

MINUTES FOR THE MEETING OF CHEW MAGNA PARISH COUNCIL

Meeting held in the Old School Room, Upper Hall
Tuesday 3rd January 2017 at 7.45pm

Present Cllr Jon Wheatley, Chairman Cllr Nick Scholefield, Vice Chairman
Cllr Lynne Easton Cllr Rodney Andrews
Cllr Ian Cox Cllr Nick Hasell
Ward Cllr Liz Richardson Cllr Heather Montague
Cllr Simon Jerrome Cllr Andy Matthews

Item 1 Apologies

Apology received from Cllr Lynne Easton (who joined the meeting at 9 pm)

Item 2 Code of Conduct - Register of Councillors' Interest

No interests declared.

Item 3 Minutes of Previous Meeting

The minutes of the previous meeting were signed by the Chairman, proposed by Cllr Hasell, seconded by Cllr Montague, agreed by all

Item 4 Public Participation

None

Item 5 Report back on meetings and progress

Councillors paid tribute to the sad loss of Councillor Doris Davis in December by observing a one-minute silence.

Cllr Davis was a true and genuine Community Champion, representing her area of the parish together with the Parish Council for well over 30 years, who fought hard for the retention of local transport services and the mobile library. Cllr Davis never sought accolade for community spirited actions, which included the Country Market, floral features and litter collection. A truly public spirited lady who will be very sadly missed.

The Chairman stated that he thought it inappropriate to consider a reappointment until after the funeral on 10 January at Chew Magna Church. Nominations after the funeral will take place for a new Councillor to look after the same areas as Cllr Davis. Flowers for the funeral to be paid for by CMPC – all Councillors were in agreement.

a) New website update

Cllr Jerrome apologised that the new website had not yet been arranged. Cllr Cox confirmed that Daniel Stevenson is happy to do the update and run the website but needs know what CMPC would like him to do. The Chairman suggested that Cllr Cox to put Daniel in touch with Clerk so that they can liaise on this. There will be a cost implication for Daniel to run the website. Cllr Cox proposed to accept this and Cllr Matthews seconded, and agreed by all.

b) Chew Valley Forum meeting to be held on Monday February 27 at 6pm.
Cllr Easton to attend.

- c) CVNP meeting - referendum planned for February 16th. Next meeting 20 February, Hinton Blewett 7.30pm
Ward Cllr Richardson displayed signs to remind residents to vote in the referendum and these were handed over to the Vice Chairman to go up 2 weeks before the referendum. Ward Cllr Richardson also has leaflets stating at what stage the CVNP is. The Chairman stated that Councillors would deliver these via the electoral register.
The Vice Chairman will attend the meeting.
- d) B&NES Core Strategy review – comments were due by 5.00 p.m. 19th December 2016
The Vice Chairman stated that he had submitted a comment relating to the JTS that CMPC welcomes additional safety measures but not improvements that would encourage more traffic onto the B3130 from the A37 junction..
- e) 2016/17 Asset Register and Zurich Insurance policy cover review
Cllr Andrews reported that the Asset Register needs reviewing and updating. And this is currently a work in progress. It seems that we are currently over insured via Zurich. Play equipment need to be assessed and some street furniture items need to be added. Cllr Jerrome said that the defibrillator and case should be added (approx. £2000).
- f) Rural Facilities Audit due 3 March 2017
The Vice Chairman and Cllr Andrews agreed to work together on this. The Chairman noted that he is planning a meeting for all of Chew Magna businesses and this will take place in February.
- g) Parish Council Airport Association – next meeting 23 March at 7.30pm, Felton Village Hall
No Councillors available to attend.
- h) Records of PC meeting minutes. Distribution of minutes.
The Vice Chairman queried if minutes need to be posted out. All councillors agreed that they are happy to receive the minutes and short agenda via email.
- i) BATHNES Placemaking plan - Main Modifications will be subject to 6 weeks public consultation next year from 5th January to 14th February
The Vice Chairman confirmed that there was nothing relevant for CMPC to comment on.

Item 6

Transportation, Highways and Footpaths

- a) Silver Street speeding issues
The Vice Chairman reiterated the decision made at December meeting that CMPC will wait for the reopening of Belluton Road before requesting installation of the traffic counter.
- b) Road Markings for the junction of Norton Lane and The Batch/North Chew Terrace and near play area
The Vice Chairman advised that we are still awaiting a report from Sadie Cox - Alcuaz regarding the road markings and he will contact her regarding both sets of markings.
- c) PC representation on Joint Transport Study (JTS)
The Vice Chairman – as 5d.
- d) Footpaths
Cllr Cox has concerns with dangerous stiles on footpath CL3/43 where steps have been worn/washed away but access is proving difficult for B&NES to repair the stiles. The Chairman confirmed that he would draft a letter to B&NES regarding this. Cllr Hasell reported 2 other footpaths, which need attention –

Pitts Lane footpath CL/342 and Butham Lane CL/373.ps (bottom portion) and he will liaise with Mike Reed on the repair of these.

Item 7 Finances

- a) Expenditure approved January
Proposed by Cllr Cox and seconded by Cllr Hasell.

Description	Amount £	Cheque Number
HMRC Emp Liab Months 7 & 8 & 9	£359.00	101968
Lynne Preece (Easton) expenses Nov/Dec	£68.49	101969
Somer Direct – Paper/Env for Clerk	£54.64	101970
SSE Contracting Oct –Dec 16	£195.46	101971
K Headlong – Clerk’s expenses Dec	£51.93	101972
E.On	£120.00	S/O
POST DATED CHEQUES 1 st February 17 as HMRC require RTI (Real Time Information) reporting submitted before PAYE date (1 st of month)		
T Hillard (Road sweeper salary January 2017)	£423.60	101973
K Headlong (Clerk’s salary January 2017)	£520.37	101974

- b) Receipts January

Description	Amount £	Cheque Number
B&NES Road sweeper Scheme January 2017	£382.13	BACS
Henleaze Web Design – s/o refund Sept – Dec 2016	£160.00	822695

- c) Set precept for 2017/18.
The Clerk presented the Council with the current figures for Expenses v Budget for the financial year 16/17 to ascertain the precept requirement for Chew Magna Parish Council from B&NES for the financial year 17/18.
The Chairman proposed that CMPC provide a grant towards the cost of OSR insurance and Cllr Cox seconded. Cllr Matthews requested Play equipment budget be increased by £1500, Cllr Easton requested flood budget to be doubled, Cllr Jerrome suggested maintenance cost for AED of £250. Clerk to make the adjustments and forward revised budget to all Councillors. The Chairman proposed keeping the precept the same as previous years at £25 000 and Cllr Andrews seconded this, all councillors were in agreement. The precept deadline for submission is 3 February 2017. Clerk to submit precept to B&NES.
- d) Kirsty Headlong to fulfil Pensions Regulator requirements as not applicable to current Parish Council employees, however, scheme offered B&NES Pension. Kirsty will contact B&NES to ensure CMPC are meeting all pension requirements.

Item 8 Planning

- a) Applications in circulation

16/53 16/05498/AR	Eggleton Water Visitor Centre & Tea Room, Walley Lane, Chew Magna Display of 2no. externally illuminated entrance signs to replace previous signs to the entrance to Chew Valley Lake picnic area and Salt & Malt Cafe and public car park. <i>Chew Magna Parish Council supports this re-submitted application.</i> <i>The sign clearly shows the Visitor Centre etc. location on the 50mph restricted highway, which is on a shallow gradient, a bend and a junction with Denny Lane.</i>
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	<i>With local testament, we consider that the signage would help make this hazardous area safer by allowing vehicles to moderate speed and indicate well before entering the site.</i>
16/54 16/05577/FUL	Watts Manor House, Battle Lane, Chew Magna Erection of new ancillary building comprising garden store and garden office. <i>Chew Magna Parish Council supports this application for a modest garden store and office, which would be unobtrusive in a well-sited position. We also appreciate the functional need for the proposal in facilitating the on-going maintenance and enhancement of the historic setting of the Manor House.</i>
16/55 16/05785/FUL	Lane Coach House, Tunbridge Road, Chew Magna Erection of a single storey rear orangery extension following demolition of existing rear extensions. Erection of detached garage. <i>Chew Magna Parish Council objects to this application. The proposed location for the garage sits obliquely in front of the main house, presently an open area with lawn and mature trees, partially blocking the view from and towards the house, so compromising the street view and the amenity of immediate neighbours. The proposal consequently disregards Greenbelt policy and probably Conservation Area guidelines.</i>
16/56 16/05793/CLEU	Jones 3 Streamside, Chew Magna Change of use of agricultural land as residential garden (Certificate of lawfulness for an existing use) <i>Chew Magna Parish Council can confirm that the parcel of agricultural land incorporated into the curtilage at 3, Streamside has been developed and maintained as a mature residential garden for many years, and so has no reason to oppose this CLEU.</i>
16/58 16/05888/FUL	Jones 3 Streamside Chew Magna Bristol Bath And North East Somerset BS40 8QZ Erection of front and side extension to create house access from road level, rear single storey extension and associated works <i>Chew Magna parish Council supports this application that proposes the addition of extensions to the existing dwelling that are intended to improve accommodation to the rear of the property and to provide improved pedestrian access to street. Although the additions are fairly extensive, we do not consider that the scheme will adversely affect either the street view or the amenity presently enjoyed by the immediate neighbours.</i>

b) Results

16/52 16/05350/TCA	Watts Manor House, Battle Lane, Chew Magna T1 Yew: Crown lift by 1m. T2 Cherry: Fell. T3 Poplar: Fell. T4 Hazel: Coppice. T5 Lime: Reduce limbs over wires & cottage by 20%. T6 Lime: Reduce limbs over road by 20%. T7 Poplar: Fell. T8 Horse Chestnut: Crown lift over road by 20%. <i>Chew Magna Parish Council supports this application, which relates to a heavily wooded area that lies to the North of the Manor estate and borders Battle Lane. The wood is overgrown and its well considered management is detailed in the application.</i>	No Objection
16/57 16/05866/TCA	Oliphant Chew Court, Stanton Road, Chew Magna, BS40 8RE 1x Conifer – fell <i>Chew Magna Parish Council does not object to the removal of this overgrown and inexplicitly placed Leylandii, which does not benefit the setting of this well, managed estate.</i>	No Objection

c) Norton lane – Cllr Andrews

Cllr Andrews reported that a double garage in Norton has been converted into work units and queried if the appropriate COU planning application had been made. The Chairman confirmed that he would draft a letter to B&NES.

d) Appeal started 22.12.16 – 16/41 16/03972/FUL

The Vice Chairman stated that CMPC had had no objection to this application but there was an objection by a neighbour due to the structure being too close to a boundary wall.

Item 9

Environmental Issues and initiatives

a) Flood report and management

Report by Cllr Easton was circulated to all Councillors prior to the meeting. Cllr Montague reported that we should soon have a Riparian Support Advisor and we will know more in March.

The Cheese and Wine event to thank flood wardens will be held at 9.30 pm after the meeting on 7 February.

b) South Parade ramp proposal

The Vice Chairman commented that it is for the applicant to draw up a plan for CMPC's consideration. The Vice Chairman will check with Ramesh Yadev to ascertain at what stage the plans are.

c) Defibrillator signage

Cllr Jerrome commented that re-siting the defibrillator would be at the CMPC's cost. The Chairman said that a decision to move the defibrillator couldn't be made until we have a decision on the South Parade ramp. Cllr Jerrome suggested a sign in the pharmacy window instructing people to ring 999 if they need to use the defibrillator, as they will need to do this to obtain a code.

d) Playground

Cllr Matthews reported that the damaged timber in the playground inspection was historical damage and that it appears to be sound. The Chairman suggested a weekly inspection of playground equipment with a signed and dated checklist. Cllr Matthews and Cllr Montague will set up a rota and checklist. Cllr Matthews requested Clerk to confirm who does annual inspection. Ward Cllr Richardson will find out what the B&NES standard is for playground inspection. The Chairman requested that it be noted in the minutes that this requires urgent action to ensure that the CMPC is meeting all the requirements for health and safety.

Item 10

Correspondence

a) Letter to HMRC and HSBC advising of new Clerk details to be signed by Chairman and Vice Chairman

Letter signed by Chairman and Vice Chairman.

b) Open spaces appeal for donation.

Councillors read the letter but agreed not to make donation.

Item 11

Any Other Information for Notification for Next Meeting

Cllr Montague has requested for car parking to be put onto the agenda.

Meeting Closed at 9.40pm

Next meeting will be held on **Tuesday 7th February 2017** at 7.45pm
The Old School Room, Upper Hall

Kirsty Headlong, Parish Clerk 3 January 2017