

# MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF CHEW MAGNA PARISH COUNCIL

Meeting held in the Old School Room  
Tuesday 1 June 2021 7.45pm

- Present** Cllr Jon Wheatley, Chairman Cllr Nick Scholefield, Vice Chairman  
Cllr Nick Hasell Cllr Paul Cornelius  
Cllr Lynne Easton Cllr Ian Cox  
Cllr Rodney Andrews Cllr Simon Jerrome  
Ward Cllr Karen Warrington (joined 8.20pm)
- Item 1 Apologies**  
Apologies were received and accepted from Cllr Andrew Matthews, Cllr Marie-Louise Hales and Cllr Louise Leeder.
- Item 2 Code of Conduct - Register of Councillors' Interest**  
None.
- Item 3 Minutes of Previous Meeting**  
Minutes of the 4 May 2021 meeting were agreed to be an accurate record of the meeting, proposed by the Cllr Jerrome and seconded by Cllr Easton, and were signed by the Chairman along with the minutes from the remote meetings from May 2020 to April 2021.
- Item 4 Public participation - opportunity for members of the public to speak (the public are asked to limit their address to 5 minutes)**  
One member of the public present to view meeting.
- Item 5 Report back on meetings and progress**  
a) Councillors' Areas of Responsibility  
The Council reviewed and agreed the following for May 2021 to April 2022:  
**Planning Committee**  
Core members Vice Chairman and Cllrs Hasell and Cllr Andrews, together with the Councillor who lives nearest to the property.  
**Footpaths Working Group**  
Cllrs Hasell, Cllr Cox and the Chairman. Cllr Hasell will be responsible for operation of the B&NES Footpath agency scheme, chair the group and is spokesperson on all other matters.  
**Responsibility for King George V Playing Fields matters**  
Cllrs Easton, Cllr Matthews and Cllr Cornelius  
**Finance**  
The Chairman and the Vice Chairman, Cllrs Andrews & Cllr Matthews  
**Spokesperson on trees, hedges and verges**  
The Vice Chairman and Cllr Hasell  
**Highways**  
Cllr Hales  
**Public transport issues**  
Whole Council  
**Crime and public safety**  
Cllrs Cornelius and Cllr Leeder  
**Business Liaison**  
Cllr Jerrome  
**Public Realm and Heritage Interpretation**  
Cllrs Easton, Cllr Hasell, Cllr Cornelius and Cllr Jerrome

**Spokesperson on BIA issues**

Cllr Leeder

**Representative on Teg Trust**

Cllr Nick Hasell

**Representative on Richard Jones Foundation**

Cllr Nick Hasell

**Flood Warden Scheme**

Cllr Easton and the Chairman

**Emergency Plan**

Cllr Easton

**Representatives on the OSR Management Committee**

Cllrs Andrews, Cllr Easton and Cllr Hasell

**Liaison with Chew Magna Primary School**

The Vice Chairman

**Website Management**

Clerk

**Affordable Housing**

Cllr Cornelius, Cllr Jerrome, Cllr Andrews and Cllr Hasell. Project Manager – Cllr Andy Matthews.

**b) Airport**

Cllr Leeder circulated a report prior to the meeting which included:

- The PCAA planning lawyer has written to the Inspectorate requesting the Airport to provide more environmental information on carbon emissions.
- The CCC advises no net increase in UK airport capacity as sufficient capacity already exists.
- Sixteen national and community groups (including the PCAA) opposing expansion at eight UK airports have united to write to the Transport Secretary and the Housing, Communities, and Local Government Secretary of State to call for an immediate moratorium on climate change grounds.
- The North Somerset Council letter to the Inspectorate (supporting PCAA request for further environmental information) queries the timing of a Government policy statement on the reduction of aviation emissions as the Government has issued a statement indicating that they will announce on or around the 1st November 2021, how the relevant carbon emission reductions are to be achieved.

**c) How can the Council support local services and businesses**

Cllr Jerrome reported that the process of consulting with businesses has started and requested that councillors forward details of businesses in the parish so that an up to date list can be compiled.

**d) Streetlight – contract**

Cllr Andrews reported that a visit from Volker to assess lights on Moorledge lane and Dark Lane is awaited.

**e) Village gateways**

Deferred to July meeting.

**Item 6****Transportation, Highways and Footpaths****a) Car Parking Issues – South Parade Car Park**

Ward Cllr Warrington reported that she is awaiting a reply to her request for a meeting with B&NES.

**b) Parking issues**

No issues reported.

**c) Footpaths/Rights of Way**

Cllr Hasell reported that Sheila Petheridge had assessed Butham Lane and will arrange for contractors to remedy but this is likely to be done in 2022. . B&NES

have assessed issues with Crickback and Brake footpaths and will schedule for works to be done.

- d) Highways/Highways sheet  
Ward Cllr Warrington reported that she is liaising with B&NES on proposals for the B3130, which is considered to be a substandard road.

## Item 7

### Environmental Issues and initiatives

- a) Emergency Coordinator Report  
Cllr Easton circulated a report prior to the meeting - The Parish Council, with Chew Magna Society, set up a system during the pandemic so that no one fell through the net during lockdown: The Parish Council appointed Covid Wardens and Chew Magna Society the volunteers. Chew Chat buddy system supported many who would have been alone. The Environment Agency put out a precautionary alert on 23 May (with no major incident occurring) and after feedback B&NES have been asked to clear drains on Norton Lane - Clerk to request the addition of drains on Chew Hill to be cleared also. The Council agreed for the contractor to trim grass by the Brook when necessary – Clerk to request. Cllr Easton will liaise with Cllr Jerrome to submit a request for SSEN funding to be used for two defibrillators in the parish.
- b) Playground  
Cllr Easton reported that she is looking at suitable pieces of equipment and will bring details to the next meeting. The third raised bed is being considered for planting up by school children - all donations of plants and seeds are very welcome.
- c) Climate Emergency report- B&NES webinar 22 June  
The Chairman to attend.
- d) Control of weeds around the parish  
The Chairman advised that hot water treatment is a good alternative to pesticides but with cost implications and he will request quotes to be considered at a future meeting. The Council agreed a £100 budget for two boxes (bat/swift) for the parish – P Cornelius to arrange.
- e) Litter issues – draft policy, litter bin trial  
A community litter pick is scheduled for Saturday 5 June and the Council agreed (proposed by Cllr Cox and seconded by Cllr Cornelius) a budget of £200 for supplies. The Council reviewed and agreed to adopt the Litter Policy drafted by Cllr Easton, proposed by the Chairman and seconded by Cllr Jerrome. Cllr Jerrome reported that during the trial of recycling litter bins these were well used over the two weekends and he will cost suitable outdoor bins and bring details to the next meeting – several businesses have confirmed that they are happy to assist with purchase/installation and emptying costs.
- f) Local Plan Partial Update - Webinar recording available  
Cllr Andrews recommended councillors to view this recording.

## Item 8 Finances

- a) Expenditure June – the following items were proposed by Cllr Andrews, seconded by the Vice Chairman and agreed by the Council for payment.

Description	Amount £	Cheque No
E.ON - street lighting electricity May 2021	199.09	DD
Mr D W Stephenson – monthly website maintenance	40.00	S/O
B&NES – traffic counter	150.00	102386
L E Preece – emergency coordinator expenditure reimbursement May 2021	42.57	102387
K Headlong – clerk expenses May 21	47.59	102388

Parish Councils Airport Assoc – sub May 2021	75.00	102389
Branching Out – grass cutting May 2021	175.00	102390
SALARY PAYMENTS MAY 2021 POST DATED CHEQUES 1 July 2021 as HMRC require RTI (Real Time Information) reporting submitted before PAYE date (1 <sup>st</sup> of month)		
T Hillard (Road Sweeper salary June 2021)	617.76	
Tax	(37.80)	
Net pay	579.96	S/O
K Headlong (Clerk's salary June 2021)	761.06	102391
Tax	(0.00)	
Ni	(0.00)	
Net pay	761.06	

b) Receipts June

Description	Amount £	Cheque No
B&NES Precept instalment – rec'd April 2021	18000.00	BACS
B&NES Path Maintenance Grant 2021.22	1646.73	BACS

c) Clerk telephone for work

The Council agreed to pay 50% of the Clerk's landline bill (currently £14 for unlimited daytime calls), which is used, mainly for work.

d) Asset Register

The Council reviewed and agreed the asset register for 2021 with no additions or disposals in the past year.

e) Risk Register – for review and agreement

Deferred to July meeting.

f) Financial Regulations

The Council reviewed and agreed the regulations with no amendments.

g) End of Year accounts for agreement

The Council reviewed and agreed the end of year accounts, proposed by Cllr Andrews and seconded by the Vice Chairman – signed by Cllr Andrews.

h) Audit 2021

i) Internal audit report

The Council considered the internal audit report and noted that the Clerk to meet with internal auditor to make improvements on the cashbook recording.

ii) Section 1 Annual Governance Statement for agreement by resolution  
The Council resolved that the Chairman sign the Governance statements, proposed by Cllr Andrews and seconded by the Vice Chairman.

iii) Section 2 – Annual Accounting Statements for agreement by resolution  
The Council resolved that the Chairman sign the Accounting Statements, proposed by Cllr Andrews and seconded by the Vice Chairman.

iv) Dates for exercise of public rights

The Council noted that the exercise for public rights commence on Monday 25 June and ends on Friday 6 August – Clerk to display notice on the noticeboard and website.

**Item 11 Planning**

a) Applications in Circulation

20/58 20/04286/FUL	Lawrence Farm North Wick Chew Magna BS41 8NP Erection of a double garage with home office, front porch and front extension. <i>Chew Magna Parish Council comment submitted.</i>
20/61	Wilding Orchard Westfield Farm Limeburn Hill Chew Magna BS40 8QW

20/04608/FUL	Erection of single storey extension and construction of roof dormer. <i>Chew Magna Parish Council comment submitted.</i>
21/02 21/00162/FUL	The Old Cider Barn Dumpers Lane Chew Magna BS40 8SS Erection of 1 no. 3 bedroom house following demolition of existing dwelling. <i>Chew Magna Parish Council comment submitted.</i>
21/09 21/00724/FUL	Parcel 3938 North Wick Road Norton Hawkfield Erection of agricultural building with associated works. <i>Chew Magna Parish Council comment submitted.</i>
21/15 21/01469/FUL	Cokers Cottage 1B Streamside BS40 8QZ Erection of single storey oak mansard to replace existing conservatory <i>Chew Magna Parish Council comment submitted.</i>
21/20 21/01733/CLEU	Old North Chew Farm Norton Lane Chew BS40 8RW Use as Barn 1 for Carpentry Workshop (B1(c) and Barn 2 for storage of timber (B8) associated with the workshop to Magna Oak (Certificate of Lawfulness of Existing Use) <i>Chew Magna Parish Council comment submitted.</i>
21/21 21/01756/FUL	Rackledown Farm North Wick Chew BS41 8NW Description of Proposal: Erection of 15no. solar panels and associated ground works <i>Chew Magna Parish Council have no objection to this application that is in line with our support for the Parish's Climate and Nature Emergency declaration. A small ground-based PV array is suitable for the proposed location, being to the rear of a collection of agricultural buildings and not significantly visible to occasional public view. Furthermore, it is likely that a large proportion of the renewable energy generated could power on-site activities.</i>
21/22 21/01773/FUL	1 Spratts Bridge Chew Magna BS40 8RZ Extension and alteration with associated works. <i>Chew Magna Parish Council have not yet been notified of the addition and amendments to this planning application on which we have previously commented.</i> <i>However, if further comment is required, we consider that our objection still stands. Although various changes to the front elevation are evident, thus slightly reducing the overbearing appearance of the proposed alterations, and inappropriate boarding has been replaced by a rendered finish, the main tenet of our objection regarding the apparently unworkable parking accommodation for two cars on a confined rising gradient, and the non-compliance with village Conservation Area guidelines in this small uniform development have not been addressed. As a local council, we are also aware of the unanimous opposition to this application by immediate neighbours and consider that their concerns are valid.</i>
21/24 21/01881/ADCOU	Halfway Farm, Stanton Road, Stanton Drew, BS39 4ET Prior approval request for change of use of agricultural land and buildings to 4 dwelling houses (Use Class C3). <i>Chew Magna Parish Council comment submitted.</i>
21/25 21/01963/NACOU	Old North Chew Farm, Norton Lane, Chew Magna, BS40 8RW Prior approval request for the change of use of Dutch Agricultural barn to a flexible commercial use associated with the existing carpentry business, Magna Oak.
21/27 21/02104/ODCOU	First Floor Office 5 South Parade Chew Magna BS40 8SH Description of Proposal: Prior approval request for change of use of first floor offices (Use Class B1a) to 1no dwellinghouse (Use Class C3) <i>Chew Magna Parish Council do not object to this COU. Whilst we aspire to</i>

	<i>maintain Chew Magna as a sustainable Parish and regret the moving away of this business, first floor dwellings above the retail outlets on South Parade are the norm, being conveniently located at the centre of village services. Although there is limited unrestricted parking in the centre of village, a single additional flat is unlikely to exacerbate the parking situation, and public transport facilities, such as they are, are close by.</i>
21/28 21/02226/VAR	Pony & Trap Newtown Moorledge Road Chew Magna BS40 8TQ Variation of condition 5 (Plans List) of application 19/03631/FUL (Alterations and extensions to existing restaurant) <i>Chew Magna Parish Council support this application for a Condition Variation on the previous planning application. This application proposes a rearrangement of facilities and a new restaurant area that would much improve the function and general appearance of this Michelin Starred establishment.</i> <i>Neighboring residents are concerned that street parking on this narrow lane by customers and delivery vehicles would inevitably be exacerbated by this modified proposal, but the applicant claims that the intention is not to expand its customer base but rather to enhance existing customer experience.</i>
21/29 21/02328/TCA	Brooklands Silver Street Chew Magna BS40 8RE Lawson cypress (T1) - Remove. Group of 5 dwarf Lawson Cypress (T2) - Remove. <i>Chew Magna Parish Council do not object to this application. The single Lawson Cypress is overgrown and in poor shape, and the cluster of smaller ones form a wide and unruly hedge of low amenity value. The garden is quite small on the corner of Stoneleigh and Silver Street and these trees are very close to the house thus restricting light.</i>
21/30 21/02427/TCA	Laurel House 18 High Street Chew Magna Bristol Bath And North East Somerset BS40 8PW Description of Proposal: Conifer hedge (T1) – Remove <i>Chew Magna Parish Council have no objection to the removal of this conifer hedge that is plainly overgrown, past its best and beyond redemption. We are satisfied that replanting is planned.</i>
21/31 21/02474/TCA	Dumpers House Dumpers Lane Chew Magna BS40 8SS 2no. Apple - Reduce height and spread by 2m, crown thin by 10% and remove deadwood. <i>Chew Magna Parish Council have no objection to this application which describes correct management planned to sustain two mature apple trees.</i>

b) Results

21/10 21/00893/LBA	Highfield House Winford Road Chew Magna BS40 8QE Internal alterations to enlarge utility room.	Consent
21/12 21/01313/FUL	The Old Bakehouse 11 South Parade BS40 8SL Erection of two storey rear extension. refurbishment to the rear of the property. Removal of existing bay window to front elevation. Erection of new entrance canopy to front elevation. Removal of existing render on front elevation repointing existing stone.	Permit
21/13 21/01371/FUL	Waterloo Cottage Silver Street BS40 8RE Erection of rear extension	Permit
21/14 21/01406/FUL	Sunnyside Cottage Claypit Road BS41 8NL Erection of double storey extension following demolition of existing single storey extension.	Permit
21/16 21/01505/TCA	The Grange Coach House Chew Hill Chew Magna BS40 8RY 2no. Ash (T1, T2) - Fell due to Ash Die Back	No objection

	Willow (T3) - Pollard at original pollard knuckles (remove up to 4m)	
21/17 21/01539/FUL	4 Stoneleigh Chew BS40 8SD To remove the existing Lean to conservatory and install an Orangery design conservatory with new base works. To remove existing Leylandii hedging and replace with Feather Fencing.	Permit
21/18 21/01566/LBA	Knowle House Knowle Hill Chew Magna BS40 8TF Internal and external alterations for the installation of traditional lime plaster to parts of the internal walls. Carrying out repairs to a couple of the window units and general redecoration works. Alteration to internal cupboard doors. Installation of skirting boards to match the existing.	Consent
21/19 21/01534/TCA	Wellington House Tunbridge Road Chew BS40 8SP Description of Proposal: Crab Apple (T1) - Fell.	No objection
21/23 21/01909/TCA	Hawthorne House Silver Street Chew Magna BS40 8RE Fir (Old Christmas Tree) - Remove	No objection
21/26 21/02108/TCA	Tree Works Notification in Con Area Chew Cottage Norton Lane Chew BS40 8RW Ash (T1, T2, T3) - fell Holm Oak (T4) - reduce by up to 3 metres	No objection

c) Affordable Housing

CLlr Matthews reported (via email) that after a meeting with a representative of the owner of the Tennis Court site and B&NES that this site will not be included as a HEELA site and is unlikely to be included in the full local plan update. A further meeting with the owner and B&NES is planned to consider possible future options.

**Item 12 Correspondence**

**Item 113 Any Other Information for Notification for Next Meeting**

**The Chairman closed the meeting at 9.35 pm.**

**Next meeting will be on Tuesday 6 July 2021 7.45pm, Upper Hall, Old School Room**

Kirsty Headlong, Parish Clerk 11 June 2021

