

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 15<sup>th</sup> October 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 Peter Boyce  
Councillor Wendy Chambers (Acting Clerk)  
Councillor David Le Lohé  
Councillor John Lloyd  
Councillor Peter Martin  
Councillor Maureen Millbank

Also in attendance

Mr. S. Mackerness – Co-opted to Planning Committee/rep. on P and R

**1. Public Five Minutes**

Steve Mackerness, Co-opted Member of the Planning Committee and for many years Bathford Parish Council's representative on P and R meetings, gave the following background to P&R matters in order to inform Parish Councillors prior to their later discussion on P&R (under Planning – see below).

The Liberal Democrats won control of B&NES in May 2011, and as promised, deleted the P&R east of Bath (on Bathampton Meadows) from the Bath Transportation Package (which subsequently received government funding). But they pledged to make future efforts in reviewing potential sites. This initiative was begun recently with the engagement of Halcrow consulting, and an invitation to a meeting with local PCs and stakeholders which took place on 8<sup>th</sup> October (and attended by Cllrs Peter Martin and David LeLohe).

The minutes of this meeting were yet to be published, but the list of sites unveiled at the meeting gives cause for great concern to Bathford (e.g. the Crown field was included as a potential site, as was the scheme for a train and ride facility in the 'V' between the railway lines just to the west of the village). In discussions with Vito Peccia of Batheaston (having their next PC meeting on 16<sup>th</sup> October) and with Tony McCann of Bathampton (having their next PC meeting on 18<sup>th</sup> October), it was agreed that Mr. Mackerness would request an urgent meeting of Veracity Bath (VCB, a not-for-profit company incorporated in order to counter damaging proposals in Bathampton Meadows). This company has Directors from our four nearest neighbouring parishes, the London Road Residents Association and others. SM promised to include David LeLohe and Peter Martin in the list of invitees.

As a result of the above, Mr. Mackerness suggested, that action by Bathford PC regarding the B&NES meeting on the 8<sup>th</sup> October should be taken after joint discussions of VCB, and after the official minutes were published

## 2. Apologies

Apologies for absence were received from Ward Cllr Gabriel Batt and Cllr. Richard Wickham.

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

The Chair called for any declarations of interest. There were no declarations reported.

## 4. Approval of the minutes of the last Parish Council Meeting (1<sup>7th</sup> September 2012)

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. The following matters arising were discussed:-

5.1.1 Committee Chairs were asked to ensure their draft budgets were with the Finance Committee before November. Cllr. Shirley Beazer submitted the Highways budget to the Committee and Cllr. Stan Cherry, Chair of the Amenities Committee, undertook to forward his budget at his earliest opportunity. **ACTION: Committee Chairs**

5.1.2 The PCSO and BANES had been contacted re the scaffolding in Dovers Lane. A further licence had been issued and the Highways Inspector had confirmed that whilst the owners of the property and the contractors had been informed that the height was just within the guidelines, contact should again be made if it became a Health and Safety issue. Cllr. John Lloyd felt that whilst it was presenting him with a problem accessing Dovers Lane, to pursue the issue further would be fruitless.

5.1.3 The Chair had organised Denise Hart to undertake a survey of trees on Council land in Sally-in-the-Woods, meeting at the Crown on the 23<sup>rd</sup> October at 9 am. Cllr. Hugh Baker volunteered to accompany Ms. Hart and it was suggested that she might use a BANES van with flashing lights in view of the dangerous location of parking near the site. **ACTION: Cllr. Hugh Baker**

## 6. Committee Reports

### 6.1. Amenities Committee

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

6.1.2. Allotments – Cllr Stan Cherry reported that he had prepared a new finance spreadsheet and invoices had been posted to all those confirmed as plot holders for next year. There were currently 14 vacant half plots and Mike Smith, one of the Allotment Wardens, had confirmed that of those on the waiting list Bathford residents would have priority.

6.1.3. Fencing – Cllr. Stan Cherry had spoken with the Chairman of the Rugby Club with regard to proposed fencing to eliminate dogs from the field.

Unfortunately Ward Councillor Batt was not present but he had promised to bring the necessary paperwork for completion to enable him to fund the fencing from his Councillor's Community Allocation Budget. Cllr. Batt had advised Cllr. Cherry that he would bring the necessary documentation next week. **ACTION: Ward Cllr. Batt and Amenities Committee**

- 6.1.4 Studded boots not permitted in play area – an e mail had been sent to all Rugby coaches from the Rugby Club. Signs had been erected.
- 6.1.5 Damaged carpet – First quotation had been £2,568. Further quotations awaited. **ACTION: Cllr. S. Cherry**
- 6.1.6 Queen Elizabeth II Fields in Trust – Cllr Stan Cherry reported that having circulated all Councillors, a change of wording had been suggested by Cllr. Peter Boyce which had been supported by FIT. Avondale RFC also have to sign as long term leaseholders on part of the field. They were currently considering their copy but when they responded the document would be sent to FIT for comment prior to completion. Cllr. David LeLohe asked if the Council were diluting their powers on the playing fields. Cllr. Stan Cherry felt, that on the contrary, the Council were reinforcing protection. **ACTION: Amenities Committee**
- 6.1.7. Litter Bins – on occasions one bin on the playing field was emptied and the other not. On contacting BANES the situation was quickly remedied.
- 6.1.8 Fae Hall of Ashley Road, had e mailed the Clerk requesting to raise the issue of residents parking in front of the post box making it difficult for elderly residents to access the box. She asked for 'no smoking' signs in the bus shelter – three had been erected and taken down by persons unknown, and suggested the need for an internal bin in the shelter. This was unnecessary as there was already a large bin just outside the shelter. **ACTION: Cllr. Stan Cherry and the Amenities Committee**

## **6.2. Communications Committee**

- 6.2.1 Cllr Maureen Millbank presented the Communications Committee monthly report for October 2012. The following items were discussed:-
- 6.2.2 Legacy Stone – Cllr Wendy Chambers reported that whilst the planning application for the installation of the legacy stone had been submitted, she had been advised by B&NES that the land was in the ownership of the Highways Agency (HA) and was having difficulty in serving notice on the HA. She was awaiting further recommendations from BANES Planning Department on the way forward. Cllr. David LeLohe and Mr. Mackerness would endeavour to find a suitable contact in the HA. **ACTION: Cllr. Wendy Chambers**
- 6.2.3 Editors of the Bulletin - Cllr. Hugh Baker reported that at the end of December the two current Editors would be leaving and replacements were urgently being sought. It was agreed that the Communications Committee should discuss the way forward at their next meeting and an item should be included in the Bulletin requesting volunteers. Cllrs. Martin and LeLohe volunteered to help in whatever way they could to ensure the continued production of the Bulletin. **ACTION: Communications Committee**

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

- 6.3.1. There was no written report. The following items were discussed:-
- 6.3.2. Recruitment for new parish clerk – Cllr. Susan Barclay reported that to date 5 residents had asked for details of the post and two had returned their application form. The closing date for applications was 19<sup>th</sup> October and the interview date Wednesday 24<sup>th</sup> October. It was hoped a new Clerk would be in post by early November. **ACTION: Finance Committee**
- 6.3.3. Budget for 2013/14 – Cllr Susan Barclay reminded members that the budgets for next year should be submitted to the F&A Committee before November. **ACTION: All Committees**
- 6.3.4. Adoption of revised Code of Conduct – reminder to Councillors to complete forms to enable Clerk to collate the Register in electronic form and submit to the Monitoring Officer and Divisional Director (Legal and Democratic Services). It was proposed by Cllr. Hugh Baker, seconded by Cllr. David LeLohe and unanimously agreed that the Code of Conduct be accepted. **ACTION: All Councillors**
- 6.3.5. Christmas Tree – Cllr. Maureen Millbank reported she was currently negotiating with Bathford Nurseries for a free Christmas Tree. If this donation was not forthcoming it was proposed by Cllr. Susan Barclay and seconded by Cllr. Wendy Chambers and agreed that the Parish Council should pay up to £50 for a community tree under Section 137. In the event of Cllr. Millbank being unsuccessful with her negotiations, Cllr. Wendy Chambers to contact Maureen Breeze of the Shop Committee to enquire if a member of the Committee who works at Westonbirt could obtain a tree at a reduced rate. Tree to be positioned outside the shop. **ACTION: Cllrs. Wendy Chambers and Maureen Millbank**
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- 6.3.6. Summary of Income and Expenditure April – September 2012 - Cllr. Susan Barclay, Chair of the Finance Committee reported that with an Income of £10,147 and expenditure of £10,484 the Council were on target for the first half of the year. It did however have to be recognised that the bill for the BANES grass cutting had still to be received. No reserves had been used at this point in time.
- 6.3.7. Wynne Wilson War Memorial Recreation ground – annual return as submitted to the Charity Commission was noted.

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

- 6.4.1. Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for October 2012. The following items were discussed:-
- 6.4.2. Footbridge – Cllr. Shirley Beazer reported that the overgrown vegetation had been cut back very tightly. The area would need to be sprayed in the Spring to ensure the growth remained under control. BANES had also agreed to repair the broken handrails on the footbridge.
- 6.4.3. Verge cutting – Whilst the verges had now been cut, Councillors wished to continue their pressure on BANES to reinstate the two cut system. A letter had been sent to B&NES Chief Executive, copied to the three Ward

Councillors, setting out the council's complaint. Cllr. Batt was to have given an update on the current situation. **ACTION: Ward Cllr. Gabriel Batt**

6.4.4 Dovers Park/Mountain Wood Junction – White Keep Clear markings to be placed around the south eastern corner of junction of Dovers Park and Mountain Wood in an effort to discourage dangerous parking on the junction when the children were going to school.

6.4.5 Snow Wardens – Cllr. Peter Martin and Cllr. David LeLohe volunteered to continue as the two major players in the scheme but asked that an item be added to the Bulletin requesting that other volunteers – particularly those who helped last year - get in touch as soon as possible. **ACTION: Clerk**

## **6.5 Planning and Environment Committee**

6.5.1 Members noted that there had been no applications since the last Parish Council meeting and therefore no Planning Meeting had been necessary. There had however been two notifications:

Clematis Cottage, High Street – installation of 2 dormer windows – permitted

Smallridge, New Road – Erection of single storey rear extension and provision of loft conversion – permitted.

6.5.2 Park & Ride on the East of Bath – Cllrs Peter Martin and David LeLohe had represented Bathford Parish Council at a meeting held by BANES at Lewis House, Bath on Monday 8<sup>th</sup> October to look again at possible sites for a Park and Ride on the east side of Bath. The objective of the meeting was to open a frank discussion on possible sites. The official minutes of the meeting had not yet been published but in their absence Cllr. Martin and LeLohe gave a comprehensive summary of the pros and cons of each of the suggested sites. Whilst it was suggested that there may be a series of smaller sites this was not actively pursued as an option. Mr. Steve Mackerness reminded Councillors that one of the criteria was the need for room for expansion and as such this would, in itself render some suggestions impractical.

Cllr. Peter Boyce asked if the terms of reference of the consultants, Halcrow, were readily available to view. It was felt they were in the public domain.

Mr. Steve Mackerness invited Cllrs. Martin and LeLohe to accompany him to the next meeting.

**ACTION: Cllr. Peter Martin/Cllr David LeLohe and Mr. S. Mackerness**

6.5.3 Valley Parishes Alliance (VPA) – hadn't met since the last meeting but would naturally be very protective of any impact potential suggestions for a park and ride might have on the local area. .

## **7. Neighbourhood Watch**

Cllr Maureen Millbank presented the Neighbourhood Watch monthly report for October 2012.

7.1 A Neighbourhood Watch Meeting had been arranged for Tuesday 6<sup>th</sup> November at 7.30 pm in the Community Rooms, Mountain Wood. This meeting was originally scheduled to be a PACT and Neighbourhood Meeting but following the Council meeting the Police advised Cllr. Millbank that due to shortage of resources a Police Officer could not be in attendance. All Neighbourhood Watch Co-ordinators had been informed but more people were needed to join the scheme. It was agreed an item should be added to the Bulletin to encourage increased participation particularly in areas where there was no cover. Cllr. Peter Martin asked for details of an interesting crime statistics website to be added to the item in the Bulletin to encourage residents to access details of crime statistics in specific areas. **ACTION: Clerk and Cllr. Maureen Millbank**

## **8. Liaison with School Governors**

8.1 Cllr Susan Barclay reported there had been no meeting since the last Parish Council Meeting.

## **9. Correspondence**

9.1 Thank You Letter from Ruth Holding – Cllr. Shirley Beazer read a letter of thanks from Ruth for her presents and farewell social event. She was most appreciation of Councillors kind wishes and wished the Council success in all its future endeavours.

9.2 Western Power Distribution – Invitation to attend a Stakeholders Workshop and lunch in Bristol on 15<sup>th</sup> November 2012.

9.3 Flyer advising residents of the temporary closure of the Recycling Centre from the 8<sup>th</sup> October – 2<sup>nd</sup> December incl.

9.4 Letter from two residents living in Meadow Park– requesting Parish Council support in a neighbourhood dispute over a Silver Birch tree and vegetation overhanging a private footpath. It was agreed that this issue did not fall within the Parish Council remit and should be dealt with at a local level. **ACTION: Clerk**

## **10. Items for Report**

There were no items for report.

## **11. Items for the Bulletin**

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

11.1.1 Warning about scams, nuisance calls and burglaries

11.1.2 Position with regard to verge cutting

11.1.3 Editorial volunteers required from December for the Bulletin

11.1.4 More snow wardens required

11.1.5 Neighbourhood Watch Meeting

11.1.6 Allotment plots – priority to Bathford residents

11.1.7 Date of next meeting

**Action: Clerk**

## **12. Items for the next meeting**

12.1 Budgets

12.2 Recruitment of new Clerk

12.3 Provision of village Christmas Tree

12.4 Review of the position relating to the proposed Park and Ride

## **13. Payments for approval**

13.1 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:-

<b>Payee</b>	<b>Description</b>	<b>Amount Due</b>
I.M. Suleman	Office rent Oct - paid by SO	£115.00
Mazars	External audit for yr. end 2012	£342.00
R.B. Builders	Clear rubbish,point wall, damaged stone	£90.00
Corsham Print	October Parish Magazine	£133.00
Mrs. R. Holding	Clerk's Salary September 2012	£576.03
Tanik	Ink Cartridges	£47.52
Mr. K. Masdin	Planting material for Dovers Pk. Planter	£10.98
The Phone Co-op Ltd.	Phone and internet charges	£31.06
Mr. S. Cherry	Postage stamps	£50.00
Mrs. R. Holding	Clerk's Salary to 15th October 2012	£212.52
Mrs. S. Beazer	Torch and key fobs	£6.59
Royal British Legion	Purchase of wreath for Remembrance Sunday	£75.00
Mr. R. Millbank	Grass cutting around playing field	£170.00
Mr. R. Millbank	Grass cutting around village	£170.00
Mr. S. Cherry	3 office keys cuts, fobs and 20 polypockets	£18.19
	<b>TOTAL</b>	<b>£2,047.89</b>

## 15. Date of next meeting

15.1. The next meeting will be held on Monday 19<sup>th</sup> November 2012 at 7.30pm in the Parish Office, Bathford.

The meeting closed at 9.30 pm

Signed..... (Chair)

Date.....