

## MINUTES FOR THE MEETING OF CHEW MAGNA PARISH COUNCIL

Meeting held in the Old School Room, Upper Hall on Tuesday 4 July 2017  
At 7.45pm

- Present** Cllr Nick Scholefield, Vice Chairman Cllr Easton  
Cllr Rodney Andrews Cllr Ian Cox  
Cllr Nick Hasell Cllr Heather Montague  
Ward Cllr Liz Richardson
- Item 1** **Apologies**  
Apologies were received from Cllr Matthews, Cllr Jerrome and Cllr Cornelius. Cllr Easton arrived later.
- Item 2** **Code of Conduct - Register of Councillors' Interest**  
Cllr Rodney Andrews and Cllr Hasell declared an interest in Item 7 d).  
Code of Conduct document for annual review and agreement– circulated to Councillors prior to meeting.  
All agreed that the Code of Conduct does not need amendment
- Item 3** **Minutes of Previous Meetings**  
The minutes were agreed to be accurate and were proposed by Cllr Cox and seconded by the Vice Chairman and signed by the Chairman.
- Item 4** **Public Participation**  
A Parish resident addressed the Council regarding parking in Lower Batch from the Orchard Development causing congestion, and that this area is also used by people for parking when flying from Bristol Airport. The Chairman advised that as this area is a public highway without parking restrictions then the Parish Council are not able to take any action on this matter.
- Item 5** **Report back on meetings and progress**
- a) Website – discuss Business Listing criteria  
The Council resolved to only include Businesses within the Parish in its Business Directory on the website, and to simplify the listings to include just the business name, short description and link to the business website. This was proposed by Cllr Andrews and seconded by the Vice Chairman.
  - b) Parish Charter revised draft - for discussion. Questionnaire to be completed by 31 July 2017  
The Chairman requested all responses be sent to the Clerk before the deadline.
  - c) Chew Valley Forum meeting held on Monday 3 July 2017 6pm  
Cllr Andrews and Cllr Montague were unable to attend.
  - d) West of England Rural Network – AGM Monday 17 July 2017, 4 pm to 6pm, The Baptist Hall, Tunbridge Road, Chew Magna  
Vice Chairman to attend
  - e) Parish Liaison Meeting – Wednesday 12 July 2017 6.30 pm, The Council Chamber, Guildhall, Bath.  
Cllr Andrews to attend.
  - f) PCAA meeting held 22 June 2017 – Cllr Montague attended  
Cllr Montague reported that she will be attending a meeting on 12 August 2017 where the master plan of the expansion of the airport is to be revealed and she will report back at the September meeting.

**Item 6 Transportation, Highways and Footpaths**

- a) Speeding Issues: Chew Lane, Silver Street and other areas  
Cllr Andrews reported that B&NES Highways have agreed to ask their contractor to install a speed check monitor at the corner of Tunbridge Close and Tunbridge Road facing the bridge, and that it will be moved periodically.
- b) Road marking for the junction of Norton Lane and The Batch/North Chew Terrace  
Cllr Easton is chasing this with B&NES Highways.
- c) Road closure of The Chalks on Sun 9 July for road works – for information
- d) Road closure of Denny Lane, 8am Friday 4 August to noon Monday 7 August 2017 for the Valley Fest 2017 – for information
- e) Car Parking Issues – discussion re the possibility of a working party  
The Chairman wishes this to be discussed at a later date – all agreed.
- f) Harford Square/High Street Paving – deterioration of paving  
Chairman to draft a letter.
- g) Footpaths and overhanging vegetation – Cllr Andrews  
Cllr Andrews has been advised, by residents, of overhanging vegetation on Tunbridge Road. Cllr Hasell will advise the Contractor. The Chairman requested the agreement of the Council for weed spraying of footpaths at a cost of approximately £200, all agreed.
- h) Green Screening on High Street – Cllr Andrews  
The Chairman will draft a letter to B&NES regarding the screens still being in place as the Council were advised that they would be removed once building works complete.
- i) Street-lighting – update on lights staying on during daylight hours  
The lighting remaining on is due to work on cabling by Western Power Distribution - Cllr Andrews will contact SSE contractor to discuss.
- j) Car Park – abandoned car  
Cllr Andrews has reported an abandoned car in the public car park (which is licensed and registered) to B&NES parking and is awaiting a response.

**Item 7 Finances**

- a) Expenditure approved July and August (as no meeting held in August)  
Expenditure and receipts approved – proposed by Cllr Cox and seconded by Cllr Hasell.

Description	Amount £	Cheque Number
E.On – June 2017 Street lighting	144.00	S/O
E.On – July 2017 Street lighting	144.00	S/O
Mr D W Stephenson – monthly website maintenance	40.00	S/O
Mr D W Stephenson – monthly website maintenance	40.00	S/O
Mr D W Stephenson – 2 yr domain renewal	50.40	102016
Lynne Easton – June expenses	62.25	102017
Mike Reed – Footpath Maintenance June 2017	307.00	102018
Chew Magna Primary School – Room Hire	20.00	102019
Red Hawk Training – First Aid Course for Flood Wardens	150.00	102020
HMRC – PAYE months 1, 2 and 3	218.47	102021
Mrs K Headlong (Clerk's expenses – June 2017)	47.98	102022
POST DATED CHEQUES 1 August 17 as HMRC require RTI (Real Time Information) reporting submitted before PAYE date (1 <sup>st</sup> of month)		

T Hillard (Road sweeper salary July 2017) updated to Apr 17 pay rate – includes back of £20 x 3 for Apr, May and June	492.00	102023
K Headlong (Clerk's salary July 2017)	688.44	102024
POST DATED CHEQUES 1 September 17 as HMRC require RTI (Real Time Information) reporting submitted before PAYE date (1 <sup>st</sup> of month)		
T Hillard (Road sweeper salary Aug 2017)	444.00	102025
K Headlong (Clerk's salary Aug 2017)	688.44	102026

b) Receipts July and August

Description	Amount £	Cheque Number
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- c) Quarterly bank reconciliation for agreement  
Checked and authorised by Cllr Cox and Cllr Hasell.
- d) The Old School Room – agreement for grant re insurance premium  
The Chairman conveyed his thanks to the Custodians of the building and proposed that the Parish Council provide a grant for the cost of the building and contents insurance (£2169), this was seconded by Cllr Cox.
- e) ALCA Membership – for discussion  
A resolution to join ALCA (at a cost of £215) was proposed by Cllr Andrews and seconded by the Vice Chairman and agreed by all.

**Item 8 Planning**

a) Applications in circulation

17/13 17/00910/FUL 10.03.17	Dr Angela Raffle Parcel 0034 Denny Lane Chew Magna Erection of 3 no Yurts to be used for educational and training purposes <i>Chew Magna Parish Council supports this application that is intended to further the successful education and involvement activities of the Community Farm. The existing Yurt has been established for some years without causing access problems according to the Highways report, but it is noted that the influence of the proposed increased capacity requires some clarification. The low impact structure of the yurt complex, and the proposed well screened and relatively remote placing will have minimal adverse effect on its rural surroundings or the openness of the Green Belt.</i>
17/16 17/01436/FUL 24.03.17	Dr & Mrs M Watts Manor House Battle Lane Chew Magna Bristol BS40 8PT Erection of new security fence on western boundary <i>Chew Magna Parish Council supports this planning application. The derelict, vandalized former Sacred Heart School site that abuts this listed Manor House poses an increasing security and safety risk to the Manor Estate. The proposal is to install a fence and hedge along the shared boundary, and we have been assured this is a temporary measure until the enduring problems of the school site are finally resolved. The Parish Council has agreed to make an enforcement complaint.</i> Application will be considered by the Development Management Committee at its meeting to be held on 28 June 2017 at the The Guildhall, High Street, Bath commencing at 2.00 pm <i>Ward Cllr Richardson and Cllr Montague attended and reported that B&amp;NES decision was to allow the fence and hedge to be erected.</i>
17/27 17/02458/FUL 25.05.17	Mr Martin Massey Portbridge House, Limeburn Hill, Chew Magna. BS40 8QL Erection of detached double garage <i>Chew Magna Parish Council does not object to this proposal. There appears to be hard standing for two vehicles on the proposed site, and a garage erected here would be unlikely to affect the amenity of the nearest but distant neighbours.</i>
17/28 17/02709/FUL	Mr & Mrs James Ardron 10 Moorledge Road, Chew Magna. BS40 8TB

08.06.17	Erection of two storey rear extension with single storey elements, and single storey lean-to side extension <i>Chew Magna Parish Council supports this application that has been resubmitted following pre application advice. Although we are aware that the proposed extension may be marginally larger than Greenbelt guidelines, we consider that the street view would be enhanced by the traditional lean-to structure, and similar sized rear extensions have previously been permitted in this neighbourhood. We understand that there has been no objection raised by immediate neighbours.</i>
17/29 17/02796/TCA	Nicholas Bell Vinery Corner, Harford Square, Chew Magna. BS40 8RD Cedar – remove <i>Chew Magna Parish Council does not object to this proposal. The Cedar is now out of proportion to the built surroundings. It is overbearing and threatening structural damage, but welcome the intention to replant a native tree in its place.</i>
17/30 17/03064/TCA 28.06.17	Mrs Sam Oliphant Chew Court, Stanton Road, Chew Magna. BS40 8RE 4 x Holly – remove <i>Chew Magna Parish Council does not object to this application to remove these Holly stands that we do not consider contribute to the appearance of the stately Lime tree avenue approach to Chew Court.</i>
17/31 17/03065/TCA 28.06.17	Robert Davis Prospect House, Harford Square, Chew Magna. BS40 8RA 7 x Leylandii – fell <i>These Leylandii are mainly set too close to each other, are of little aesthetic value and beginning to cause structural problems. Chew Magna Parish Council has no objection to this application.</i>

b) Results

17/20 17/02054/FUL 05.05.17	Mr R Pierce-Williams Padua Cottage 12 South Parade Chew Magna Erection of single storey rear and side extensions and front porch (Resubmission) <i>Commensurate with Chew Magna Parish Council's previous comment (12/01169/FUL) regarding this application, we have no objection to this resubmission, as we are not aware of any material change of circumstances.</i>	Permit
17/23 17/02242/TCA 11.05.17	Mr Anthony Evans North Elm Farm, Norton Lane, Chew Magna. BS40 8RW T1 Willow: Pollard to reduce height T2 Willow: fell as is dead <i>Chew Magna Parish Council has no objection to this routine management of two mature Willows</i>	No objection
17/25 17/02369/FUL 19.05.17	Mr J Ashman Rackledown Farm, North Wick, Chew Magna. BS41 8NW Proposed insertion of two new windows to existing right hand elevation at second floor level. <i>Chew Magna Parish Council does not object to this application. The proposed new windows are in similar style to the existing, and are unlikely to affect the amenity of the farmhouse's adjacent neighbour.</i>	Permit
17/24 17/02342/TCA 18.05.17	Robert Webb Highfield House, Winford Road, Chew Magna. BS40 8QE T1: Lime – Fell to expose and encourage Oak tree behind.	No objection
17/26 17/02478/TCA 24.05.17	Mr Andrew Fawkes Greystones, Butham Lane, Chew Magna. BS40 8RQ 1 x Solitary Flagpole Cherry - remove <i>Chew Magna Parish Council does not object to the removal of this unsubstantial tree. It is apparently causing problems for the owners and its removal will not affect immediate neighbours.</i>	No objection

- c) The Evergreens, Streamleaze – revised architect plans circulated prior to meeting. Resident would like Council feedback before re-applying for Planning Permission. The Vice Chairman has considered the plans and has no objection to the redrawn form. All agreed to support a new application on these revised plans.
- d) 17/01436/FUL Manor House – Committee Meeting held 28 June 2017. Ward Cllr Richardson and Cllr Montague attended and reported that B&NES decision was to allow the security fence to be erected.
- e) 16/05498/AR Chew Valley Lake Picnic Area and Salt & Malt Cafe– appeal dismissed 29 June 2017 – for information.
- f) 16/00367/UNDEV, 2 Brook Cottages, The Batch - Enforcement notice to take effect 31 July 2017. Erection of rear outbuilding without the benefit of planning permission – for Information.
- g) Norton Lane – change of use of garages. The chairman will draft a letter.
- h) Affordable Housing – draft policy for discussion and agreement. The Chairman requested that the Clerk makes enquiries to confirm what constitutes a public consultation before proceeding with the policy.

**Item 9 Environmental Issues and initiatives**

- a) Riparian Owner Support. Cllr Montague said that any riverside issues will be monitored and anything relevant will be raised at Parish Council meetings. Cllr Montague is currently compiling a history of the various watercourses and their maintenance to assist with the support for Riparian Owners. Cllr Easton reported that the Emergency Wardens have recently had first aid training, and that there will be an open session for water safety training as part of the resilience day planned for Saturday 30 September, and that a solid Emergency Plan will be in place by September.
- b) Playground. Cllr Easton advised that the replacement woodwork for the vandalism repair has been ordered and that the recent Guide event was a great success. Cllr Hasell suggested that removing 2 trees in the playground would make it more open and visible and deter troublemakers. The Chairman will refer this to Cllr Matthews.

**Item 10 Correspondence**

- a) Email from resident regarding litter pick date. The Chairman requested that the Clerk place a sign on the noticeboard asking for volunteers for a Parish litter picking team. A date for the task will be arranged.
- b) Email notification of Village Safari Supper on 30 September in the evening – for information.
- c) Email from resident regarding extended parking on roadside verges. The Chairman will make enquiries to see if he can ascertain who is parking for extended periods.
- d) Neighbourhood watch letter. Copy placed on noticeboard.
- e) Letter from B&NES re Parish Charter and Community Empowerment Fund. Copy passed to Cllr Easton.
- f) Pine Court Car Park Issues. The Clerk will contact B&NES regarding remarking of the hash signs, car park layout and litter issues.

**Item 11**

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

The Chairman requested a resolution for the summer break that he and the Vice Chairman have the Councils authority to act on issues, which might arise. This was proposed by Cllr Cox and seconded by Cllr Andrews, all agreed.

**Meeting Closed at 9.30 pm**

**Next meeting will be on Tuesday 5 Sept 2017  
7.45pm The Old School Room, Upper Hall**

Kirsty Headlong, Parish Clerk 18 July 2017