

MONKTON COMBE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

Held in the Village Hall on 18th March 2013 at 7.15pm

Parish Council Members Present: Cllr Gavin Douglas (Chairman - GD), Cllr Lyn Alvis (Vice-Chairman - LA), Cllr Des Wighton (DW), Cllr Ross Buchanan (RB)

Absent: Cllr Peter Bossom (PB)

Others Present: Mr Ian Russell (Clerk)

- 1 a. **TO RECEIVE APOLOGIES:** Cllr Peter Bossom, Councillor Neil Butters

2 **Declarations of interest and dispensations**

- a. To receive declarations of interest from councillors on items on the agenda: **NONE**
 b. To receive written requests for dispensations for disclosable pecuniary interests (if any): **NONE**
 c. To grant any requests for dispensation as appropriate: **N/A**

3 **MINUTES:**

- a. Minutes of Ordinary Council meeting held on 14 January 2013 were approved and then signed by Chairman of Council.

4 **Bills and Accounts**

a. **Payments:**

01/02/2013	854a	Ian Croker	Village Clean	243.82
02/03/2013	854b	Ian Croker	Village Clean	243.82
18/03/2013	854	ALCA	Annual Subs	50.63
18/03/2013	855	S&S Home Solutions (Steve Cox)	Fit new Parish Notice board in Mount Pleasant	75.00
18/03/2013	856	Ian Russell	Salary February	86.73
28/03/2013	857	Ian Russell	Salary March (post dated)	86.73
18/03/2013	858	HMRC	PAYE Jan - Mar	64.80
18/03/2013	859	Notice-It Ltd	New notice board for Mount Pleasant	445.00
18/03/2013	860	Ian Russell	Clerk's expenses to 18/03/2013	22.58

b. **Receipts:**

11/02/2013	266	B&NES	village cleaning	243.82
13/03/2013	267	B&NES	village cleaning	243.82

c. **Bank Balances as at 28.02.2013**

Current £100.00

Reserve (MCPC) £14,304.78 inc. £5,102.33 from Barclays Bond account now closed

Reserve (Miss Davis) £12,303.73 inc. £8705.54 from Barclays Davies Bond now closed

Clerk ACTION: Clerk to investigate possible bond accounts for reinvesting the Reserves.

- d. **Precept 2013 – 2014** – Received letter from B&NES dated 06/02/2013 confirming Precept of £3,490 plus grant of £110, totalling £3,600 for coming year.

- e. **Section 137 Expenditure limits 2013-2014 confirmed by DCLG:** - £6.98 per registered elector; (£6.98x267=£1863.66 as of 01/02/2013)

Approved and signed Wednesday 8th May 2013 Chairman

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PLANNING

- a. **12/05557/FUL** Combe Grove Manor Hotel Replacement of two internally illuminated, inflatable tennis court covers
12/05558/LBA
MCPC RESPONSE 08/02/2013: 'Further to our response dated the 16/01/2013 where we had no objection as long as the replacement domes were indeed like-for-like, more detailed information has become available regarding the material proposed for the covering of the two new tennis domes. The plastic material covering allows daylight through and therefore we can only conclude that artificial light will be emitted during the hours of darkness. This light pollution is totally unacceptable in this Green Belt position. The actual structures of the proposed domes are, in themselves, acceptable but these replacements are not "like for like" as indicated within the application, since the previous domes entirely contained light within, which is essential. We must therefore object to this application.'
Received further email 08/02/2013 from Knight Frank confirming that fabric would be same as before and so MCPC then withdrew its objection
14/02/2013 – APPLICATION 05558/LBA WITHDRAWN
15/02/2013 – APPLICATION 05557/FUL Permitted

b.

Oldfield Rugby Club Commercial Use of Car Park

Bob Allard (BathNES Planning) investigated as of 15/01/2013

Email Response: 'Further to your recent e-mail in which you raised concerns over the use of the car park located at the above premises off Shaft Road I have made enquiries into this matter and can advise you as follows.

Planning Permission No 5962/B was approved on the 8th July 1980 for the erection of the Clubhouse and associated car park. No conditions or restrictions were placed on the use of the car park. I have written formally to the Chair of Oldfield Rugby Club and he has advised that the car park at the club is being used by contractors' vehicles Monday to Friday. These contractors leave their vehicles on the car park and are mini bussed to Bath University. The number of contractors' vehicles that park in the car park varies between 10-30 daily. I am informed that the car park can accommodate up to 120 vehicles. This arrangement with the Club is temporary and due to finish in the summer when the works are completed at Bath University.' (Rob Allard)

Clerk **ACTION: Clerk to write to Rob Allard and ask why conditions for use of the clubhouse do not also relate to car park?**

c.

12/04570/LBA Ivy Cottage Internal and external alterations to include the erection of a single storey garden room extension. **CONSENT GIVEN 29/01/2013**

d.

13/00016/RFREM Westfield House, APPEAL: Removal of condition 2 of application 07/01390/FUL Allowed on appeal 5th November 2011 to allow use of the first floor area of the extended coach house to be used as a separate dwelling (Renovations and extension of former coach house/gardener's rooms to form annexe to Westfield house and demolition of timber shed)
Clerk **ACTION: Clerk to send the previous response made to BathNES Planners to Planning Inspector. RESPONSE SENT 19/03/2013**

e.

13/00152/LBA The Viaduct Bridge Replacement of drainpipes
CONSENT GIVEN 15/03/2013

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MATTERS ARISING FROM MINUTES OF MEETING 12TH NOVEMBER 2012

a. **Item 4.d. Items requiring attention/repair:**

The Lock Up – stone work and roof repairs

Clerk **ACTION: Clerk to contact English Heritage and ask them to survey the Lock Up and provide guidance for maintenance and repairs**

b. **The Bus Shelter** – repairs to roof and timber

Clerk **ACTION: Clerk To Arrange Quotations**

- c. **Retaining Wall separating Church Road from the Miss Davis Garden** – survey and repair as required
GD **ACTION: GD to create a specification for wall repairs**
Clerk **Clerk To Arrange For Quotations**
- d. **Fence at rear of Village Hall** – needs replacing
GD **ACTION: GD to contact Emery's to see if / when they will be moving the temporary field fence, and to ask if they would use it to replace the broken fence behind the Village Hall**
- e. **Playground Equipment** – routine maintenance; possible replacement of worn items.
Clerk enquired of BathNES and they confirmed that they carry out quarterly safety checks of playground equipment, and that they employ Zurich to carry out independent annual safety inspections. There is currently no charge to the parish council for these checks.
- f. **Item 5.k. Residential caravan parked in A36 Lay-by**
Clerk has contacted BathNES and they will be contacting the Highways Agency (HA) and Andrew Plummer of the Cleansing Enforcement Team.
LA &PB also raised it at the VPA Highways Meeting. Both HA and Police are aware.
ALL **ACTION: Keep monitoring the situation**
- g. **Item 6.f. Satellite Dishes appearing within conservation area.**
LA Spoke to the owner again but he is not interested in taking action
ALL **ACTION – Council will continue to monitor redundant aerials in the village**
- h. **Item 6.g. Drainage in Shaft Road**
GD contacted Nick Sperring and will chase him again. Surveys have been carried out but not much seems to have happened. Owner of wall in Shaft Road has dug out the drain under his wall. This has helped.
GD **ACTION: GD will speak again to NS**
LA **ACTION: LA to investigate water problems in Brassknocker**
- i. **Item 6.j. Church Drung overgrown and fencing deemed possibly dangerous.**
The owner of the adjacent land has now cleared the overgrowth.
Council remains concerned about the condition of the iron fence to the West of the drung.
GD **ACTION: GD still to survey the Drung fence and discuss any necessary repairs with the owner.**
- j. **Item 6.o. Junction of A36 and Lowerstoke (road to Bradford-on-Avon) – no fence or barrier on right at junction.** Clerk has received further emails from concerned local people.
Received an email response from BathNES, from: **George Bottin**; Friday, March 15, 2013:
'Regrettably the wooden fence line is not the responsibility of the Authority. This matter was investigated before when it was raised by the Parish Council. Its purpose is not to offer protection to motor vehicles unlike the crash barrier on the opposite side. The request for a crash barrier at this location has been noted by my colleagues in the Traffic and Safety Team.'
Clerk **ACTION - CLERK to Contact H&S TEAM and request a crash barrier-type fence be installed.**
- k. **Item 6.l. 30 MPH limit in Brassknocker**
Clerk **ACTION: Clerk to write to David Boardman again in April so he can raise it with B&NES**
- l. **Item 8.h. Use of Village Noticeboards by other organisations.**
Clerk **ACTION: PARISH COUNCIL to fund a new board to replace the Hawk & Owl Trust;**
DW **Village Hall Committee to be approached to pay for installation;**
Board to contain a wooden header stating 'Monkton Combe Village Notices'.

- m. **Item 8.c. Community Orchard**
DW has been approached again and offered a tree.
DW **ACTION: DW will follow up**
- n. **Item 9.f. Winter Snow Clearance.** Clerk confirmed that a councilor cannot be employed by the council.
- o. **Item 9.g. Mill Leat. Bath NES Footpaths officer replied re the safety of the open rail fencing beside the bridleway adjacent to Mill Leat and the email response was:**
'Following our telephone conversation regarding the safety of path users on the above bridleway, having spoken with my colleagues and Team Leader, it would appear that there are similar situations to this on several Public Rights of Way and the existing rail is thought to be adequate. If however, the Parish Council would like them improved and would be willing to pay for any work involved, I could get a quote for the works and seek permission from the landowner.'
No further action to be taken.
- p. **Item 9.h. Verges and signage (roads and paths)**
RB contacted council connect – nothing has happened,
RB **ACTION: RB will chase**
- q. **Item 9.i. Footpaths and bridleways, stiles etc –** Barbed wire beside footpath leading to second bridge. Clerk asked footpaths officer for advice. She replied that she would not be concerned given the width of the bridleway. **No further action.**
- 7 **HIGHWAYS & FOOTPATHS –** nothing to report.
- 8 **ITEMS FOR DISCUSSION**
- a. **Review of MCPC Standing Orders – AGREED** (NB - these changes will be made at the APCM)
- b. **Review of MCPC Financial Regulations – AGREED** (NB - these changes will be made at the APCM)
- c. **Asset Register - AGREED** (NB - these changes will be made at the APCM)
Clerk **ACTION – Clerk to complete as far as is possible**
- 9 **REPORTS FROM CLUSTER/LIAISON/VPA /BATH PRESERVATION TRUST & OTHER MEETINGS**
- a. **B&NES Area Group of ALCA – 30/01/2013 7.30 – DW** (Report circulated)
- b. **Parish and Town Council Place-making Plan Workshop – 02/02/2103 – PB/DW** (Report circulated)
- c. **BPT Environs Committee – 12/02/2013 – LA Reported**
- Fullers Earth Site likely to go to Public Enquiry
- Strategic Director taking over from Glen Chipp will be Louise Frau who takes over in April
- Planning – if a case officer disagrees with an application that a PC is happy with, then it will be referred to Gerry Curran
- Conservation Reviews – Englishcombe, Combe Hay and Southstoke being undertaken, but very slowly.
- Electronic Notices proposed on A36 – many objections
- d. **PACT Meeting – 18/02/2013 – LA reported**
- e. **VPA meeting with Highways - 19/02/2013 – LA Reported**
- Atkins Scanska Reps there. Reporting forms to be made available for neighbours near an

accident site to complete – another meeting to be called.

- f. **Parish Liaison Meeting - 20/02/2013 – LA (Minutes circulated 28/02/2013)**
- g. **VPA Meeting – 21/02/2013 – DW Reported**
- h. **Meeting between LA, GD & MCS Bursar (Amanda Cracknell) – 25/02/2013 (Report circulated by GD 05/03/13)**
- **Mill Lane Closure by Wessex Water** – it was noted that the school will not be allowing Mill Lane residents to exit the bottom of the lane via the Mill Car Park when the lane is closed at the top by Wessex Water. The gate will be kept locked.
- **Temporary Use of Mill Lane to divert Cycle path on opening day of the SusTrans Cycle way:** MCS have asked for the Cycle Path running down the side of the Gymnasium to be temporarily diverted down Mill Lane on the opening day of the SusTrans Cycle Route as they expect a large number of cyclists that day.
- **New Governors' Field Car Park** – MCPC asked if it might be possible to increase landscaping to partially screen the vehicles
- **Lighting Around School** – MCPC expressed concern about the increase of sodium lights around the school, and the detrimental affect this has on the valley. MCS agreed to review this.
- **Unightly Air-Con plant on the roof of new Music Block** – MCS reported that Architect Nick Shipp has presented some options to the school to improve this. To date, he has not heard back from the school.
- **Containers on the Clank** – MCPC again expressed concern at these unsightly temporary buildings. MCS reported that they may be planning to remove them. Outcome currently uncertain.
- **MCPC again invited the school to nominate a person who might be invited to become a councillor.**
- i. **Parish Cluster Meeting – 12/03/2013 – LA reported back**
- j. **Health & Safety Inspection Reports:**
Grit bins – RB – has been unable to check the bins.
ALL ACTION: Councillors offered to help with this.
- k. **Village litter bins** - GD confirmed that all bins are in good order
- 10 **CORRESPONDENCE RECEIVED:**
- a. **Letter from DCLG dated 07/02/2013 – 'REMOVING UNNECESSARY RED TAPE: COUNCIL TAX SETTING'** (emailed to members on 08-02-2013)
- b. **Letter from Donald Gorrie, 08/02/2013,** (Church Warden, St Michael's Church, Monkton Combe) concerning their proposed new Hospitality Suite
- c. **Letter from Freshford & Limpley Stoke Councils - 20/02/2013 - re Cross-border Neighbourhood Plan**
- d. **Letter from Highways Agency - 05/03/2013 -** announcing closure of A36 between Brassknocker and Claverton for maintenance - 08/03/13 to 14/03/13 between 8.00pm and 6.00am (Dates later changed due to cold weather)
- e. **Letter from NALC – 07/03/2013** – asking that PCs write to their MPs to ask them to attend LOCAL DEMOCRACY APPG LOCAL GOVERNMENT FINANCE MEETING IN PARLIAMENT – 24 APRIL, 2013
Clerk ACTION – Clerk to Write to MP

- 11**
- ANY OTHER BUSINESS matters for report:**
- a. **Clerk** Letter from Vernon Hitchman (08/03/2013) re increasing the number of councillors
ACTION – To be put on Annual Parish Council Meeting agenda

 - b. **LA** Parish use of MCS Defibrillator (LA) – Offered by School for village use
ACTION - LA will find out more

 - c. Letter from Neil Butters 18/03/2013 suggesting village might contribute content to ‘U Turn Round’ device to be installed on Two Tunnels Path north of the viaduct.
- 12**
- DATE OF NEXT MEETING**
- a. **ANNUAL ASSEMBLY OF ELECTORS – Wednesday 8th May 2013 at 7.00pm, in Village Hall**

 - b. **ANNUAL MEETING OF THE PARISH COUNCIL - Wednesday 8th May following APM, in Village Hall**

 - c. **NEXT ORDINARY PARISH COUNCIL MEETING – Monday 10th June 2013 at 7.15pm in Village Hall**
- There being no further business, the Meeting closed at 22.25 hrs**

Approved and signed Wednesday 8th May 2013 Chairman