

MONKTON COMBE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

Held in the Village Hall on 6th August 2012 at 7.15pm

Parish Council: Cllr Gavin Douglas (Chairman) (GD), Cllr Lyn Alvis (Vice-Chairman) (LA), Cllr Des Wighton (DW), Cllr Peter Bossom (PB), Mr Ian Russell (Clerk)

Others Present: None

1 a. **TO RECEIVE APOLOGIES:** None

2 **DECLARATIONS OF INTEREST RE AGENDA:** None

3 **MINUTES:**

a. **Minutes of Ordinary Council meeting held on 18th June 2012** were approved and signed by Chairman of Council.

4 **Bills and Accounts**

a. **Payments:**

02.07.12	825a	Ian Croker	Village Cleaning	243.82
06.08.20	825	CPRE	Annual Subs	29.00
06.08.21	826	Lyn Alvis	Ian Croker Mower fuel	7.01
06.08.20	827	Clerk	Salary June/July	173.46
08.2012	828	Clerk	Expenses	32.03

b. **Receipts:**

22.06.12	255	HMRC	VAT Refund 2011-12	57.74
29.06.12	255a	Nat West	Interest	1.76
10.07.12	256	B&NES	Village cleaning	243.82

c. **Account Balances as at 30.07.2012**

Current	£100.00
Reserve (MCPC)	£10,042.92
Reserve (Miss Davis)	£3,597.74

d. **New signatories for bank accounts –**

“It was resolved that the Authorised signatories in the current Mandate, for the Council’s NatWest Bank account detailed in section 2 of the bank’s form NWB50101, be changed in accordance with section 5 of the same form (copy held on file).” Des Wighton, Peter Bossom and Ian Russell to be made co-signatories. Alison Bossom and Kevin Murphy removed.

Clerk

Action: Clerk to send form to bank

5 **PLANNING**

a. **10/02577/FUL Monkton School:** Course of old Somerset Coal Canal – change of use from Car Park to stationing 15 touring caravans for up to 7 days each year
Delegated – Decision still pending

b. **12/00513/VAR Viaduct Hotel, Brassknocker Hill BA2 7JD:** Variation of condition 14 of application (Conversion to 9 no. residential units with associated parking (Revised proposal) (Retrospective) **Permitted - 20/04/2012**

c. **12/02335/REM Westfield House, Summer Lane** Application for removal of restrictions of use of annexe previously imposed. **REFUSED 20/07/2012**

NOTE: The Council expressed its disappointment at this decision by the planners.

GD

ACTION: The Chairman will visit the house owner

- d. **11/0524/FUL 6 Southview:** Request for siting of skip in parish car park – email sent by Chairman 24/06/12. This is not now happening. Instead, the chairman spoke to Emery's and agreed verbally with them that a bollard and notice could be sited in the parking bay adjacent to the entrance on those days when a delivery is expected. Instead, it was noted that Emery's have placed a permanent notice suggesting that the parking bay is now a loading bay. This is not as agreed.
GD ***ACTION** – Chairman will speak to Simon Emery about signage on parking bay and request that it be changed to that which was agreed.*
- e. **12/01984/REN 12 Mount Pleasant:** Renewal of application for 2 storey extension.
PERMIT 27/06/12
- f. **12/02871/TCA Combe Grange / 1 Ivy Cottages, Shaft Road:** Removal of 1 of 4 Leylandii
NO OBJECTION FROM B&NES – 11/07/12. One tree has now been removed.
- g. **11/05199/REG03 Ralph Allen School:** Erection of All Weather pitch and Applied Learning Centre **PERMIT 10/07/12**
- h. **Barn in Summer Lane:** Removal of hedge and extension of hard standing with post holes: Clerk contacted council on 24/07/2012 to query the planning position on this apparent development. B&NES Planning Enforcement officer has viewed site and will write to landowner to enquire as to his intentions.
Clerk ***ACTION:** Clerk will follow up with officer*
- i. **12/02773/FUL Ralph Allen School:** Erection of single storey replacement to storage and bike sheds
Council do not object in principle but are unhappy with Polycarbonate materials as they deteriorate rapidly. Ask if school would please consider more appropriate and attractive materials.
Clerk ***ACTION** – clerk to send in Parish Council response.*
- j. **Planning applications in the parish:** Parish Council is NOT being sent hard copies of applications for neighbours to view
Clerk ***ACTION** - CLERK to ask planners to send hard copies of all relevant planning applications for taking to neighbours; and inform neighbours of planning applications*
- k. **Closed footpaths in area above Tucking Mill**
Clerk ***ACTION** – Clerk to write to B&NES footpaths officer to inform her that residents in Tucking Mill are concerned about footpath closures in the valley above their homes, and to ask if these are permanent or temporary closures.
Note: these paths cut across three parish boundaries.*
- l. **Satellite Dishes appearing within conservation area** – people in the parish are complaining about the increasing number of satellite dishes appearing within the conservation area. It is understood that planners say that dishes must not be visible from highway if in conservation area. The owner of 3 Church Cottages has apparently erected one on the base of a chimney which can be seen from the highway.
LA ***ACTION:** LA will speak to owner and inform him of complaints and ask if he would either apply for planning approval or move it out of sight from the highway.*
- m. **12/00111/FUL Combe Grange, Shaft Road.** Councillors were informed to expect new plans coming back – GD announced that he will withdraw from discussions when they arrive, as he has an interest.
GD ***ACTION:** Chairman will ask Case Officer Jonathan Fletcher to send plans to MCPC.*

- 6 **MATTERS ARISING FROM MINUTES OF MEETING 3 MAY 2012**
- a. **Item 1.d.** Register of Interest' Forms were completed and returned by PB, GD, DW.
- b. **Item 4.g Barclays Bank**
Clerk, **ACTION:** Clerk to arrange meeting with GD & LA at Barclays Bank for completion of
GD, LA transfer of banking arrangements and arrange additional signatories.
- c. **Item. 6.g Playground Nut Caps from Cradle Swing seat**
Clerk **ACTION:** Clerk to contact supplier for repair
- d. **Items 7.e, 8.b, 8.d Meeting with Monkton School Bursar (See item 9.c below)**
- e. **Item 7g – 10/05151/FUL MCS Governor's Field**
Clerk **ACTION:** Clerk to write to B&NES to ask what is the latest with regards to Governors' Field
- f. **Item 6.k – Drainage in Shaft Road:** Owners of Prospect Cottage do not want the drain-hole under the boundary wall to be cleared from their field side as water running into their field water-logs it. There are no drains in Shaft Road so rain water floods down Shaft Road, and now that the hole is blocked, flows down the drung below Prospect Cottage.
GD **ACTION:** GD to contact B&NES Highways officer, Nick Sperring about Shaft Road drainage problems
- g. **Item 8e – Third Parish notice board.** Garage owner has agreed to locate a notice board on the garage site.
Clerk **ACTION:** Clerk to meet owner (Martin Humphries) to discuss, then price a suitable board.
- h. **Item 11.b Gift To Jane Angell –** this has been purchased by councillors and will be given to Jane.
GD **ACTION:** GD to send card and gift.
- 7 **HIGHWAYS & FOOTPATHS**
- a. **Ragwort Growing in verges.** Clerk has contacted B&NES to request clearance.
GD **ACTION:** GD to ask B&NES Highways officer, Nick Sperring about this too
- 8 **ITEMS FOR DISCUSSION**
- a. **New NALC Code of Conduct for Parish and Town Councils –** awaiting paperwork from B&NES Monitoring Officer for Register of Members' Interests
Clerk **ACTION:** Deferred to next meeting's agenda
- b. **Schedule of maintenance**
Clerk **ACTION:** Deferred until 8c complete
- c. **Roles and Responsibilities**
PB; All **ACTION –** Councillors all score each item on a scale of 1-10 of items they are keen to do – 10 being highly enthusiastic. **PB to co-ordinate**
- 9 **REPORTS FROM CLUSTER/LIAISON/VPA /BATH PRESERVATION TRUST & OTHER MEETINGS**
- a. **- BPT:** Wed 20th June 10.00am – LA and DW unable to attend
LA **ACTION –** LA to contact secretary and ask for minutes
- b. **- Parish Liaison meeting:** Wed 20th June, 6.30pm at Guildhall – LA & PB
Meeting papers and Minutes in Red Box

- c. - **MCPC meeting with MCS Bursar, Amanda Cracknell:** Meeting went well.
Outcomes and items discussed:
- May be more meetings with new Planning Advisers – possibly meet once a term with MCPC.
 - Blue Shipping containers on the 'Clank' – full of stored items – no plans to remove them until emptied.
 - Road Safety:
GD ACTION: *Chairman to contact to B&NES Highways Officer, Nick Sperring, about worn road safety markings on road by school and school chapel – very dangerous area. Suggest meeting with MCPC & Bursar to review.*
 - Plants obscuring view to right at bottom of Shaft Road. Bursar agreed to address this
 - Music Block stairwell lighting permanently on and visible to Mill Lane residents.
 - Parking issues in and around village
 - Shrubs overgrown at bottom and to right of Shaft Road.
 - Ragwort by tennis courts, along Church Lane, and in the Clank
 - Possible widening of pedestrian access to Clank round side of Gate under the viaduct (to be made wide enough for pushchairs and bikes as it is a cycleway).
Music Block – Roof air conditioning plant is an eyesore.
- GD ACTION:** *Chairman to email Amanda to ask for update on meeting agenda items*
- 10 a. **CORRESPONDENCE RECEIVED:**
Martin Hellyer – B&NES Environmental Services – two requests for us to send Public Liability Insurance certificate. (15th June 2012 and 18th July 2012) – Clerk replied both times. Certificate was sent by email on 16th June.
- b. **JPAG guidance on Safeguarding Public Money – Two signature rule for bank accounts:** Clerk informed councillors that new legislation and guidance is being prepared to abolish the two signature rule on public body bank accounts, so that modern and online banking methods can more easily be used to manage accounts. Councils are strongly urged not to implement this until strong accounting safeguards are in place.
- 11 a. **ANY OTHER BUSINESS:**
Tidy up village: Some suggestions were made.
- **Repaint phone box & pillar box**
Clerk ACTION – Clerk to investigate what is the correct colour for repainting; to seek permission from BT & Royal Mail, and to seek three quotes for repainting
- b. - **Remove redundant notice boards** – e.g. Board donated by Hawk & Owl Trust - by church gate.
Clerk ACTION: Clerk to investigate if it is still used and if so, if it can be repaired.
- c. **CPRE:** has largest membership in B&NES, but has no local committee.
All ACTION: *Let councillors know if anyone locally would be interested in forming a local committee / action group.*
- 12 **DATE OF NEXT MEETING**
Monday 17th September 2012, 7.15pm
There being no further business, the Meeting closed at 22.10hrs