

MINUTES FOR THE MEETING OF CHEW MAGNA PARISH COUNCIL

Meeting held in the Millennium Hall on Tuesday 2nd June 2015
At 7.45pm

- Present**
- | | |
|-----------------------------|--------------------------------------|
| Cllr Jon Wheatley, Chairman | Cllr Nick Scholefield, Vice Chairman |
| Cllr Rodney Andrews | Cllr Lynne Easton |
| Cllr Simon Jerrome | Cllr Doris Davis |
| Cllr Paul Cornelius | Cllr Nick Hasell |
| Cllr Ian Cox | Cllr Heather Montague |
| Ward Cllr Liz Richardson | |
- Item 1** **Apologies**
None
- Item 2** **Code of Conduct - Register of Councillors' Interest**
None
- Item 3** **Minutes of Previous Meeting**
The minutes of the previous meeting were signed by the Chairman. Proposed by Cllr Cornelius, seconded by Cllr Hasell, all agreed.
- Item 4** **Public Participation**
None
- Item 5** **Report back on meetings and progress**
- a) **Councillors - Areas of responsibility / Portfolios for the year May 2015 – April 2016**
The Chairman assigned the areas of responsibilities with new Parish Council members:
- Financial Officer**
The Clerk
- Planning Committee**
The core members will be the Vice Chairman and Cllrs Hasell and Andrews, together with the Councillor who lives nearest to the property.
- Footpaths Working Group**
Cllrs Hasell, Cox and the Chairman. Cllr Hasell will be responsible for operation of the B&NES Footpath agency scheme, chair the group and be spokesperson on all other matters.
- Responsibility for King George V Playing Fields matters**
Cllrs Cox and Cornelius
- Finance**
The Chairman and the Vice Chairman, Cllrs Andrews & Jerrome
- Spokesperson on trees, hedges and verges**
The Vice Chairman and Cllr Hasell
- Public transport issues**

Cllr Davis

Crime and public safety

Cllrs Cornelius and Montague

Public Realm

Cllrs Easton, Hasell and Jerrome

Spokesperson on BIA issues including representative to Parish Councils'

Airport Association

Cllr Montague

Representative on Teg Trust

Cllr Nick Hasell

Representative on Richard Jones Foundation

Cllr Nick Hasell

Flood Warden Scheme

Cllrs Cornelius and Easton and the Chairman

Representatives on the OSR Management Committee

Cllrs Andrews, Davis and Hasell

Representative to PACT meetings

Cllrs Cornelius and Montague

Liaison with Chew Magna Primary School

The Vice Chairman and Cllr Easton

The Chairman and Vice-Chairman will continue their close oversight of and involvement in key issues in the Parish such as affordable housing, and will involve relevant Councillors.

- b) Date arranged for Affordable Housing Steering Group meeting
Cllr Cornelius agreed the date for the meeting with Louise Davidson and Gary Ward, B&NES to discuss planning policies and aims for Affordable Housing will be on 8th July in the afternoon. Cllr Cornelius will contact Louise Davidson to confirm venue and time.
Cllr Cornelius advised that David Parks, Community Juice Housing would like to meet with the Affordable Housing Steering Group Committee; the date agreed is 8th June at 6pm, Queen's Arms, Chew Magna.
- c) CVNP Meeting 18th May 2015
The Vice Chairman and Cllr Hasell attended the meeting. Nick Bishop, Planning Advisor will be meeting with the Vice Chairman and Cllr Hasell on 4th June. Public meetings are being planned for July and August and the Parishes will be leafleted with the Neighbourhood Plan's draft ideas for comment prior to submission to B&NES for consultation and evidence.
The next meeting will be held on 15th June at Hinton Blewett.
- d) Interagency Meeting, Connecting Communities, 18th May 2015
Not attended.
- e) Cllr Andrews requested feedback from the Chairman regarding speaking with Don Morris, Radco concerning the refuse problem at the Chew Magna store. The Chairman has yet to speak with Mr Morris and will endeavour to do so before next Parish Council meeting.
- f) The Parish Council have received several emails regarding the new speed restrictions in Chew Magna and parishioners views. The Vice Chairman, Cllr

Andrews, Cllr Davis and Cllr Montague will represent a Speed Issues Sub Committee and raise collective views with B&NES and respond to parishioners.

- g) Cllr Andrews requested an update regarding the request from Phil Clark to advertise on Portbridge Roundabout in return for upkeep. Mr Clark has yet to contact Cllr Davis.
- h) Cllr Cox reminded the Parish Council to consider gates to the village on entrance routes. The Chairman will photograph gates in place at other neighbouring villages and present to the Speed Issues Sub Group.

Item 6 Transportation, Highways and Footpaths

- a) Play area Inspection Report from B&NES
The low risk areas identified are in action.
- b) Rugby Club banner placed on South Parade railings for July with no permission
The Vice Chairman has contacted the Rugby Club who have apologised, the banner has been removed and permission granted to display again two weeks prior to the event.
- c) Cllr Davis requested that the bus stop at Pagan’s Hill near Portbridge Roundabout is made a larger standing space and the verges cleared on both sides of the road to make the bus stop more accessible, visible and less dangerous for users. The Clerk will contact B&NES.
- d) Cllr Cornelius requested that the pavement from Norton Close to North Chew Farm is cleared. The Clerk will contact B&NES.
- e) Cllr Jerrome expressed concern that parking behind the Co-Op store is causing problems. The Chairman advised that when he speaks with Don Morris, Radco, he will address:
 - Lorry movements
 - Parking at the rear of the store
 - Refuse at the rear of the store
 - Issues raised by a nearby neighbour
 - Improvements to the outside of the building

Item 7 Finances

- a) Expenditure approved June
Proposed by Cllr Cox, seconded by Cllr Hasell

Description	Amount £	Cheque Number
Mrs D L McClelland (Clerks exps May 2015)	£83.86	101820
Zurich Municipal (Insurance 15/16)	£1237.24	101821
Branching Out (Grass Cutting April 2015)	£250.00	101822
Henleaze Web Design (Domain name fees)	£63.00	101823
PCAA (15/16 subscription)	£50.00	101824
Mike Reed (Inv. 2015/622)	£149.20	101827
E.On	£100.70	S/O
Henleaze Web Design	£40.00	S/O
POST DATED CHEQUES 1 st July as HMRC require RTI (Real Time Information) reporting submitted before PAYE date (1 st of month)		
T Hillard (Roadsweeper salary June 2015)	£419.60	101825
D L McClelland (Clerk’s salary June 2015)	£630.37	101826

- b) Receipts June

Description	Amount £	Cheque Number
-------------	----------	---------------

B&NES Roadsweeper Scheme June 2015	£370.93	BACS
B&NES Footpath Scheme 15/16 Payment	£1209.47	BACS

- c) Chew Magna Parish Council Internally Audited Accounts for the financial year 2014/2015 to be approved by the Chairman, Clerk and full Council and submitted to Grant Thornton before Friday 5th June 2015

The Chairman read the Internal Audit Plan and letter to Council from James Wadsworth, Internal Auditor and agreed with the Clerk to maintain the Receipts and Payments system of accounting as advised. The Chairman signed the approved accounts, proposed by Cllr Hasell, seconded by Cllr Cox, approved by all. The Clerk will submit to Grant Thornton to arrive before 5th June 2015.

Item 8 Planning

a) Applications in circulation

15/33 15/01748/TPO	Simon James Homes Little Orchard, Norton Lane, Chew Magna T1- Beech - Reduce by 2 metres and thin 10%, to keep the tree in good form for its location
15/34 15/02082/ADCOU	Pollet Knowle Hill Farm, Knowle Hill, Chew Magna Prior approval request for change of use from Agricultural Building to Dwelling (C3)
15/35 15/02088/TCA	Blythe Stonewall, Tunbridge Road, Chew Magna 1x Birch - prune by removing 3 to 4m off the top limb. Also some remedial works to the branches on the side to just prune back into shape no more than 1m in length
15/36 15/02106/AR	Winford Road Garages Limited Winford Ford, Chew Magna Display of 1no. internally illuminated static sign

b) Results

15/29 15/01502/ADCOU	Sidwick Dunbolton Farm, Claypit Road, Chew Magna Prior approval request for change of use from Agricultural Barns to Dwelling (C3) and associated operational development Chew Magna Parish Council is sympathetic to redundant barn conversions for residential use where this is appropriate, and thus supports this application. Although the disused buildings will require significant development to bring them up to residential standard, the design has followed the original roofline and footprint and would provide a much enhanced appearance. Furthermore, a permanent dwelling on the site of the existing farm is likely to improve security of the premises. Cllr Nick Scholefield Vice Chairman`	Refuse
15/26 15/01293/FUL	Stephenson 2 Denny Lane, Chew Magna Erection of studio home office following demolition of existing garage Chew Magna Parish Council supports the application. This modest proposal is for a second storey on the same	Withdrawn

	footprint as an existing garage, which is positioned on the lower gradient of the property. Cllr Nick Scholefield Vice Chairman	
15/28 15/01417/FUL	Moreton The Hayloft, Chew Road, Chew Magna Installation of private drive (retrospective) and conversion of integral garage to residential use (retrospective) Chew Magna Parish Council has no objection to this planning application, which, although retrospective, has been subject to a previous pre application submission. The alterations appear to be sympathetic to the Green Belt environment. Cllr Nick Scholefield Vice Chairman	Permit

Item 9 Environmental Issues and initiatives

- a) Date request for the public flood meeting from the Environment Agency
The Chairman will agree a date for the Clerk to confirm with all parties.
- b) Chew Valley Flood Forum request from Rachel Wilson for Parish Council completion of the Emergency Flood Plan
Former Councillor Luton has agreed to complete the project and Ward Cllr Richardson will work with Mr Luton with advice from B&NES.
- c) Local Flood Risk Management Strategy briefing/ workshop with Bath & North East Somerset Council, Wednesday 17th June 2015, From 10am to 12pm, Keynsham Civic Centre
The Chairman and Cllr Easton will attend.
- d) Ward Cllr Richardson advised that the Environment Agency would like to stage a practice run of flood boards and measures in Chew Magna to ascertain how communication and practice will be handled. The Chairman suggested that this proposal is put to residents at the forthcoming Public Flood Meeting.

Item 10 Correspondence
None

Item 11 Any Other Information for Notification for Next Meeting

- a) Cllr Cornelius requested that any Councillors who may know of any land for potential sale in the parish for the Green Spaces Grant Allowance should contact the sub group of Cllrs Cornelius, Montague and the Vice Chairman.

Next meeting will be held on **Tuesday 7th July 2015** at 7.45pm in the Millennium Hall

Meeting Closed 9.02pm

Donna McClelland, Parish Clerk 15th June 2015