

**Minutes of Bathford Parish Council Meeting held in The Parish Office, Bathford Hill,
Bathford on 16th February 2015 at 7.30pm**

Present:

Councillor Stan Cherry (Chair)
Councillor Hugh Baker
Councillor Susan Barclay
Councillor John Budd
Councillor Wendy Chambers
Councillor Andy Ginn
Councillor John Lloyd
Councillor Peter Martin
Councillor Maureen Millbank
Councillor Richard Wickham

Clerk: Jon Cooper

1. Public Five Minutes

No members of the public attended the meeting.

2. Apologies for absence

Councillor David Le Lohé

3. Declarations of interest in any item on the agenda

No declarations of interest were stated.

4. Approval of the minutes of the last meeting (19th January 2015)

A minor correction to the draft minutes was made to item 6.3.3 and then acceptance of the minutes from the last meeting was proposed by Cllr Hugh Baker and seconded by Cllr Wendy Chambers. The Council resolved to accept the minutes.

5. Matters Arising

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

6.4.11) Investigate water on road near Sally in the Woods – a continuing problem was noted by a number of councillors with ongoing concerns over the water freezing and causing an accident. Cllr Wendy Chambers to raise the issue with Peter Clark from BANES Highways.

Action: Cllr Wendy Chambers

6.1.4 [November 2014]) Raise lateness of bus route 13 with Bus Services Panel – Cllr Peter Martin had requested full records of the recorded bus arrival and departure data from First Bus.

6.1.4 [September 2014]) Check Play Area gate – Cllr John Lloyd stated it was preferable for the gate to partially close rather than close with force and risk injury to young children's fingers.

6. Committee Reports

6.1. Amenities

6.1.1. Bathford Cricket Club required a letter in support of their Sport England grant application confirming the Parish Council's support of the project and the amounts donated to the pavilion project. Cllr Stan Cherry to confirm the exact details with the recipient of the letter and inform The Clerk.

Action: Cllr Stan Cherry & The Clerk

6.1.2. A number of complaints had been received regarding a large structure on the allotments. A letter requesting that it be taken down and removed within 28 days was sent to the plot holder. The plot holder has made individual contact with several members of the Amenities Committee but the committee will continue to pursue for the removal of the structure.

6.1.3. Paul Marshall Tree services had provided a quote for £180 to prune and remove the branches of a cherry tree at the top of the allotments near New Road. This was to be completed in the summer months, after flowering.

6.1.4. A request had been received for a wedding reception to be held in August 2016 at Avonvale Rugby Club including use of the playing field. No objections were raised although final details would need to be confirmed regarding the minimising of disruption to local residents.

6.2. Communications

6.2.1. The second engraved diamond for the Jubilee Stone is scheduled to be fitted in the next two weeks.

6.3. Finance and Administration

6.3.1. Bank reconciliation was circulated to provide councillors with a current position for each of the accounts. There was ongoing work to find the best way to present the monthly financial information.

6.3.2. A risk assessment document had been circulated prior to the meeting, committee chairman were requested to check this before a final draft was presented at the next full Council Meeting.

Action: Committee Chairmen

6.3.3. The Clerk was requested to contact local organisations about displaying information at the 2015 APM. In addition, Biggs Construction would be asked for information on the Tyndale development. Rev'd Jane Burgess and a representative of Bathford Cricket Club to be invited as speakers on the Youth Club and Pavilion Project respectively. Cllr John Budd offered to ask for a representative from the Cricket Club.

Action: The Clerk & Cllr John Budd

6.3.4. The Clerk had attended the first of four 'CiLCA' training sessions in Taunton. One outcome of this was that Parish Council Committee meetings should also be advertised along with an available agenda. A number of councillors questioned if this was the case and the Clerk was requested to confirm with SLCC and ALCA.

Action: The Clerk

6.4. Highways

6.4.1. The bus information display at Dovers Park was now operational. A contractor was scheduled to start work on the bus stop near The Crown following foundation problems. There was also a concern that the culvert could have been blocked following the initial attempt at replacing the bus stop but reassurance has been given in writing that it has been cleared and repaired.

6.4.2. The metal fencing near the pound wall was awaiting inspection from a BANES Planning Inspector.

6.4.3. Potholes on Bathford Hill had been reported to BANES and some filled under emergency measures whilst others had been painted white by BANES, hopefully as a precursor to having them filled.

6.4.4. A request had been made to BANES by a parishioner for more lighting on the Box Road. It was felt that more details including exact location would be required before this could be considered.

6.4.5. Following a request for naming suggestions for the path from Box Road to Meadow Park a number of recommendations were received. The Twinning Committee had suggested Artannes Way, or similar, but overall it was felt this path was too small to be a suitable commemoration of the twinning arrangement. Any future projects requiring a road name or similar would consider this again. Cllr Andy Ginn proposed and Cllr Peter Martin seconded that the path be named 'Meadow Walk'. The Council unanimously resolved to implement the suggested name. Cllr Peter Martin would draft a reply to be sent to all those who suggested names and The Clerk to contact Lyn Parfitt, BANES Street Naming Officer confirming the decision.

ACTION: The Clerk

6.4.6. An issue had been raised regarding a possible footpath running from Bathford Manor through to Tyndale site. Following consultation with long term

residents of the village and research of maps, it was understood that this path had been rerouted along Birdcage Walk prior to the building of the previous Tyndale building and no further action was required at this stage.

6.4.7. A complaint had been received regarding a step in front of the Old Dairy protruding onto the footpath. Cllr David Le Lohé to investigate.

ACTION: Cllr David Le Lohé

6.4.8. Fencing had been erected blocking a lay-by towards Warleigh; this should be removed.

6.4.9. A question had been raised as to who was responsible for cleaning street signs, Cllr Maureen Millbank to contact BANES for confirmation.

ACTION: Cllr Maureen Millbank

6.4.10. A warning of an apparently unattended baby car seats at the side of the road being used as a lure to attack women was raised. There was concern this could be a hoax or not relevant to the local area. Cllr Wendy Chambers to investigate.

ACTION: Cllr Wendy Chambers

6.5. Planning

6.5.1. The refusal of planning permission for the timber fence at 6 Ashley Road had been appealed against.

6.5.2. De La Rue confirmed that they did not want Crown Field to be designated a Green Space. The village green and allotments were being considered for this designation along with the land in front of Bathford Manor.

7. School Governors representative report

7.1. Cllrs Baker, Barclay and Chambers met with Mr Stone, the Headteacher of Bathford Primary School. They were impressed with the surroundings and suggested the school could be opened to locals on occasions so they could experience this too.

7.2. It was confirmed that School Governors meetings would not be scheduled for the same night as Parish Council Meetings to ensure either could be represented at the other's meetings.

7.3. The hall was currently being used until 6pm for school activities, however, they were investigating practicalities of its use in the evenings as an income stream.

7.4. The school wanted to erect a gate into the lower field.

7.5. The after school club was reported as having between 2 and 12 pupils attending.

7.6. The school was reported as having 170 pupils enrolled with 30 vacancies.

7.7. Further meetings between school representatives and Parish Councillors would be arranged.

8. Correspondence

- 8.1. A letter of thanks was received from St Swithun's Church for the donation towards the running of the Youth Club.
- 8.2. Avon Fire and Rescue Service sent a letter requesting the Parish Council support in discouraging sky lanterns due to the damage they can do when they land by either starting fires or being ingested by animals. The Parish Council supported their view and the letter would be forwarded to local organisations.

Action: The Clerk

9. Items to report

- 9.1. Cllr Maureen Millbank reported that BANES had agreed to clear the land behind the Dovers Park bus stop, the case number for reference was 77118.

10. Items for the 'Bathford Bulletin'

- 10.1. Checking of smoke alarms
- 10.2. Walkers are welcome
- 10.3. Election details

11. Items for the next meeting

- 11.1. Agenda for 2015 Annual Parish Meeting. The Clerk was requested to send last year's agenda to the Finance and Administration Committee.

Action: The Clerk

12. Payments for approval

- 12.1. 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.

Current Account

Description	Amount Due
Mr I Suleman - Office rent (paid by s/o)	£125.00
J Cooper - Clerk's Salary (Overpayment by bank in December's salary)	£8.67
J Cooper - Clerk's Salary (January)	£442.00
Corsham Print - Bulletin Printing	£133.00
The Phone Co-op	£29.44
J Cooper - expenses train ticket and taxi for training course	£36.90

Office Depot - stamps	£99.50
ALCA - Planning event for Cllr Peter Martin (only charged on non-attendance)	£20.00
CiLCA Training Course	£250.00
Total	£1,144.51

Allotment Account

Description	Amount Due
Mr D Sweett (52B) - deposit return	£25.00
Total	£25.00

13. Date of the next meeting

The next meeting will be held on Monday 16th March 2015 at 7.30pm in the Parish Office, Bathford Hill, Bathford.

The meeting closed at 9.02pm

Signed..... (Chair)

Date.....