

**MONKTON COMBE PARISH COUNCIL**

**Draft Minutes of the Annual Parish Council Meeting  
Held in the Village Hall on 8<sup>th</sup> May 2014 at 8.30pm**

**Parish Council Members Present:** Cllr Gavin Douglas, Cllr Lyn Alvis, Cllr Des Wighton, Cllr Ross Buchanan, Cllr Ann Stewart, Mr. Geoff Davis - Clerk

**Others Present:** Simon Call, Peter Duppa-Miller – Internal Auditor

**1 187 Election of Officers – Chairman and Vice Chairman**

Gavin Douglas indicated that he was willing to stand again as chairman. He was proposed by Cllr. Lyn Alvis, seconded by Cllr Des Wighton, and his election was carried unanimously. He and the clerk then signed his declaration of acceptance of office.

Des Wighton indicated that he was willing to stand as vice chairman. He was proposed by Cllr. Gavin Douglas, seconded by Cllr Lyn Alvis, and his election was carried unanimously. He and the clerk then signed his declaration of acceptance of office.

**2 188 To receive apologies for absence –** Ward Councillor Neil Butters sent apologies as he was attending a B&NES full council meeting.

**3 189 Declarations of interest and dispensations –** None.

**4 190 Confidential Matters -** None

**5 191 MINUTES:** Minutes of Council meeting held on 20<sup>th</sup> March 2014 approved and signed by the Chairman.

**6 192 Parish Councillor Vacancy -** The Clerk reported that the two vacant positions had been duly advertised on the Parish Notice boards, that no electors had called for an election, and that therefore the Council should now fill the vacancies by co-option. The Chairman affirmed that Simon Call was willing to stand as a Parish Councillor, and he duly proposed his nomination. This was seconded by Cllr Des Wighton, and the election of Simon Call as Councillor was carried unanimously. He and the clerk then signed his declaration of acceptance of office.

**7 193 Accounts for year ending 31<sup>st</sup> March 2014 –** The council approved the accounting statements for the year ending 31<sup>st</sup> March 2014.

**194 Review and Adoption of Standing Orders, Financial Regulations, Asset Register, Risk assessment –** These documents as reviewed at the previous meeting were agreed and adopted by the Council and the chairman signed each document. The council delegated determining insurance values to Cllr. Ross Buchanan and the Clerk, and instructed the clerk to obtain quotations for the revised insurance cover.

**195 Auditors Report –** The Internal Auditor presented a verbal report and will present a full written report to the clerk within the next few days. The Internal Auditor confirmed that he was willing and able to agree all of the Internal Control Objectives on the Annual Return.

**196 Completion of the Annual Return –** The Chairman read the Annual governance statements and the council approved each one. The Chairman and the Clerk then signed the Annual Return accordingly.

**8 197 Financial Matters -** Payments for Approval

Payments made as standing payments or approved at the previous meeting:

02/03/2014	905a	Ian Croker	Village cleaning	243.82
27/03/2014	908	Mr. G. Davis	Parish Clerk 23/2 - 29/03/14	202.00
27/03/2014	909	HMRC	Quarter 4 PAYE Payment	131.40
31/03/2014	910	Shelley Signs Ltd	Two Tunnels Geology Board	1290.00
01/04/2014	911a	Ian Croker	Village cleaning	243.82
09/04/2014	911	Valley Parishes	Membership 2014-15	100.00
09/04/2014	912	BB Interpretive	Carriage Batwings TTG Project	9.60
24/04/2014	913	Mr. G. Davis	Parish Clerk 30/3 - 26/4/14	161.68
30/04/2014	914	Jeff Avis	Vegetation Clearance works 10/3 to	75.00
30/04/2014	915	Lyn Alvis	Road Marking paint for car park and	48.00

Receipts since previous meeting:

03/04/2013	1	B&NES	Parish Precept & grant	2500.00
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**Bank Balances as at 31.04.2014**

<b>Current</b>	<b>£5,255.17</b>	<b>Bath Building Society</b>	<b>£8,000.86</b>
		<b>Bath Building Society (Miss Davis)</b>	<b>£12,306.65</b>

Approved and signed Monday 21<sup>st</sup> July 2014 ..... Chairman

- 9 **Parish Matters and Works**
- 198 **Parish Councillors' Individual Responsibilities**  
Parish Councillors individual responsibilities were discussed and councillors asked to consider which area they were happy to cover, to be agreed at the next meeting. The issue of planning decisions was discussed and it was resolved that for all applications the clerk should refer the application to the councillor living nearest to application site and circulate details to all others. It then being the responsibility of the nearest councillor to agree the response to the Planning Authority with the clerk.
- 199 **Two Tunnels Sound-Store device & Geology Board** – The project is now complete and both the Geology Board and the Sound Store device are installed. A small invoice is expected for the installation work, and once received and paid the whole project will be concluded. It is expected that there will be surplus funds from the WCI grants.
- 200 **Repairs to Village Lockup** – Work has ceased following the liquidation of Nimbus Conservation. The clerk is in negotiation with the liquidator to get the remaining works completed so the settlement of the outstanding invoices can be resolved. No payment has yet been made, and it is being held until the works are complete.
- 201 **Broadband Improvements for Monkton Combe** – Cllr. Des Wighton is awaiting a response from his meetings British Telecom.
- 202 **Neighbourhood Watch** Cllr. Lyn Alvis reported on the progress from recent meetings.
- 203 **Playground Inspections and Maintenance** – Quotations for the repairs to the railings were obtained by Cllr Des Wighton. It was agreed to proceed with the quotation from Keynsham Welding at a cost of £2,050 including VAT. Cllr. Des Wighton will ask B&NES Council to treat the playground surface. Ward Councillor Neil Butters has indicated some small funds available to upgrade playground equipment which the council will progress with him.
- 204 **Historic Documents** – Cllr. Des Wighton will collect these from Peter Bossom where they are currently.
- 10 **Planning**
- 205 **Core Strategy** - The Hearings for the Core Strategy Examination have now completed having run from 25<sup>th</sup> March to 9<sup>th</sup> April. It is expected that his report and recommendations will be issued in July.
- 206 **Place-Making Plan** - The Parish Council is working on the requests for further information and detail in particular relating to natural or built environment assets, and Green Infra-Structure Assessment.
- Applications Received** - None
- 207 **Planning Decisions by B&NES**  
**13/05237/REN - Monkton Combe Garage, Warminster Road, Monkton Combe, Bath** - Renewal of 03/02202/FUL (Redevelopment of site to provide 2 houses). The Parish Council has NO COMMENT to make. Target Decision date 28/01/2014. **PERMIT**  
**14/00639/TCA - Dunelm House, Mill Lane, Monkton Combe, Bath, BA2 7HD** - Laburnum (T1) which has become too large for current position and low amenity value. To be replaced by two fruit trees (apple, pear) up to 5m high on same side of path, exact position to be determined. NO COMMENT to make. Target Decision date 25/03/2014. **NO OBJECTION**
- 208 **Decisions Pending**  
**13/01737/LBA – Combe Grange, Shaft Road, Monkton Combe, Bath** - Internal alterations for works to restore and refurbish existing fire places and surrounds. NO OBJECTION. Decision date 21/08/2013
- 209 **Other Planning Matters to Report**  
**The Stables Waterhouse Lane** – Replacement Buildings and Mobile Home. Visibility and screening of the development. Wiltshire County Council has inspected the site and enforcement action is pending.
- 11 **Highways and Footpaths**
- 210 **Road Closures** - Nothing further to report.
- 211 **Variable Message Sign – A36** – The council remains unconvinced of the necessity of this sign, but if there is to be one then the proposed location represents the 'least worst' option. The clerk was instructed to respond accordingly to the consultation.
- 212 **Rural 20 mph speed limit programme** – This is only thought appropriate if it can be applied to the whole of Tucking Mill lane, Shaft Road, and Summer Lane. The clerk was instructed to respond accordingly.
- 213 **Combe Down Tunnel to Tucking Mill Viaduct** – The Chairman will discuss the link between the footpaths with Ward Councillor Gitte Dawson.

**214 Brassknocker crossroads** – The council will continue to press for ‘Slow’ signs on the upward direction approaching this crossroads.

**12 Reports**

**215 VPA, Bath Preservation Trust & any other Meetings** – It was reported that the Bath preservation Trust is pressing for the Green Setting of the City of Bath status to apply around the whole of the city. The VPA will discuss the new proposals for the A46 – A36 link road at their meeting on 22<sup>nd</sup> May.

**13 Correspondence Received**

**216 Consultation – B&NES Statement of Licensing Policy** – The council does not wish to respond.

**217 Letter from Di Franks Re: website** – The chairman will contact her to discuss her complaint.

**14 Other matters to report**

**218 Disturbance and Antisocial behaviour at Tucking Mill** – The problems which previously occurred were thought to have been resolved at a meeting last August. However, these have re-occurred and give significant safety as well nuisance concerns. The major issues being cyclists leaving the cycle route via the footpaths either side of the viaduct; people walking along and sitting on the edge of the parapet; stones being thrown from the viaduct and striking on people below. The Parish Council is extremely concerned over this matter and the clerk is instructed to write to the chief executive of Sustrans to express deep concern and request action in advance of the summer period, with copy to Wessex Water.

**13 Date Of Next Meeting**

**219 Parish Council Meeting – Monday 21<sup>st</sup> July 2014 at 7:30 p.m. in the Village Hall**

**The Meeting closed at 22:48**