

**Minutes of Bathford Parish Council Meeting held in The Parish Office, Bathford Hill,  
Bathford on 16<sup>th</sup> March 2015 at 7.30pm**

**Present:**

Councillor Stan Cherry (Chair)  
Councillor Hugh Baker  
Councillor John Lloyd  
Councillor David Le Lohé  
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 were accepted from:**

Councillor Susan Barclay  
Councillor John Budd  
Councillor Wendy Chambers  
Councillor Andy Ginn

**3. Declarations of interest in any item on the agenda**

Whilst not on the agenda; Cllr Maureen Millbank declared an interest in discussion concerning parking on Mountain Wood following a residents complaint.

**4. Approval of the minutes of the last meeting (16<sup>th</sup> February 2015)**

**RESOLVED:** Acceptance of the minutes from the last meeting was proposed by Cllr Hugh Baker and seconded by Cllr Richard Wickham. The Council resolved to accept the minutes.

**5. Matters Arising**

Councillors reviewed the list of actions from the last meeting (*appendix 1*). The following matters arising were discussed:

6.3.2) Check relevant section of circulated risk assessment – it was agreed to accept the draft as a working document to be formally ratified after the formation of the Council following the election.

6.4.10) Confirm responsibility for cleaning street signs - Cllr Maureen Millbank stated she had case numbers for BANES to undertake this.

## 6. Committee Reports

Committee reports were discussed and it was agreed that written reports will be attached in the appendices and referenced to their relevant committee. Further discussions and any resolutions are shown below:

### 6.1. Amenities

**(appendix 2, minutes from 9<sup>th</sup> March 2015 meeting)**

- 6.1.1. It had been agreed that the tree in the allotments should be chopped down and removed. Other options would cause the tree to grow back and become a problem again in the future. It was suggested that two overgrown bushes could be removed at the same time.
- 6.1.2. The committee were still awaiting advice from Paul Daniels as to the simplicity of the registration of the playing field lease with the Land Registry.
- 6.1.3. The installation of the gate had been delayed until the services had been installed at the cricket pavilion and it was hoped this would be completed within three weeks.

### 6.2. Communications

**(appendix 3, Parish Liaison summary & appendix 4, Communication report )**

- 6.2.1. Parishioners interested in a tennis court in the village had received quotes upwards of £82,000 for a hard standing option. Their plans were viewed and some concerns about the intended location raised. There would be ongoing communication with the working group as the project developed.
- 6.2.2. Cllr Maureen Millbank and Cllr Hugh Baker attended the parish Liaison meeting. Fast broadband for the village was expected by the end of the year, although it appeared some areas may already have access to fibre optic options.

### 6.3. Finance and Administration

- 6.3.1. It had been suggested that The Parish Council should purchase dedicated accounting software. Following research and confirmation from the internal auditor, Sage was felt to be the best option.

**RESOLVED:** Purchase of Sage software on a trial basis with a view to continued use if appropriate was proposed by Cllr Maureen Millbank and seconded by Cllr Hugh Baker. The Council resolved to make the purchase.

**Action: The Clerk**

- 6.3.2. Nomination papers for the upcoming election had been circulated by The Clerk confirmed the papers needed to be returned by hand to the Guildhall by 9<sup>th</sup> April 2015. The Clerk offered to deliver any returned to the Parish Office by 1<sup>st</sup> April and following that the nominee would be responsible for delivery.

6.3.3. It was confirmed the APM agenda would include speakers Rev'd Jane Burgess, Mr Jackson from Bathford Cricket Club along with a Chairman's and a Finance report.

#### **6.4. Highways**

**(appendix 5, minutes from 2<sup>nd</sup> March 2015 meeting)**

6.4.1. A handrail across a fast flowing stream was reported as being missing, Cllr David Le Lohé was investigating options for repair including quotes from local companies or using the Cotswold Voluntary Wardens.

**Action: Cllr David Le Lohé**

6.4.2. A risk assessment was required for the volunteer litter pickers to avoid them doing so in dangerous locations. Cllr David Le Lohé to confirm in writing areas that should not be litter picked.

**Action: Cllr David Le Lohé**

6.4.3. A suggestion for a litter picking day had been received and it was thought that BANES would provide equipment for this.

6.4.4. Cllr Peter Martin had been in contact with BANES regarding the second location for the VAS on Box Road and BANES had stated that there was no money in the budget until April. There was also an issue regarding planning that needed to be resolved by BANES.

6.4.5. Potholes on Bathford Hill were still an issue, it had been requested that BANES resurfaced the road rather than just patching repairs.

6.4.6. A site meeting was to be arranged with BANES regarding the issue of more lighting on the Box Road.

6.4.7. The protruding step at the Old Dairy was deemed to be hazardous; Cllr David Le Lohé to provide a letter for The Clerk to send to household.

**Action: Cllr David Le Lohé**

6.4.8. Cllr Peter Martin was scheduled to attend the Bus Services Panel, the problems with Bus Route 13 would be raised.

#### **6.5. Planning**

**(appendix 6, minutes from 24<sup>th</sup> February meeting)**

6.5.1. The application for Magnolia Cottage had been permitted.

6.5.2. Cllr Peter Martin attended an event on Placemaker Neighbourhood Plans. While these had a statutory right to be included in the Core Strategy it was reported other parishes had been unsuccessful in protecting the areas they wanted to.

### **7. School Governors representative report**

7.1. No items were discussed.

## 8. Correspondence

- 8.1. A letter of thanks was received from Bathford Players for the donation received.
- 8.2. A letter of thanks was received from a parishioner regarding parking their touring caravan on their drive. As this is not a Parish Council matter a reply stating such would be sent.

### Action: The Clerk

- 8.3. An email had been received regarding a Section 31 notice on Dovers Lane however, it was not believed that this was a precursor to a planning application but rather was to confirm rights of way.

## 9. Items to report

- 9.1. The Clerk raised the issue of committee reports not currently being included in the minutes. It was agreed these would be added as appendices and referenced in the minutes. This single document would then be made available on the website.

## 10. Items for the 'Bathford Bulletin'

- 10.1. Network Rail's notice of line disruption.
- 10.2. APM agenda.
- 10.3. Election details

## 11. Items for the next meeting

- 11.1. Councillors were asked to arrive at the Parish Hall at 6pm to help set up the room prior to the meeting at 6.30pm on Monday 20<sup>th</sup> April 2015. Written reports would be preferable to save time. The Clerk was requested to invite the Ward Councillors.

### Action: The Clerk

## 12. Payments for approval

- 12.1. **RESOLVED:** Payment of the invoices presented to the Council at this meeting was proposed by Cllr Stan Cherry and seconded by Cllr Hugh Baker. 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	£442.00

Corsham Print - Bulletin Printing	£133.00
EDF Energy - Parish Office	£58.20
The Phone Co-op	£24.86
J Cooper - expenses - printer ink	£28.00
Office Depot - folders & shredder	£68.32
Valley Parishes Alliance subscription	£150.00
ALCA- External Audit training course fee	£15.00
NALC & ALCA subscription	£308.25
Cllr Richard Wickham - domain renewal of www.bathford.net	£28.78
John Lloyd Contractors - Jubilee Stone installation	£1,540.80
<b>Total</b>	<b>£2,922.21</b>

### Allotment Account

Description	Amount Due
Wessex Water	£15.65
Martin Wright - Spray	£36.00
Return of allotment rent to C Bonicolini	£11.00
<b>Total</b>	<b>£ £62.65</b>

### 13. Date of the next meeting

The next meeting will be held on Monday 20<sup>th</sup> April 2015 at 6.30pm in the Parish Hall, Church Street, Bathford.

**The meeting closed at 9.25pm**

Signed..... (Chair)

Date.....

## Appendices

### *Appendix 1*

#### **BATHFORD PARISH COUNCIL ACTION ARISING FROM MEETINGS**

<b>Date of meeting</b>	<b>Ref no.</b>	<b>Action</b>	<b>Action by</b>	<b>Action taken</b>
16 <sup>th</sup> February 2015	5 (6.4.11)	Raise the issue of water running across the road at Sally in the Woods with Peter Clark from BANES Highways.	Cllr Wendy Chambers	
16 <sup>th</sup> February 2015	6.1.1	Confirm details required and write a letter confirmed donation to Bathford Cricket Club in support of their Sport England Grant	Cllr Stan Cherry The Clerk	Completed
16 <sup>th</sup> February 2015	6.3.2	Check relevant section of circulated risk assessment	Committee Chairmen	
16 <sup>th</sup> February 2015	6.3.3	Invite speakers and groups to display at 2015 APM	The Clerk Cllr John Budd	Completed
16 <sup>th</sup> February 2015	6.3.4	Confirm whether committee meetings need to be advertised to the public	The Clerk	Completed
16 <sup>th</sup> February 2015	6.4.6	Contact those who suggested names and BANES confirming the naming of Meadow Walk	Cllr Peter Martin The Clerk	Completed
16 <sup>th</sup> February 2015	6.4.8	Investigate possible dangerous step outside the old dairy	Cllr David Le Lohé	
16 <sup>th</sup> February 2015	6.4.10	Confirm responsibility for cleaning street signs	Cllr Maureen Millbank	
16 <sup>th</sup> February 2015	6.4.11	Investigate further issue of baby car seats being left at the side of the road as a lure to attack women	Cllr Wendy Chambers	
16 <sup>th</sup> February 2015	8.2	Circulate letter from Fire Service regarding sky lanterns	The Clerk	

## Appendix 2

### MINUTES OF AMENITIES COMMITTEE MEETING HELD March 9th 2015

**Present:** Cllrs. S. Cherry, R. Wickham, J. Budd, H. Baker. Mr M. Wright (Allotment Warden)

**1 Apologies:** Cllrs. W. Chambers, J. Lloyd, Mr M. Smith (Allotment Warden).

**2 Allotments.**

#### **2.1 Complaints re. shelter construction.**

A letter had been sent to the plot tenant with a term of 28 days specified for its removal. No formal reply had been received from the tenant and no action had been taken to remove the structure.

Following discussion, it was agreed that a final letter should be sent to the tenant requesting removal of the structure within fourteen days of receipt of the letter otherwise the tenancy would be withdrawn. Copies to be sent to the Wardens.

#### **Action Clerk**

#### **2.2 Plot holders meeting**

The date for the meeting is to be Sat April 25<sup>th</sup> at 10-00 a.m. Following item 2.1 above it was agreed that the subject of structures should be added to the agenda for the meeting.

It was also agreed that the PC should conduct a survey of the allotments (in conjunction with the wardens) with regard to structures soon after the plotters meeting.

#### **2.3 Tree Pruning**

Discussion took place on the best way forward on this issue. During the discussion MW suggested that the tree should be removed completely since the wardens operate a rule of 'no trees' on allotments and the roots of the tree concerned was affecting several plots. The largest branch was protruding over the wall on the High St. as far as the roadway.

The committee agreed to removal of the tree.

#### **2.4 Allotment wall**

Cllr. Wickham commented on the condition of the New Road wall and the need for repairs. It was felt that this should be investigated by the new council following the election with a view to a rolling program of work to spread the cost over a number of years.

### **3 Playing Field**

#### **3.1 Cricket Pavilion**

##### **3.1.1 Project Update**

Work is due to start on internal plastering of pavilion this week. It is planned to install electric and water services within the next two or three weeks. Much of the work is dependant on weather conditions with regard to vehicular access on to the field but ways around this are planned.

##### **3.1.2 Tenancy Lease Registration**

SC has contacted Land Registry on this issue. The process seems relatively simple but the committee agreed to try once more to contact Paul Daniels for further advice.

**Action SC**

#### **3.2 Playing Field**

##### **3.2.1 Field Condition**

The field condition is relatively good and beginning to dry out. The surface will need rolling in due course and SC will contact Mark Sully to request this at the appropriate time.

**Action SC**

Some reseeding will be required, particularly on the rugby training area. We have a supply of seed in the cricket store but more may be required.

Tom Ledbury has been in contact with regard to grass cutting and is all set for the season.

#### **3.3 Fencing of Field Area**

It was agreed that this work should be held until further work on the sports pavilion is completed. In particular, the installation of electric and water services which involves a cable being laid from the rugby club, around the pitch and all the way to the pavilion.

When this is completed the gate installation can commence.

#### **3.4 Paving of Area by Rugby Club**

Meeting to be arranged with rugby club – probably early April in the evening.

**Action SC**

#### **3.5 Play Area**

Play area generally OK but an area of soft surface may need repair when weather conditions are suitable. (Non urgent).

### **3.6 Requests for Field Use**

#### **3.6.1 Wedding Reception – August 2016**

A letter has been received from Dean Hulin and Lynn Capewell concerning their wedding reception to be held in Avonvale Rugby Club in an evening in August 2016. Date of event confirmed. Letter to be sent to applicant approving use with conditions re. no use of fireworks and the finish time of music, etc. needs to be specified.

**Action Clerk**

#### **3.6.2 Dog Show during 2016**

A request has been received to use the field for an organized dog show during the summer. It was felt that in view of the PC's efforts to exclude dogs from the field it would look hypocritical to allow a dog show to take place. Letter to applicant to indicate refusal.

**Action Clerk**

### **4. Finance**

#### **4.1 Amenities Budgets 2014-2015**

All three accounts, Allotments, Village and Wynne Wilson are all operating within budget.

The allotment budget is running such that no changes are required for rents or water charges.

The village and Wynne Willson budgets should finish the year in surplus of approx £800 each.

### **5. Village Green**

#### **5.1 Emptying of compost area. JL not present so no conclusion. Ongoing**

**6. Cleansing** No issues raised.

**7. Bus Services** No issues raised.

**8. Any Other Business** No issues raised.

**9. Date of Next Meeting** - To be arranged as needed.

The meeting concluded at 8.55.

### *Appendix 3*

The Parish Liaison meeting

This was held at Keynsham community space on Wednesday 25<sup>th</sup> February 2015

1-The implication of the care Act

Changes to the new care act from April 2015, the movement plans to limit the total amount that people are expected to contribute to their care set at £72,000

The emphasis was on direct payments which vary according to the individual

The Act is to prevent any delays and reduce need

Promote integration needs and caring, promote of the national minimum threshold

Protect the person's home (differed payment scheme

Adult safeguarding if people die from abuse etc.

Implementing the mental capacity Act fully by 2007

Information for H/S care concerns over someone deprived of their liberty in a hospital (DOLS

Safeguarding mental capacity act coordinator is Dennis Little 01225/396187

Email for the DOLS team is [dols@bathnes.gov.uk](mailto:dols@bathnes.gov.uk)

Partnership with other councils give rise to Foster care improvements

2-The budget 2015/16 will see the completion of a three year budget plan, council has frozen the for the 5<sup>th</sup> year

Budget bath- £119,843,000

Capital spending 84.6m which includes highways maintenance and improvements, £1.9m transport

All council plans on target, help for small businesses, support for vulnerable persons

Cllr Paul Crossley said technical improvements are always at a cost

Core funding is down by 14% from central government

B/NES , North Somerset, and Gloucester working together for small businesses is a bonus for B/NES

3- Placemaking plan continue with parish councils and town councils, the recommended sites for allocation in the draft plan will be discussed with town and parish councils

4-broadbanda map is available to download which shows areas

As far as I can see Bathford will not have super broadband, Batheaston will

There is to be a half a day seminar in the summer

Maureen Millbank

DRAFT

#### *Appendix 4*

Communication report we do not meet to regularly but remain in contact via emails

Paperwork such as planning docs etc B/NES has suggested Parish councillors all have lap tops, suggest this for future report to finance committee

Question of a possible Tennis club: -thejacksonfamily@orangehome.co.uk

Report from them from their meeting this evening

I suggested to them in an email they ring the council 01225477000 for the Active leisure team at bath council, switchboard then transfers them to the Sport and activity team

Local risk assessment-i.e. flooding I am happy to sign up for this information reference Jim Collins flood authority Manger 01225/5394366

A quick reference reminder of Information on rail track alterations programme suggest another quick reference for bulletin next month with regard to planning summer holidays

Reference to the liaison meeting enclosed in the parish papers.

The care act 2015 those covered in this act have concerns over the revised code of practice of the Mental Health issues reviews are taking place with Norman Lamb the care minister who has stated himself the service for young people in England is not fit for purpose and has launched a task force to look into improvements, phone numbers and contacts numbers for vulnerable adults and children on B/NES web site plus in the Liaison meeting report

B/NES working with Gloucester council on these subjects

Ladies friendship group Mary Cowood 859470

N/Watch reports to go to Myself, I will distribute to those on the register of the Watch team

Corsham are running walks for anyone interested web site [www.corshamforwalking.org.uk](http://www.corshamforwalking.org.uk)

June walking festival have among many others Walk number 1203 Sing for your supper A 2hour walk accompanied by a singer and guitar minstrel and Particular to dog walkers there is one on Saturday the 13th 2 half hour walk for well-behaved dogs on a lead

Any verbal updates from Wendy and peter with regard to the Stone and the bulletin

I will be abroad from the 14--19<sup>th</sup> April 2015

Maureen

## *Appendix 5*

### MINUTES of HIGHWAYS, FOOTPATHS & LIGHTING COMMITTEE, 2 March 2015

**Present:** David Le Lohé, Peter Martin, Richard Wickham

**Apologies:** Hugh Baker, (John Budd\*), (Andrew Ginn\*), Maureen Millbank

\* invited but not yet joined the committee.

#### **A. Previous Issues**

##### **Matters arising from last report, 9 February 2015, issues:**

*Footpath Condition Survey* – 1) Footpath over By-Brook (BA 3, 4 & 5) requires permanent repair to culvert handrail and sizes in metal given to CVW and B&NES for consideration. 2) Kissing gate in boggy area in Ashley Lane horse field (BA3/4) to be improved by landowner, Sully. 3) Fingerpost on Brunel bridge footpath (BA1/32) now replaced. 5) Landowner, Ross Keevil, has not yet agreed to new kissing gate to replace stile at bottom of 'sheep field' (BA3/10) and B&NES continue to persuade. Ongoing.

**Action: David Le Lohé**

*Weed spraying* – Awaiting action in Spring from B&NES but £250 allowed in Budget. Ongoing.

**Action: David Le Lohé**

*Litter Picking* – 1) New Volunteer, Sue Lovelock, has done a great clean up from Morris Lane to the Shed along A4. 2) Last months request to B&NES Waste Supervisor, Steve Fulford, for litter collection from A363 verges and Sally-in-Woods layby not yet seen positive response. Ongoing. 3) Playing field and Crown field need improvement and Amenities Committee to be approached to ask Rugby Club to do a clean up around the perimeters. 4) Complaint and photographs received from one of the volunteers, Jan Tatem, that village not as good as made out in recent Bulletin article and response to be sent by DJLL.

**Action: David Le Lohé/Maureen Millbank/Stan Cherry**

*Footbridge Landscaping* –Expected action still not yet seen and follow up messages left with B&NES, Stefan Chiffers. (Agreed tarmac and edging with BPC to do minor landscaping). Ongoing.

**Action: David Le Lohé**

*A363 Sally-in-the-Woods* – B&NES cleared roadside drains in December 2014 but further inspection by DJLL confirms John Lloyd's concerns that the seepage across road not solved, as water is sometimes flowing over top of kerbs. Contact with Peter Clark again needed.

**Action: David Le Lohé/Wendy Chambers**

*Bus shelter replacement programme* - 1) Crown Inn foundation problem investigated w/c 9 February and shelter will be designed to span culvert. Culvert left intact. Ongoing 2) RTI at Village green now commissioned.

**Action: David Le Lohé**

*Drop kerb requirement at Mountain Wood* – No response yet received from B&NES, Sadie Cox, and messages left chasing progress. (5 locations identified. Cost of these was expected to be £500 each and awaiting agreement that work to be at B&NES Pedestrian Crossing Team expense. However £1000 available in BPC Project Reserve Account). Ongoing.

**Action: David Le Lohé**

*VAS on A4 Box Rd.* - B&NES have agreed in principle to instal another pole position in north footpath somewhere around Eastwoods so that the VAS (seen to work) can alternate between the two locations. Not yet actioned but PM chased again. Ongoing.

**Action: Peter Martin**

*Pound Wall and Fencing* – Retrospective Planning permission for the fencing currently erected has been applied for by the owner and B&NES Planning Inspector is expected to visit. It was felt by the majority of the Committee that the type and scale of the fencing was out of keeping with the locations environment. (The opportunity presents itself for the Parish Council to object.)

**Action: Peter Martin**

*Parish on Line* - Parish assets should be updated and condition surveys to be added when time available. Ongoing.

**Action: Richard Wickham/David Le Lohé**

*Bathford Hill/A363* – Some potholes between Garstons and 57 High Street have been filled by B&NES Highways emergency team. Peter Clark phoned DJLL to provide assurance that others will be dealt with when resources available. Ongoing.

**Action: David Le Lohé**

*Footpath between Meadow Park and Box Road* – Some parishioners put forward ideas for a name but at the last Council meeting it was agreed that 'Meadow Walk, should be adopted and subsequently B&NES are happy to accept that. The type of sign will need to be agreed and it was suggested that an improvement to that similar to Birdcage Walk, which needs to be replaced, should be used. Ongoing.

**Action: Peter Martin**

*Rural RoW Footpath BA3/3* – A notice was included in the March Bulletin that advises local walkers of the correct footpath route.(re Terry Sully has complaint that walkers are not using the railway kissing gates to take the footpath out of his field).

*Walkers are Welcome* – A notice was included in the March Bulletin that advised Parishioners that this scheme is no longer being promoted by members of the Parish Council. It was noted that residents had seen an increase in walking groups around the parish.

*Chevron Road Signs on High Street* – Call from Peter Clark to DJLL on 25 February confirmed that new posts to replace the damaged road signs have been ordered. Ongoing.

**Action: David Le Lohé**

*Vegetation Clearance* – 1) Mirror obstruction opposite Warleigh Lane. 2) Ivy on wall at A363 / Church Lane junction. Maureen Millbank had e-mailed DJLL to advise that these issues had been actioned.

*Tyndale Footpath* – The further letter sent to Mrs Reynolds by DJLL seeking to placate her worries and cease further involvement had not received a response. Therefore the matter was considered closed.

*Lighting on A4 Box Road* – An inspection was made by DJLL on the Box Road (from end of the existing street lighting at Bathford Gardens) along the assumed area where lighting is requested and photos examined. It was felt by the committee that the A4 was a fast and hazardous road so in principle the Parish Council should support additional lighting if it was considered to be a proven necessary safety measure, providing there were no objections from other residents and subject to confirmation from B&NES on the extent of this lighting (thought to be probably 3-4 additional columns). It was agreed that the Parish Council should ask B&NES to provide further information and a meeting with a view to pursuing the scheme. DJLL to draft wording to send to B&NES. Ongoing.

**Action: Parish Council/David Le Lohé**

*20mph Speed limits* – Pole erection and road marking has taken place around village (not complete) but the committee felt that some of the locations were inappropriate/waste of money as traffic could not exceed 20mph (eg. Westwoods). Ongoing.

## **B. Current Issues**

*No 13 Bus Service* – Poor timekeeping. PM had previously made a complaint and asked for timing data but had been denied this by First Bus. Some of the committee felt that the service had improved recently. PM advised that there may possibly be another bus added to the route and a Press Release is expected shortly.

*Private Steps outside Old Dairy complaint* - DJLL had inspected the location and tabled a photo that showed bottom step built on the public footpath. It was not considered to have narrowed the path more than elsewhere along the East side of the Hill or pose a really significant risk to pedestrians. However it was thought that the construction would have breached Planning or Highways regulations and a polite letter pointing this out to the owner should be sent.

**Action: Clerk/David Le Lohé**

*Parking opposite No 56 Mountain Wood complaint* – Following the e-mail from the house owner, Mr Hulin, DJLL had met with him and tabled a photo to show the situation. Recently a

£60 fine for obstruction had been levied on a visitor parked opposite (outside No 89) after a 4am altercation due to his police officer partner not being able to get her vehicle off the drive. The issue had been raised some years before and whilst the committee had some sympathy with the complaint felt that this was a Highways Authority issue and that the matter should be taken up directly by Mr Hulin with them. Whilst not wishing to see more advisory white/yellow lines in the village there were areas of precedent already eg. Ashley Road and Church Street. Agreed that DJLL would respond to e-mail advising the B&NES contact needed.

**Action: David Le Lohé**

*Water leak into Crown Field* – Stan Cherry raised that water appears to be leaking from the Hill into the Crown Field and this may be from the west side culvert. DJLL had inspected and photo tabled. It is possible that this may be from recent work in the footpath or water main leakage and further investigation and report to B&NES or Wessex Water needed.

**Action: David Le Lohé**

**David Le Lohé.**

DRAFT

## **Appendix 6**

### **PLANNING COMMITTEE MEETING**

**24/02/15 Parish Office 6.30**

#### **Minutes**

**Present:** Hugh Baker; John Lloyd; Wendy Chambers; Peter Martin; Shirley Beazer; Steve McKerness.

**1. Apologies** Philip Harris.; Tony Cox.

**2. Minutes of last meeting & matters arising**

No matters arising

**3. Planning Applications**

Land at Rear of 20 And 22 Box Road - Erection of 4no. new dwellings comprising of new access and associated works. (Outline application with access to be determined and all other matters reserved). Supported. This infill development falls in line the Village Design Statement. There is some concern with the width of the access road with regard to emergency vehicles.

**4. Planning Notifications**

None

**5. Other Notifications**

None

**6. Any Other Business**

Land by Brunel Bridge – fencing. PM stated that a Planning Enforcement Officer (Nicola Little) had visited the site and has reported that some regulations need to be checked and will contact PM with her findings.

PM is to contact Julie O'Rourke again to arrange a date for a visit.

**7. Date of next meeting – As needed.**