

**Minutes of Bathford Parish Council Meeting**  
**held on Monday 18<sup>th</sup> February 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 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  
James Read Development Manager for CURO  
Samuel Pearce-Kearney

**1. Public Five Minutes**

The Chair welcomed James Read, Development Manager for CURO (formerly Somer Housing Group) who came to speak to Councillors about providing more affordable housing in the area and to explore the possibility of a 'rural exception' site in the village. Members were all in favour of an independent body proceeding with a Housing Needs Survey, at no cost to Bathford Parish Council, in order to identify whether there is a need for affordable housing.

**2. Apologies**

Apologies for absence were received from Ward Cllr Gabriel Batt and Cllr Peter Boyce

**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 (28<sup>th</sup> January 2013)**

Due to a late amendment, the minutes of the last meeting will be put forward for approval at the meeting on Monday 18<sup>th</sup> March 2013.

**5. Matters Arising**

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

- 6.3.4 Clerk unable to check signatories for Parish accounts, Cllr Susan Barclay to confirm signatories held with National Westminster Bank.
- 6.2.2 Cllr Wendy Chambers to provide architects drawings of the legacy stone for Planning Dept.

## 6. Committee Reports

### 6.1 Amenities Committee

- 6.1.1 Cllr Stan Cherry presented the Amenities Committee monthly report for February 2012. The following items were discussed:-
- 6.1.2 Playing field – new fence – Cllr Stan Cherry reported that suitable gates are to be sourced and the area outside fence/ in front of hut to be discussed again with rugby club once gate options are agreed.
- 6.1.3 Bouncy Castle – Cllr Stan Cherry reported that a letter has been sent in response to a request for a 'bouncy castle' on the field. Approval given, but copy of operators PLI certificate requested.
- 6.1.4 Land Registration of field – Members were notified that a further statutory declaration is required from Cllr Stan Cherry regarding the right of way to access the field from Bathford Hill. Discussed and clarified by the members.
- 6.1.5 Anticipated surplus funds – Cllr Susan Barclay reported that she had contacted ALCA regarding the use of surplus funds. Their advice was that the Council should pass a resolution saying that all money in this year's budget has not been spent. The funds can then be moved to the Business Reserve account and earmarked for future use.
- 6.1.6 QE2 plaque – Cllr Stan Cherry reported that, as soon as the plaque was in situ, a photograph would be taken for the Bulletin.

### 6.2 Communications Committee

- 6.2.1 There was no written report, the following items were discussed:
- 6.2.2 Youth Funding –
- Members noted that the sum of £1200 has been transferred in the Parish Account – the final sum of £600 has still to be applied for.
- Clerk to contact the youth section of the cricket and rugby clubs, youth club, brownies and guides to tell them there is up to £350 available for each of them to use; to go ahead with purchases and provide receipts.

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

- 6.3.1 Cllr Susan Barclay presented the F&A Committee monthly report for February 2013. The following items were discussed:-
- 6.3.2 APM - Cllr Susan Barclay confirmed that arrangements re speakers, teas and displays from village organisations, in preparation for the APM on 15<sup>th</sup> April, are in place. Clerk to make the APM minutes from April 2012 available on Bathford Parish Council's website and on the parish notice boards.

- 6.3.3 Job vacancy, parish clerk - – members noted that notice of the job vacancy would be published in the Bulletin for March. The applications are to be made to [clerk@bathford.net](mailto:clerk@bathford.net) and clerk to ensure that 'salary – depending on experience' is to be added to the job vacancy notice.

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

- 6.4.1 Cllr Shirley Beazer presented the Highways, Footpaths and Lighting Committee monthly report for February 2013. The following items were discussed:-
- 6.4.2 Community Speedwatch – Cllr Maureen Millbank will contact PCSO Zoe Knowles regarding data required in order to proceed with CSW.
- 6.4.3 Potholes – Cllr Shirley Beazer reported that immediate repair of numerous potholes in Bathford Hill and the High Street had been requested.
- 6.4.4 Highways Structural Maintenance Capital Programme for 2013/2014 – Cllr Shirley Beazer reported that, as part of Highways Structural Programme Dry Arch – Sally-in-the-Woods (phase 1), plates to reinforce the steel rods in the arch would be put in place and stones missing in the arch would be replaced. Resurfacing of A4 Box Road (phase 1) is also scheduled for completion as part of the 2013/2014 programme.
- 6.4.5 Road markings – Members were informed that Cllr Shirley Beazer will be writing to ask TRO for junction markings to replace the single white line which is at the junction of Dovers Park/Mountain Wood/back entrance of Bathford Primary School.
- 6.4.6 Traffic incidents - Cllr Shirley Beazer reported that she has been notified of 2 recent incidents of cars veering across the road, mounting the pavement and going into the hedge on the bend. The cars were travelling from Kingsdown towards Upper High Street. As this is a continuing occurrence, Cllr Shirley Beazer will contact BANES to highlight the problem.
- 6.4.7 Resurfacing – Cllr Shirley Beazer reported that she has been notified that the resurfacing of the bridleway leading from Bathford Hill towards Titan Cottage is due to commence in 5-6 weeks time. Cllr Stan Cherry to inform the Rugby Club as a matter of courtesy.

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

- 6.5.1 Cllr Hugh Baker presented the Planning and Environment Committee monthly report for February 2013. The following items were discussed:-
- 6.5.2 Warleigh Bridge – The possibility of a bridge at Warleigh had been considered at two Bathford Parish Council meetings. Cllr David LeLohe proposed to forward Cllr Peter Boyce's Local Sustainable Transport Fund

– Proposed Warleigh Bridge report to John Walker, Cotswold Voluntary Warden, as Bathford Parish Council's proper response to the suggestion that a bridge should be built at Warleigh. This was seconded by Cllr Maureen Millbank. A vote was taken by a show of hands and the council RESOLVED to forward the report as their proper response.

- 6.5.3 Placemaker Plan – Cllr Peter Martin reported that he had attended B&NES Council's Placemaking Plan: Parish and Town Council Training Workshop on Saturday 2<sup>nd</sup> February, in order to find out more about the Plan. The Placemaker Plan will run side by side with the existing Neighbourhood Plan and the Council can adopt either Plan. Grants are available for the Neighbourhood Plan and it is more comprehensive but the Placemaker Plan can have additions made to make it comparable. An advantage of the Placemaker Plan is that in order to be implemented it doesn't need a referendum. Although the Placemaker Plan cannot be implemented until the Core Strategy is in place, it seems to be the way forward; a one page statement will be required but, also, previous work carried out towards a Neighbourhood Plan can be used as evidence. It is important that, if Bathford Parish Council decides to adopt the Placemaker Plan, it is implemented as soon as possible after the core strategy has been agreed as it will give greater control of how the Parish is developed.
- 6.5.4 Cllr David LeLohe asked how many of the courses addressing the Localism Act should be attended. Cllr Shirley Beazer replied that, due to the high cost of the majority of the courses available, Bathford Parish Council would have to make sure it was really necessary/appropriate to attend. Cllr Peter Martin reported that he was impressed by the high standard of the B&NES workshop.
- 6.5.5 Cllr Hugh Baker confirmed that he would be attending the next VPA meeting.

## **7. Neighbourhood Watch**

- 7.1 Cllr Maureen Millbank informed members that she would be handing over the role of Neighbourhood Watch Co-ordinator to Sam Pearce-Kearney.

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

- 8.1 There were no matters for discussion under this item. There had been no School Governors' meeting since the last Bathford Parish Council meeting. Cllr Susan Barclay reported that herself, Cllr Stan Cherry and Cllr Wendy Chambers would be meeting with the Head teacher for their routine termly liaison meeting on Thursday 21<sup>st</sup> February 2013.

## **9. Correspondence**

- 9.1 APM – Cllr Shirley Beazer reminded the five Committee Chairs that reports will be needed from them for the APM.

## **10. Items for Report**

- 10.1 Cllr David LeLohe reported that Garstons in Bathford had been targeted by a group of skateboarders from Bristol. The skateboarders 'Google' the area looking for the best places in which to skateboard.

## 11. Items for the Bulletin

- 11.1 The council RESOLVED to publish the following notes in the Bulletin:-
- 11.1.1 Annual Parish Meeting 15<sup>th</sup> April 2013.
  - 11.1.2 Warm Streets Project.
  - 11.1.3 Morrisons Junction Disruption.
  - 11.1.4 Dog Fouling Problem.
  - 11.1.5 Recycling of Small Electrical Items.
  - 11.1.6 Job Vacancy - Clerk

## 12. Items for the next meeting

- 12.1 APM final arrangements.

## 13. Payments for approval

- 13.1 Payment of the invoices presented to the council at this meeting was proposed by Cllr Stan Cherry and seconded by Cllr Wendy Chambers. The council RESOLVED to make the following payments:-

Office rent February 2013 - paid by s/o	Mr I Suleman	£115.00
February Parish Magazine	Corsham Print	£133.00
Phone and internet to 7 February 2013	The Phone Co-op Ltd	£31.19
Marshall Tree Services work on Parish land	Paul Marshall	£440.00
Replace surface on play area	GB Sports & Leisure UK Ltd	£2568.00
Annual Subscription of NALC and ALCA 13/14	Avon Local Council's Assoc.	£305.56
Office petty cash	Mrs J Abbott	£13.95
Clerk's salary January 2013	Mrs J Abbott	£476.53
Ink cartridges for office printer	Tonik	£47.52
		£4130.75

## 14. Date of next meeting

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

The meeting closed at 9.30 pm

Signed..... (Chair)

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