add words such as "A QEII playing field". Under the QEII scheme, the parish council would receive an additional deed to confirm that it was a field in trust.

- 6.1.8. Cllr Stan Cherry explained that it was simple procedure to join the QEII scheme but the Recreation Ground did need to be registered with the Land Registry first and it appeared that this had never been done. The Land Registry had recommended that the parish council obtain legal help with the registration as the council's right of way over the bridleway could also be written into the registration. Cllr Stan Cherry said he had contacted a property lawyer in the village who had quoted a fee of £150.00 plus disbursements (the Land Registry fee). A second quote had been obtained which was in excess of £700.
- 6.1.9. Cllr Hugh Baker proposed that the council should proceed to register the recreation ground with the Land Registry, using the help of the property lawyer with the lower quote. This was seconded by Cllr Wendy Chambers. A vote was taken by a show of hands and council RESOLVED unanimously to register the land.
- 6.1.10. Members agreed that the council should also pursue the registration of the recreation ground as a QEII field, subject to further checks that the ownership of the field would not be transferred to another body.
Action: Cllr Stan Cherry
- 6.1.11. Rugbytots – members noted that Rugbytots had asked to extend their booking of the playing field from August through to December and Cllr Stan Cherry reminded members that it had been agreed that the rent would be reviewed at the end of the first block booking of sessions. The F&A Committee had recommended increasing the fee paid per session immediately and reviewing the rent level again in December 2012. Cllr Stan Cherry said that under the agreed formula used for calculating the annual rent rise, the price per session would increase from £10 to £11 per session. Members discussed whether the rise should be higher than this, but agreed that they did not want to discourage the group which was popular with local parents and provided an organised sports activity for pre-school children. Members also considered that Rugbytots should not be subject to two or more rent reviews per year but should be subject to an annual rise in September each year as applied to all other users of the field.
- 6.1.12. Cllr Stan Cherry proposed that Rugbytots should be charged £11 per session from August 2012 and the rate would be fixed to September 2013. This was seconded by Cllr John Lloyd. A vote was taken by a show of hands and the council RESOLVED unanimously to increase the rent charge to Rugbytots. The Clerk was asked to inform Rugbytots and issue an invoice.
Action: Clerk
- 6.1.13. After School Club – it had come to attention of the parish council that a Skool Kidz was setting up an after school club to run from September 2012 from 3.15pm to 6pm in Avonvale RFC clubhouse. The council had not been made aware of this proposal although the publicity issued by Skool Kidz stated that they would be making use of the play area and playing field. The Clerk was asked to write to the company advising them that permission would be required from the parish council to use the recreation ground for commercial purposes and that charges may apply.
Action: Clerk

- 6.1.14. Correspondence from resident – Cllr Stan Cherry referred to further correspondence from a resident raising issues relating to the management of the recreation ground. Members noted the draft reply and agreed that this should be sent.

Action: Clerk

6.2. **Communications Committee**

- 6.2.1. Cllr Maureen Millbank presented the Communications Committee monthly report for July 2012. The following items were discussed:-

- 6.2.2. Legacy Stone – Cllr Wendy Chambers tabled a drawing of the proposed stone that would be sited at the entrance to the village before the Brunel Bridge. The name Bathford would be carved into the stone and the reference to the Queen's Jubilee would be engraved on a stainless steel plaque. Cllr Hugh Baker recommended that the steel should be A4 stainless to ensure it remained rustproof. Final details about the transport and fixing of the stone were to be agreed.

Action: Cllr Wendy Chambers

- 6.2.3. Wildflower area – after discussion with the contractor for this project it had been agreed that lavender and roses would be purchased for the wildflower areas as the council had been advised that these were the only plants that would grow in the areas chosen and which would not require high levels of maintenance in the future. The plants were to be purchased from the local nursery and planted as soon as possible.

Action: Cllr Wendy Chambers and Cllr Maureen Millbank

- 6.2.4. Advertising in the Bulletin – following the discussion under item 1, Cllr Wendy Chambers confirmed that Cllr David Le Lohé had contacted local businesses via a general email to test whether there was any interest in advertising in the Bulletin at increased rates.

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

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

- 6.3.2. New telephone for parish office – the Clerk had reported a fault with the telephone and answer machine and recommended purchasing a new handset as the current equipment was several years old and had been second hand when given to the council. Telephones with integral answer machines could be purchased for around £30.00. Cllr Shirley Beazer proposed that the Clerk should purchase a new telephone with answer machine and reclaim the cost at a future meeting. This was seconded by Cllr Wendy Chambers. A vote was taken by a show of hands and council RESOLVED unanimously to purchase a new telephone for the office.

Action: Clerk

- 6.3.3. Retirement gift for Head Teacher of Bathford Primary School – Cllr Wendy Chambers proposed that it was not necessary to present a gift to mark the retirement of the Head Teacher, but a card on behalf of the parish council would be appropriate. This was seconded by Cllr Maureen Millbank. A vote was taken by a show of hands and the council agreed unanimously to send a card to the Head Teacher. The Clerk was asked to make the arrangements.

Action: Clerk

- 6.3.4. ALCA Training Courses – members noted the ALCA training programme for 2012/13.

- 6.3.5. Summary of income and expenditure – members noted the council's income and spend in the first quarter April to June 2012.

6.4. Highways, Footpaths and Lighting Committee

- 6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for July 2012. The following items were discussed:-
- 6.4.2. Resurfacing of A363 – members noted that the A363 would be closed for resurfacing from 30 July and motorists would be unable to access the village via the A363 and Bathford Hill while the work at the junction was carried out. A detour would be signposted via Box. Residents of Warleigh would have to exit the hamlet via Conkwell. There was concern that increased numbers of motorists would use Prospect Place and other narrow routes as alternatives to the official diversion.
- 6.4.3. Raised footpath – Cllr Shirley Beazer reported that she was meeting with officials from B&NES on site to discuss the suggestion of a raised footpath under the Brunel Bridge or other options to improve the safety of pedestrians in this area.
- 6.4.4. Verge cutting – members agreed that the reduced frequency of verge cutting was unacceptable. Cllr John Lloyd said that verges in Wiltshire had been cut for the second time recently, but roads in this parish in B&NES had not been cut at all. The matter would be raised at the next Cluster Meeting. Cllr John Lloyd suggested that if B&NES were not prepared to cut more frequently next year the parish council may have to consider hiring a contractor to cut the most safety critical areas such as Warleigh Lane and around the junctions with the A363.
- 6.4.5. Obstruction on bridleway – the Clerk was asked to write to the owner of a property near the bridleway asking them to remove the building material left on the bridleway.
Action: Clerk

6.5. Planning and Environment Committee

- 6.5.1. Cllr Hugh Baker tabled the minutes of the Planning Committee meeting held on 19 June 2012. The following items were discussed:-
- 6.5.2. Inappropriate development in the Green Belt – members noted the concerns raised by other parishes with regard to development in the Green Belt which might arise from the proposals in the Gypsies, Travellers and Travelling Show People Site Allocations Development Plan Document. Members considered that as none of the proposed sites were close to Bathford, it would not be appropriate for the council to comment on the proposals which did not affect this parish.
- 6.5.3. Valley Parishes Alliance (VPA) – members noted that the VPA was also submitting a joint response to B&NES proposals for the Community Infrastructure Levy. Cllr Hugh Baker reported that 2 parishes in the VPA area were preparing Neighbourhood Plans under the Localism Act and the VPA's recommendation to Bathford was to monitor their progress and the outcomes before deciding whether to prepare a plan for this parish.

7. Chairman of Bath and North East Somerset Council's Community and Business Awards 2012/13

- 7.1. Members noted that B&NES Chairman had introduced an award scheme to recognise the contribution that volunteers make to the local community. Members acknowledged that Bathford was fortunate to have a large number of volunteer groups active in the parish but considered Bathford Link and the Mountain Wood Resident's Association were particularly worthy of a nomination this year. The Clerk was asked to complete the nomination forms by the deadline of 12 October 2012.

Action: Clerk

8. Neighbourhood Watch

- 8.1. Cllr Maureen Millbank presented the Neighbourhood Watch monthly report for July 2012. Members noted that a PACT meeting would be arranged for the Autumn and technical problems had delayed the introduction of the police's new messaging system.

9. Liaison with School Governors

- 9.1. Members noted the written report from Cllr Susan Barclay including the proposal to install solar panels on the flat roof of the school and the plans for a breakfast club. The council also noted the reasons given by Governors as to why the school was only available for community use during term time.
- 9.2. The school grounds were now closed to the public outside school hours thereby preventing children from using the playground in the evenings and weekends as they had done previously. The Governors asked whether the parish council would consider providing a tarmaced area on the playing field as an alternative location for children to ride their bikes. Members rejected the suggestion on the grounds that the playing field was intended as a sports field; a tarmaced area would be inappropriate; it was unreasonable to expect the residents of Bathford to pay for such an area as part of the precept. The Clerk was asked to notify Cllr Susan Barclay of the councillors' decision and ask her to convey this information to Governors at their next meeting.

Action: Clerk

10. Correspondence

- 10.1. Jacob Rees-Mogg MP – members noted a letter sent by Jacob Rees-Mogg MP to the Chair thanking Bathford for the events organised to celebrate the Queen's Diamond Jubilee. It appeared from his letter that he had attended some of the events in the three parishes during the weekend.
- 10.2. Somer Housing change of name – members noted a letter from Somer informing the council that as from July 2012 Somer Housing Trust was merging with other companies providing social housing to form a new organisation to be called Curo. The letter also included a leaflet summarising the future plans of the new organisation.

11. Items to report

- 11.1. Flooding in Bathford in May 1959 – Cllr Shirley Beazer said that the unusually high levels of rainfall across the country in the last couple of months had reminded her of the serious flooding in Bathford in May 1959 and she tabled a copy of the newspaper report written at the time. Cllr Stan Cherry said that he would be happy to send an electronic copy of the report to councillors on request.
- 11.2. Parish Cluster Meeting 25 July 2012 – members noted the date of next Cluster Meeting. Cllrs Shirley Beazer, Wendy Chamber and Hugh Baker confirmed that they were available to attend.

12. Items for the Bulletin

- 12.1. The council RESOLVED to publish the following notes in the Bulletin:-
- 12.1.1. Republish notice calling for applications to fill Casual Vacancy on the parish council
 - 12.1.2. Police non-emergency number
 - 12.1.3. Recommend refuse sacks are not put out until day of collection to prevent litter being scattered by animals
 - 12.1.4. Reminder to residents to cut back any vegetation overhanging pavements etc
 - 12.1.5. Information about the Community and Business Awards 2012/13
 - 12.1.6. Date of next meeting

Action: Clerk

13. Items for the next meeting

13.1. Co-option of councillor to fill casual vacancy.

14. Payments for approval

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

I M Suleman	Office rent July 2012 - paid by standing order	£115.00
Corsham Print Ltd	Printing July edition of Bathford Bulletin	£133.00
EDF Energy	Electricity for Manor Basement	£24.72
The Phone Co-op	Phone and Internet charges	£30.45
R Millbank	Grasscutting in village	£170.00
R Millbank	Grasscutting on recreation ground	£170.00
June Evans	Internal Audit of parish council accounts	£130.00
Sign Post	Panel signs for play area	£142.80
Mr K Masdin	Flowers for planter on village green	£13.00
Bathford Nurseries	Plants and compost for wildflower area	£152.00
Mrs R C Holding	Office electricity and petty cash	£60.00
Mrs R C Holding	Clerk's salary June 2012	£531.29

15. Date of next meeting

15.1. The next meeting will be held on Monday 17 September 2012 at 7.30pm in the Parish Office, Bathford.

The meeting closed at 9.20pm

Signed..... (Chair)

Date.....