

## MINUTES FOR MEETING OF CHEW MAGNA PARISH COUNCIL

Meeting held in the Millennium Hall on Tuesday 5<sup>th</sup> April 2016  
at 7.35pm

- Present**
- |                             |                                      |
|-----------------------------|--------------------------------------|
| Cllr Jon Wheatley, Chairman | Cllr Nick Scholefield, Vice Chairman |
| Cllr Rodney Andrews         | Cllr Simon Jerrome                   |
| Cllr Andy Matthews          | Cllr Nick Hasell                     |
| Cllr Doris Davis            | Cllr Ian Cox                         |
| Cllr Heather Montague       | Ward Cllr Liz Richardson             |
- Item 1**      **Apologies**  
Apologies were received from Cllr Cornelius and Cllr Easton.
- 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 Cox, seconded by Cllr Davis, agreed by all.
- Item 4**      **Public Participation**  
Mr Noel and Mrs Sarah Diacono, 42 High Street, addressed the Council regarding Item 8a, Planning Application Ref. 16/00516/FUL as owners of the neighbouring property. Mr and Mrs Diacono fully recognise the importance of redevelopment of this site, however, favour a single storey building. In their opinion this new application does not differ greatly from the previous withdrawn application. Parking has been revised and detailed as a street scene but appears dangerous and would encroach on the road, it also does not include a disabled parking bay. Mr and Mrs Diacono do not agree that the proposed application would not be overbearing on neighbours properties and gardens. The Vice Chairman will consider their views when commenting on this application.
- Item 5**      **Report back on meetings and progress**
- a) CVNP meeting 21<sup>st</sup> March 2016 , Hinton Blewett, 7.30pm and clarification on submissions required from the Clerk  
The Vice Chairman, Cllr Hasell and Ward Cllr Richardson attended the meeting. The Vice Chairman reported that the Joint Neighbourhood Plan will soon be available for public view online at [www.cvnp.co.uk](http://www.cvnp.co.uk). All Chairmen of the 7 parishes have been invited to attend the next meeting to sign off the draft Joint Neighbourhood Plan prior to submission to B&NES in June. The meeting will be held 18<sup>th</sup> April 2016, Hinton Blewett, 7.30pm. The Chairman advised all Councillors to read the plan online after the consultation launch at the Chew Valley Forum meeting, Chew Valley School, 28<sup>th</sup> April 2016, 6pm – 8pm. The Vice Chairman will consult with the Clerk regarding letters to be submitted for Assets of Community Value and Local Green Spaces.
  - b) Interagency meeting Tuesday 15<sup>th</sup> March, 12pm – 2pm, Baptist Church, Chew Magna

The Vice Chairman attended the meeting. The focus was on Care in the Community, and relevant information from the meeting is available on request.

c) Removal of broken CCTV cable

The Vice Chairman is following up safe removal of the damaged cable.

d) Auction of land adjacent to the Mill, Tunbridge Road

The Chairman put the question to Council to get a full view of opinion regarding the possible purchase of the land by the Parish Council for community use. The decision to make further enquires with the agent must be unanimous. The Parish Council could potentially purchase the land together with residents and also raise the finances with fundraising to secure the land for the parish.

Cllr Montague agreed in principal to the proposal as the land is very central and important to the village.

Cllr Hasell agreed in principal to the proposal as the land is a key space in the village.

Cllr Cox agreed in principal to the proposal as the land is essential green space and suggested inclusion as a designated local green space in the Joint Neighbourhood Plan.

Cllr Davis agreed in principal to the proposal.

Cllr Matthews agreed in principal to the proposal but advised that the Council need to be realistic with finances and potential borrowing as the recovery of the capital and interest would be through the Precept and incur a cost to Council Taxpaying households.

Cllr Jerrome agreed in principal to the proposal but is also concerned regarding the finances involved and also if this land is purchased for a green space would the Parish Council be then expected to purchase land for a new car park and both could not be afforded.

Cllr Andrews agreed in principal to the proposal, however, is also concerned regarding the finances and requested that if the Parish Council could secure an agreement from the agent for more time and a delay of the sale, we should appoint an independent agent to realistically value the land. Cllr Andrews does not want the Parish Council to potentially purchase this land in an auction situation.

The Vice Chairman agreed in principal to the proposal and suggested that the vendor removes the sale from private auction and sell by private treaty if appropriate.

Ward Cllr Richardson advised that the Parish Council could potentially:

1. Explore if a low interest rate loan might be available from B&NES
2. Raise community funds quickly and set up a Land Trust

The Chairman put forward the motion that in principle the Parish Council should investigate this sale and express an interest to the agent to postpone the auction and seek independent professional advice. Proposed by the Chairman, seconded by Cllr Jerrome, all in favour.

e) Parish Council borrowing power

The Clerk has provided the Chairman with the Government Guideline information required should the Council seek to secure a loan.

f) Notice of election for the Police and Crime Commissioner Election, Thursday 5 May 2016

The Clerk has posted notice on the Parish Council notice board.

g) West of England Joint Strategic Plan (JSP) working group meeting on Saturday 23<sup>rd</sup> April between 10am and 12.30pm at The Community Space, Civic Centre, Keynsham. This meeting will take the form of a workshop style session.

**Item 6                   Transportation, Highways and Footpaths**

- a) King George V Playing Field update and letter from the Chairman to Cllr Martin Veal requesting B&NES financial assistance  
Cllr Matthews reported that the main focus at present is funding. A proposal was sent to Andrew Pearce, B&NES on 20<sup>th</sup> March which received prompt and constructive feedback. £17,600.00 could be allocated from the 106 fund for the Madam’s Paddock development. B&NES raised some questions regarding the longevity and manufacture of the play equipment to which the supplier has promptly responded. Cllr Cornelius has received a quotation of £970.00 for removal and disposal of the existing play equipment. Cllr Matthews advised that a clear report regarding funding should be available by the next meeting. The Chairman advised that no response has been received from Cllr Martin Veal, Ward Cllr Richardson will address this.
- b) Parish Clean Up Day, Saturday 19<sup>th</sup> March 2016  
Cllr Easton circulated an email report to all to advise on another successful day with 13 volunteers. The Chairman thanked all and the Vice Chairman will confirm the next date in June 2016.
- c) Road closure notification for works at Moorledge  
Notices and diversions will be in place from 11<sup>th</sup> April 2016 for up to 4 weeks.
- d) Fingerpost refurbishment volunteer group update  
The Vice Chairman will advise Ward Cllr Richardson of the number of fingerposts in the three parishes for calculation of the Ward Councillor Initiative Grant money.
- e) Double yellow line enforcement  
Cllr Andrews has been liaising with Andrew Dunn, Parking Enforcement Services, B&NES and there will be a greater presence of enforcement officers in the village which will help ease parking abuse and free up spaces from all day users.
- f) Chew Valley 10k and 1k, Sunday 19<sup>th</sup> June request to display a banner in May and road closure notices  
The Vice Chairman will respond and permit the banner.
- g) Cllr Andrews advised that the red and white warning tape is on the railings next to the CoOp as they are unsafe and await repair.

**Item 7                   Finances**

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

Description	Amount £	Cheque Number
HMRC (Emp liabilities months 10,11,12)	£214.20	101901
Mrs DL McClelland (Clerks Exps Mar 16)	£94.18	101902
Tesco Direct (HP Stream Notebook & s/ware)	£283.00	101903
Branching Out (Grass cutting Feb 16)	£125.00	101904
St. Andrew’s Church (Parish Magazine 2015)	£150.00	101905
SSE Contracting (Jan, Feb, March 16)	£195.46	101906
Open Spaces Society (Subscription 2016)	£45.00	101907
E.On	£120.00	S/O
Henleaze Web Design	£40.00	S/O
POST DATED CHEQUES 1 <sup>st</sup> May 16 as HMRC require RTI (Real Time Information) reporting submitted before PAYE date (1 <sup>st</sup> of month)		
T Hillard (Roadsweeper salary April 2016)	£419.60	101908

D L McClelland (Clerk's salary April 2016)	£650.37	101909
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b) Receipts April

Description	Amount £	Cheque Number
B&NES Roadsweeper Scheme April 2016	£378.35	BACS
B&NES Precept	£12250.00	BACS

c) Audit deadline dates for year ended 31<sup>st</sup> March 2016

**The Clerk has circulated the below detailed timetable:**

- The Clerk to complete draft accounts for submission to Cllr Andrews and the Vice Chairman approval by Friday 16th April
- Cllr Andrews and the Vice Chairman to review accounts 16th - 25th April and pass to James Wadsworth for Internal Audit
- James Wadsworth Internal Audit time from 25th April to 11<sup>th</sup> May
- 31st May the Clerk to meet with James Wadsworth to discuss
- 7th June Council approval and submission prior to 10<sup>th</sup> June 2016 Grant Thornton deadline

**Item 8 Planning**

a) Applications in circulation

16/18 16/00972/FUL	Hughes Wellington House, Tunbridge Road, Chew Magna erection of 2no. rear dormer windows
16/19 16/01186/AR	Sacred Heart Church High Street, Chew Magna Display of 1no. non-illuminated carved iroka wooden statue with a stainless steel halo on a stone plinth and the display of 1no. non illuminated steel cross
16/20 16/00600/FUL	White Land opposite Nutgrove Lane, Nutgrove House, Chew Magna Rebuild derelict building for use as a barn
16/21 16/00516/FUL	Golden Valley Vets Woodbine Dental Surgery, 40A High Street, Chew Magna Change of use from dental surgery to vet's surgery and A1/A2 unit together with front ground floor and first floor extension to provide self-contained 1-bedroom flat with associated parking and refuse storage.
16/22 16/01455/ODCOU	The Radstock Co-Operative Society 15- 16 Harford Square, Chew Magna Prior approval request for change of use from offices (Use Class B1) to residential (Use Class C3)

b) Results

16/15 16/00924/TCA	Wells Holly House, 16 High Street, Chew Magna 1no. Lime Tree – Pollard back to previous cuts These Lime trees border a neighbour's property. The smaller of the two require pollarding back to previous cuts. Chew Magna Parish Council does not object. Cllr Nick Scholefield Vice Chairman	No Objection
16/05 16/00429/TCA	Owner Fairfield House, Butham Lane, Chew Magna	No Objection

<p>&amp; 16/06 16/00430/TCA</p>	<p>1x Elm - fell to ground level These TCAs have caused much confusion: the two applications identify the same line of trees and two different owners., Geoff Jones owns all of the trees identified except the two Elms that lie on the East of the tree line and WPD JY13, which appear to be on the Public footpath and not the property of Mr. Jones or nearby Fairfield House. The arboriculturist CO was informed and she has discussed the application with both the applicant and the landowners Nick Scholefield VC CMPC</p>	
<p>16/09 16/00439/TCA</p>	<p>Pyke Norton House, Norton Lane, Chew Magna 1x Poplar - reduce height and lateral extent by maximum 6 metres, back to previous reduction points, remove two low stems growing over Winford Brook, remove major deadwood and broken limbs and reshape Chew Magna Parish Council supports this application to carry out remedial works on a Poplar that appears to be approaching an unstable condition. Cllr Nick Scholefield Vice Chairman</p>	<p>No Objection</p>
<p>16/07 16/00387/FUL</p>	<p>Yates The Old Coach House, 14 High Street, Chew Magna Erection of porch to front facade. (Resubmission) The resubmission proposes an attractive porch that would enhance the street view of this prominent High Street building by using appropriate materials for the structure, and retaining the shape of the original archway. Cllr Nick Scholefield Vice Chairman</p>	<p>Permit</p>
<p>16/13 16/00713/TCA</p>	<p>Hughes Wellington House, Tunbridge Road, Chew Magna Reduce Birch crown height by 1m, spread by 2m and thin crown to remove approx 10% of living branches. Raise lower Beech branches to a height of 1-7m, thin crown to remove approx 25% of living branches and reduce crown spread Chew Magna Parish Council supports this proposal for the crown reduction and tidying up of these mature trees that have needed management previously. Cllr Nick Scholefield Vice Chairman</p>	<p>No Objection</p>
<p>16/08 16/00392/TPO</p>	<p>Wyle 6 The Orchard, Norton Lane, Chew Magna T!; Silver Birch - reduce height to 9 metres. Reduce crown to leave 4 metre radius. raise canopy to 5 metres. Crown thin 20%. Chew Magna Parish Council does not object to this proposal to reduce the span and height of a mature Birch. The location has been overdeveloped in the opinion of the PC, and most of the resulting gardens cannot support large trees. Cllr Nick Scholefield Vice Chairman</p>	<p>Refuse</p>

**c) Digital planning protocol -**

**New Planning Applications**

1. Receive email notification of new application from B&NES
2. Clerk forwards to all Councillors including the hyperlink to go direct to the online application, Clerk highlights which Councillors should definitely comment.
3. Clerk processes as normal, adding the application to our records and numbering system eg. 16/01
4. The Clerk forwards to Henleaze Web Design for the website as usual.
5. Clerk adds to agenda for the relevant month
6. Councillors view the online application and consider as usual.
7. Councillors return their comments to the Vice Chairman making certain that the reference number is clear.
8. The Vice Chairman collates the responses and writes comment to return to B&NES.
9. The Clerk sends the response to B&NES and updates our table.

**Planning Decisions**

1. Receive email notification of result from B&NES
2. Clerk circulates to all
3. Clerk updates the planning table
4. Clerk adds to agenda for the relevant month

Cllr Andrews requested that all Councillors comment on applications by email to the Vice Chairman and requested that Ward Cllr Richardson speak with B&NES to advise that some images appear sideways online and are difficult to view.

- d) Planning enforcement for permanent portacabin at East Lodge, Chew Hill 16/00190/UNDEV Patrick O'Brien, Planning Enforcement Officer will review the case**

**Item 9**

**Environmental Issues and initiatives**

- a) Flood Warden contact details  
Flood Coordinator's mobile phone number is now 07342101230. The landline remains the same for the Old School Rooms: 01275 333654  
The Vice Chairman took over the Flood Warden mobile phone while Cllr Easton was away. Cllr Easton has met with the Environment Agency regarding a re-evaluation of the warning system.
- b) The Queen's 90<sup>th</sup> birthday  
Cllr Andrews reported that the Chew Magna Society were considering lighting the beacon at King George V Playing Field on 21<sup>st</sup> April 2016 but feel that as the beacon is not central to the village the event may not be appreciated and attended. The Council agreed that celebrations in line with the street parties on Saturday 11<sup>th</sup> and Sunday 12<sup>th</sup> June 2016 would be more appropriate, a street party or a function and red, white and blue bunting in the village. The Chairman advised that the planting in the village has been suggested as red, white and

blue and is a patriotic and good idea. The Chairman and Council agreed that funds of £500.00 will be made available to the Chew Magna Society as a donation towards the parish celebrations.

**Item 10**

**Correspondence**

- a) B&NES Chairman's Parish Thank you Reception invitation Wednesday 20<sup>th</sup> April, 6pm to 7pm Keynsham, Cllr Easton will attend
- b) Letter from the Post Office regarding proposed move and branch modernisation in Chew Magna (same letter is available to all currently in the Post Office)  
The Chairman will respond.

**Item 11**

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

- a) Cllr Andrews would like to raise the 20mph signage changes
- b) Update on the enforcement notice for permanent portacabin at East Lodge, Chew Hill, 16/00190/UNDEV

Next meeting will be **the Annual General Meeting** to be held on **Tuesday 10<sup>th</sup> May 2016** at 7.45pm in the Millennium Hall

**Meeting Closed 9.30pm**

Donna McClelland, Parish Clerk 10<sup>th</sup> April 2016