

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 28<sup>th</sup> January 2013 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  
Councillor David Le Lohé  
Councillor John Lloyd  
Councillor Peter Martin  
Councillor Maureen Millbank  
Councillor Richard Wickham  
Mrs Judith Abbott - Clerk

Also in attendance  
Ward Councillor Gabriel Batt  
Tracey Pike Youth Service Funding

**1. Public Five Minutes**

The Chair welcomed Tracey Pike from Youth Service funding who had come to speak to Councillors about money available for Youth Services in Bathford. The sum of £1200 is available now and a further £600 has to be applied for by 9 November 2014, to be used for Youth Funding. A request list from Bathford Parish Council needs to be approved before obtaining the funds. Tracey will send the Clerk the clause detailing allowable possible uses of the funding. Approval needs to be given by the Chair.

ACTION: Cllr Shirley Beazer to contact guides/brownies and Cllr Susan Barclay/ Cllr Wendy Chambers to contact Michelle Williams (Church).

The Chair welcomed Cllr Gabriel Batt who reported that a complaint had been received regarding the emphasis given to Bathford Church in the Bulletin. Members confirmed that, whilst a number of parishioners were under the misapprehension that the Bulletin was a Church funded newsletter, it was in fact a village Bulletin which welcomed contributions from all organisations within the Parish. If the complainant was aware of any organisation wishing to contribute they should be directed to the Editor for subsequent inclusion.

Cllr Batt also reported that, at the next Cluster meeting, he will again raise the subject of reviewing bus lane usage on the London Road from 10 a.m. and improved access for traffic coming from Batheaston and turning right for the A46 leading to the motorway.

No update on progress on the Park and Ride had been given but Cllr Batt will raise it at the next Cabinet meeting.

**2. Apologies**

There were no apologies for absence.

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

The Chair called for any declarations of interest. None were made.

**4. Approval of the minutes of the last Council Meeting (19<sup>th</sup> November 2012)**

Acceptance of the minutes of the last meeting was proposed by Cllr Hugh Baker and seconded by Cllr Wendy Chambers. The Council RESOLVED to accept the minutes which were signed by the Chair as a true record of proceedings.

**5. Matters Arising**

Councillors reviewed the list of actions arising from the last meeting. The following matters arising were discussed:-

- 6.1 Concerns re timings of verge cuts to be included on Cluster Meeting List.
- 6.5.5 Dangerous amount of water on A363 reported again 28 January 2012 by Cllr Shirley Beazer.
- 6.5.9 Three new snow wardens recruited and two extra pallets of salt delivered.
- 7.2 Still awaiting Neighbourhood Watch flyers - no funds available to produce more at the moment.
- 11.1 Offer of extra help with Bulletin not yet taken up.
- 6.2.2 Erection of legacy stone: approved by Highways Authority but Planning now require a photograph of the stone.

**6. Committee Reports**

**6.1 Amenities Committee**

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

6.1.2 Allotment Files – Files to be passed to Clerk as soon as possible.

6.1.3 Plot Lettings – A total of 8 plots remain vacant. As at the 28 January a total of £1134 had been invoiced and £989 received.

6.1.4 Allotment Tree Work – Removal of Sumac trees from the hedge on High Street is complete.

6.1.5 Tree Survey – The diseased tree on the playing field has been removed.

6.1.6 Playing Field – GB Sports and Leisure have replaced the tarmac on the play area.

6.1.7 QE2 Fields in Trust – Signed deed confirming QE2 Fields in Trust status and plaque received. Oak sapling to plant on the field is still to arrive. Members suggested item in Bath Chronicle when plaque in situ.

- 6.1.8 Land Registration of Field – Cheque to be raised in order to register field with Land Registry.
- 6.1.9 Play Area – The carpet under the swings has been replaced. One swing is still to be refitted.
- 6.1.10 Grass Cutting – Length of grass cut and method of cutting will be reviewed this year – it has been highlighted that it needs to be shorter for cricket.
- 6.1.11 Cleansing – inspections have been carried out by Dog Wardens after complaint received re amount of dog faeces being left on footpaths in plastic bags. The Wardens are actively looking for offenders and will be giving out fines. It was suggested that this should be an item for the next Bulletin. Also, the cost of a bin for this purpose was found to be over £600 which covers the bin, the installation and the first year's emptying. CURO will be approached re the possibility of emptying a bin on Birdcage Walk.  
ACTION - CLERK

## **6.2 Communications Committee**

- 6.2.1 There was no written report, the following items were discussed:
- 6.2.2 Village Christmas tree was provided, paid for by the Parish Council and erected outside the Community Shop.
- 6.2.3 New Clerk, Judith Abbott, was recruited in November 2012, and is being given monthly reviews.

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

- 6.3.1 There was no written report , the following items were discussed:
- 6.3.2 Localisation of Council Tax Support - Cllr Susan Barclay reported that a new method of calculating the tax base is in effect from this year – the Local Council Tax Support Scheme. Although the money allotted has been reduced, a grant will now be added so the amount requested in the Precept remains the same.
- 6.3.3 Budget for 2013/2014 - Cllr David LeLohe proposed acceptance of the budget for 2013/2014 after amending 'Cricket Pavilion Bank Account' to 'Wynne Wilson Playing Field Bank Account'. This was seconded by Cllr Susan Barclay. The council RESOLVED unanimously to accept the budget.
- 6.3.4 Approval of additional signatories - Cllr Susan Barclay reported that she had obtained the relevant forms from National Westminster Bank in order to add Cllr David LeLohe, Cllr Peter Boyce, Cllr Peter Martin and Judith Abbott to the panel of signatories. Cllr Susan Barclay also reported she had a form to take off signatories which were no longer required. Cllr

Shirley Beazer signed to give authority. Formal approval for additions proposed by Cllr Wendy Chambers and seconded by Cllr Susan Barclay. The council RESOLVED unanimously to add the named members to the panel of signatories. Cllr Stan Cherry raised the question of whether the last clerk, Ruth Holding, was a signatory on the Wynne Wilson and Parish Plan accounts and if so should the new clerk replace her as signatory. ACTION: Cllr David LeLohe, Cllr Peter Boyce and Cllr Peter Martin to take completed forms to Nat West with ID if necessary. Clerk to deliver remaining forms to Nat West and check the signatories for the Wynne Wilson and Parish Bank Accounts.

- 6.3.5 Summary of Income and Expenditure - The summary of income and expenditure for April-December 2012 was noted by all members.

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

- 6.4.1 Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for January 2013. The following items were discussed:-
- 6.4.2 Speed Watch - Cllr Shirley Beazer reported that they now have a total of 14 volunteers for the Community Speed Watch and that an update had been requested on 28<sup>th</sup> January from Michael Rich, Police Volunteer CSW Administrator, B&NES.
- 6.4.3 Box Road bus stop – Cllr Peter Martin reported that the bus stop on the way into Bath is now in place but the one for the opposite side of the road is still to arrive. Approval for a bus shelter is being requested.
- 6.4.4 Flooding – Surface water seepage from the tarmac at the Crown has been rectified.
- 6.4.5 Mountain Wood footpath – Cllr Shirley Beazer reported on a complaint received re unacceptable condition of the footpath adjacent to the lower section of Mountain Wood and also the position of a fence which was deemed to have encroached on the footpath. Public Rights of Way have the opinion that the fence is not encroaching on the footpath. Cllr Shirley Beazer reported that stone will be put down to alleviate the problem of mud.
- 6.4.6 Snow Wardens – Cllr David LeLohe reported that the Snow Wardens were able to go out on several occasions during the recent snowy weather. They work on a self-help basis and can only cover a specific route depending on where the volunteers are based. Cllr Stan Cherry raised the question of priority – was it given to roads or pavements? Priority is given to roads for access. The spreader is too wide to go down footpaths. The Snow Wardens have been successful but community spirit is still needed to clear paths. Cllr Shirley Beazer reported it had been highlighted that nothing had been done to clear the CURO sheltered housing area. It is not the responsibility of the Parish Council to clear this area but Cllr Beazer will contact CURO to find out more.

## **6.5 Planning and Environment Committee**

- 6.5.1 Cllr Hugh Baker presented the Planning and Environment Committee monthly report for January 2013. The following items were discussed:-
- 6.5.2 Cllr Hugh Baker reported that there was one additional planning application from Dunsfords Landrovers for a continuation of existing use to which there was no objection.
- 6.5.3 Nothing new on Park and Ride.
- 6.5.4 Cllr Hugh Baker reported that an email had been received from the Chairman of Batheaston Parish Council who was concerned that the go ahead for planning permission in respect of Batheaston Village Hall had been given 10 days prior to the date on which it should have officially been determined. Batheaston Parish Council were extremely unhappy with the situation and the Chairman had written to the Planning Department seeking an explanation of the situation
- 6.5.5 Cllr David LeLohe reported he had attended two meetings on behalf of the Council. The first, the Campaign for Protection of Rural England Avon Branch hosting of Andrew Motion's views on the Government's latest Planning Reforms; and best kept village award presentation of plaques – Bathampton being one of the winners - and suggested that in future Bathford should become involved.

The second, being the Cotswold AONB Management Plan 2013/18 Consultative Meeting.

The Cotswolds Conservation Board were currently preparing the AONB Management Plan for 2013-18. The Plan would not only guide the activity of the Board, but also the work of all public bodies and organisations working in the Cotswolds AONB. Many representatives of these organisations contributed to the first draft of the Plan.

A number of meetings had been held during the plan preparation period in the hope of collating as many peoples' views on the revised Plan as possible. Two immediate minor items of interest to Bathford Parish Council were a desire not to cut verges against our road safety needs and a request to include wording that Bathford was "in the Cotswold AONB" on any village name signs eg the proposed Jubilee stone.

A presentation of the draft Plan, its statutory purpose, relevance, contents, and delivery would be held in due course.

## **7. Neighbourhood Watch**

- 7.1 Cllr Maureen Millbank is to stand down as Neighbourhood Watch representative. Samuel Pearce-Kearney has volunteered to replace Cllr Maureen Millbank.
- 7.2 Cllr Maureen Millbank reported no Neighbourhood Watch stickers are available due to lack of funds.

- 7.3 Cllr Stan Cherry reported speed readings had been taken at the bottom of the hill but no action had been taken.

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

- 8.1 Cllr Susan Barclay reported that at that evening's School Governors' Meeting it was stated that there were a total of 186 pupils in 7 classes at the moment with the school having a capacity of 210.
- 8.2 A liaison meeting with the Head Teacher, Matt Stone, will be held on 21st February 2013. This meeting to be attended by Cllrs. Barclay, Chambers and Cherry.

## **9. Correspondence**

- 9.1 The next Cluster Meeting will be held on 27<sup>th</sup> February. Questions from Bathford Parish Council to be: 1.Current position with regard to Park and Ride options. 2.Verge Cutting - Assurance of twice yearly cut at recommended dates.
- 9.2 The next Liaison Meeting will be held on 20<sup>th</sup> February at the Guildhall.
- 9.3 James Reid from CURO will be at February's meeting to talk about Rural Exception (affordable housing).
- 9.4 Cllr Shirley Beazer asked if any members would like to visit the Public Sector Show in London which is free. No members were available to attend on Tues 30 April.
- 9.5 Cllr David LeLohe reported he had received an offer from Senior Ecologist, Mary Wood on behalf of the Avon Wildlife Trust, offering their consultancy services with any surveys which may be required.

## **10. Items for Report**

- 10.1 Cllr David LeLohe asked if outsiders could have a Bathford allotment. Cllr Stan Cherry advised that the order is 1. Bathford resident 2. Kingsdown and Batheaston 3. Outside. Queries regarding availability should be directed towards Martin Wright or Mike Smith.
- 10.2 Cllr Susan Barclay reported that a complaint had been received regarding an empty grit bin in Meadow Park. Cllr Shirley Beazer to contact B&NES Council Connect.
- 10.3 Cllr David Le Lohé reported that he had been contacted by e-mail by a Cotswold Voluntary Warden, John Walker, with a proposal originally submitted to B&NES enquiring into the possibility of erecting a bridge linking Claverton with Bathford Parish. This was an unofficial request for support from BPC. It was felt that more information was urgently needed prior to the Council's official response but unofficially Cllr David Le Lohé

elected to respond that it was unlikely to gain support either from the community in Warleigh or on the basis of greater (transport) needs at the Warleigh Lane junction.

## 11. Items for the Bulletin

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

11.1.1 Free warmer home check-ups

## 12. Items for the next meeting

12.1 Organisation of AGM.

12.2 Youth funding.

## 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:-

	Description	Amount Due
Mr I Suleman	Office rent December 2012 - paid by s/o	£115.00
Mr I Suleman	Office rent January 2013 - paid by s/o	£115.00
Corsham Print	December Parish Magazine	£133.00
Corsham Print	January Parish Magazine	£133.00
The Phone Co-op Ltd	Phone and internet to 7.12.12	£30.36
The Phone Co-op Ltd	phone and internet to 7.1.13	£30.68
EDF Energy	Electricity for Bathford Manor 21/6/12 to 6/12/12	£42.50
SPFA	Somerset Playing Fields Assoc subs 2012/2013	£10.00
Nash Palmer	Plants for Dovers Park green planter	£12.99
Gillian Bebbber	Xmas tree for the village shop	£50.00
Mrs J Abbott	Office electricity and petty cash	£42.38
Mrs J Abbott	Clerk's salary November 2012	£430.26
Mrs J Abbott	Clerk's salary December 2012	£316.92
Cllr S Beazer	Flowers for container at the Crown	£12.00
Land Registry	Register ownership of playing field (item 6i)	£50.00
Dr F Gillison	Repayment of allotment deposit	£25.00
BANES Council	Grounds maintenance Bathford Rec Ground	£1,992.07
Mrs J Abbott	Office electricity 22 Jan 2013	£30.00
		£3,571.16

**14. Date of next meeting**

14.1 The next meeting will be held on Monday 18th February 2013 at 7.30pm in the Parish Office, Bathford.

The meeting closed at 9.30 pm

Signed..... (Chair)

Date.....