

MONKTON COMBE PARISH COUNCIL

**Draft Minutes of the Annual Parish Council Meeting
Held in the Village Hall on 13th May 2015 at 7.30pm**

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

Others Present: B&NES Ward Councillor Neil Butters – for part of the meeting

- 1 **393 Election of Officers – Chairman and Vice Chairman**
Des Wighton indicated his willingness to stand as Chairman for the next year. He was proposed by Gavin Douglas, seconded by Ross Buchanan, and duly elected unanimously.
Gavin Douglas indicated his willingness to stand as Vice Chairman for the next year. He was proposed by Lyn Alvis, seconded by Des Wighton, and duly elected unanimously.
- 2 **394 Declaration of Acceptance of Office** – The Chairman and clerk signed the Chairman’s Declaration of acceptance of office. The Vice Chairman and clerk signed the Vice Chairman’s Declaration of acceptance of office. All Councillors and the clerk then signed their own respective Declarations of acceptance of office.
- 3 **395 To receive apologies for absence** – None
- 4 **396 Declarations of interest and dispensations** – None.
- 5 **397 Confidential Matters** - None
- 6 **398 Minutes of council meeting held on 16th March 2015 approved** and signed by the Chairman.
- 7 **399 Minutes of Annual Parish meeting held 20th April 2015 approved** and signed by the Chairman.
- 8 **400 Parish Councillor Vacancy** – Following the Parish Council elections on 7th May one post for Councillor remains vacant. Ann Stewart indicated her willingness to stand as Councillor. She was proposed by Gavin Douglas, seconded by Simon Call, and duly elected unanimously. Ann Stewart and the clerk then signed her Declarations of acceptance of office.
- 9 **401 Accounts for year ending 31st March 2015** – The council approved the accounting statements for the year ending 31st March 2015.
- 402 Review and Adoption of Standing Orders, Risk assessment, Asset Register** – These documents as reviewed at the previous meeting, which include New Financial Regulations were agreed and adopted by the Council and the chairman signed each document. The valuation of the Council’s fixed Assets was highlighted, it was agreed that it was only possible to give a nominal value to each asset, it being very difficult to determine either a cost price or replacement cost for many of the items.
- 403 Auditors Report** – The council reviewed the Internal Auditors report and noted each of the comments made, particularly that relating to the valuation of assets. The Council accepted the auditors report and thanks the auditor for her thorough and valuable contribution to the Council.
- 404 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.
- 10 **Bank Accounts – New Bank Account with HSBC, Mandates and Internet Banking Application**
- 405 Bank Mandate and Change of Signatory Application** – It was resolved that a new Current Bank account should be opened with HSBC Bank in order to facilitate secure Internet Banking facilities. All Councillors completed their sections on the Bank Mandate for the new HSBC current account and the Change of Signatory application for the Bath Building Society deposit account. These were countersigned by the Chairman and the Clerk.
- 406 Internet Banking Application** – Pursuant to the revised Financial Regulations the Council completed the application for Internet Banking with HSBC for the operation of the current account. Registered users of this facility will be the Clerk as principal user, and the Chairman, Councillor Mike Wareham and Councillor Simon Call as additional users. The Council requested the Overall Daily Payment Limit be set at £1,000 and the Daily Bill Payment Limit be set at £500. All other limits to be set at zero.

Approved and signed Wednesday 8th July 2015 Chairman

- 11 407 **Register of Members Interests – Review, Amendment and Signing** - All Councillors reviewed and completed their declarations pecuniary of interests.
- 12 408 **General Power of Competence** – It was proposed by Cllr. Ross Buchanan and seconded by Cllr. Ann Stewart that the Parish Council resolves from 13th May 2015, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence. This was carried unanimously by the Parish Council.

13 **Financial Matters**

- 409 **Section 137 Subscriptions** The following subscriptions were approved to be paid by the Council under S137 provision.
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| Valley Parishes Alliance | £100.00 |
| Council for Protection of Rural England | £40.00 |
- 410 **RFO Report and Payments for Approval** - The RFO Report was received and noted.

Bank Balances as at 01.05.2015

Current	£5,673.77	Bath Building Society	£3,093.90
		Bath Building Society (Miss Davis)	£12,491.74

Receipts since meeting on 16th March 2015.

18	Bath Building Society - Interest MCPC	£17.60
19	Bath Building Society - Interest - Miss Davies	£95.88
1	B&NES Council - Precept and Grant	£3022.50
2	B&NES Council - Agency Services March 2015	£253.67
3	B&NES Council - Agency Services April 2015	£253.67

Payments approved as standing payments or at meeting on 16th March 2015 which have now been made.

952a	Ian Croker – Village Cleaning	£253.67
953	ALCA – Subscription 1/4/15 – 31/3/16	£51.34
954	Mr. G. Davis – Parish Clerk 1/3 – 28/3/2015	£169.48
955	HMRC – QTR 4 Paye	£137.60
956	Valley Parishes Alliance - Annual subscription 2015-16	£100.00
957	Mr. D. Wighton - Expenses - Village Signs	£7.70
N/A	B&NES – Non Domestic Rate	£0.00
SO	Ian Croker – Village Cleaning	£253.67
958	CentreWire - 3 Deer Gates & Carriage	£1130.40
959	Mr. G. Davis – Expenses 5/4/15 – Printer Paper	£15.00
960	St. Michaels Church - Electricity - Churchyard Gate Light 2013-14	£25.00
961	St. Michaels Church - Electricity - Churchyard Gate Light 2014-15	£25.00
962	SLCC - Membership Subscription 2015-16	£50.58
963	Mr. G. Davis – Parish Clerk 29/3 – 25/4/2015	£169.48
964	Mr. G. Davis – Expenses 20/4/15 – Padlock for Deer Gates	£8.99

Approvals requested for expenditure before next meeting.

965	Jeff Avis – Miss Davies Garden	£120.00
966	Jeff Avis – Village Hall & car Park	£75.00
967	Fencewise – Install 2 Deer Gates	£990.00
968	Came & Company – Parish Council Insurance Renewal	£265.00

14 **Parish Matters and Works**

- 411 **Parish Councillors' Individual Responsibilities** – Cllr. Mike Wareham agreed to take responsibility for Church Liaison, and it was then agreed to fully review all responsibilities at the next meeting.
- 412 **Matters Arising from Annual Parish Meeting** - The following matters were reported from the Annual Parish meeting and will be taken forward as appropriate:-
The re-painting of the fingerpost at junction of Summer Lane and Tucking Mill Lane.
Installation of flashing lights at the Brassknocker crossroads, denied on the grounds of cost.
Removal of the Poly tunnel at Dundas
Brassknocker – Removal of speed de-restriction signs, to be reviewed when A36 works complete.
- 413 **Two Tunnels Project – Installation of Deer Gates** – All three gates have now been installed and Sustrans have agreed to re-instate the fence to meet the requirements of Mr. Horler the landowner.
- 414 **Broadband Improvements for Monkton Combe** – No further progress to report but a meeting is scheduled for the summer.
- 415 **Neighbourhood Watch** – There is a Police visit at the Wheelwrights Pub on Thursday 14th May.
- 416 **Historic Documents** – The documents continue to be reviewed, are currently with Cllr. Mike Wareham and their final destination will be determined following this.

- 15 **Planning**
- 417 **Applications Received - 15/01737/FUL – Dundas, Warminster Road, Monkton Combe, Bath BA2 7BN** - Erection of first floor rear extension (resubmission) – The Parish Council do not see this application as being detrimental to Green Belt policy due to design and location. We therefore support this application subject to a restriction for this extension being used by dependent relatives or by the residents of the remainder of the building only.
- 418 **PLANNING DECISIONS by B&NES & WILTSHIRE**
14/05499/FUL - Tudor Cottage Mill Lane Monkton Combe - Erection of extension within the footprint of the existing garage and erection of shed. **APPLICATION PERMITTED**
14/08543/FUL - The Stables Waterhouse Lane Monkton Combe Bath BA2 7JA - The retention of two equestrian buildings; retention of amended driveway position. **APPROVED with CONDITIONS**
1. The development hereby approved shall be carried out in accordance with Drawing Numbers GTB -753 - 1AA, 2AA, 3AA, 4A received by the Local Planning Authority on 26th January 2015 by 26th September 2015.
REASON: The buildings as existing are unacceptable in the Green Belt and the wider landscape
2 A scheme of hard and soft landscaping shall be submitted to and approved in writing by the Local Planning Authority by 26th June 2015. The details of which shall include:-
a) a detailed planting specification showing all plant species, supply and planting sizes and planting densities (tree, shrub and ground flora);
b) means of enclosure; c) all hard and soft surfacing materials;
REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.
- 419 **Decisions Pending**
15/01031/FUL - 3 Brassknocker Hill Cottages, Brassknocker Hill, Monkton Combe, Bath BA2 7HU - Erection of single storey annexe following demolition of existing converted garage and formation of orangery link between garage and main house. **NO OBJECTION**
- 420 **ENFORCEMENT UPDATE**
14/00302/ENF The Stables, Waterhouse Lane, Monkton Combe, Wilts – Wiltshire Planning Enforcement have approved the planning application 14/08543/FUL above.
- 421 **Other Planning Matters to Report**
Monkton Combe School – Floodlighting of Hockey Pitch – It was reported that there is no further proposed use until at least November through to January and then only limited use.
Scrap yard at Monkton Combe by maintenance car park – It was reported that this business has now re-located.
- 16 **Highways and Footpaths**
- 422 **Road Closures** – A36 - Other than the anticipated increased traffic volumes no further issues notified.
- 423 **Brassknocker crossroads** – It was reported that the lines and signage have now been completed.
- 424 **Barrier at Limpley Stoke viaduct** – It was reported that work must wait until the A36 is re-opened.
- 17 **Reports**
- 425 **VPA, Bath Preservation Trust & any other Meetings** – It was reported that the VPA are seeking a new chairman. The next meeting of the Bath Preservation Trust is next week. From the Parishes liaison meeting it is reported that a review of the Parish Sweeper scheme is still pending. From the recent school meeting it is reported that the school will not attempt to change the current route of the cycle path until a viable alternative is apparent.
- 18 **Correspondence Received**
- 426 **Notice of Adoption – B&NES Planning Obligations Supplementary Planning Document.** – Noted.
- 427 **CPRE AGM** – The Council has been notified of the CPRE local branch AGM on 11th June.
- 19 **Other matters to report**
- 428 **Playground Report** – Des Wighton agreed to action the matters for attention highlighted in this report.
- 429 **Car Park White Lines** – It was reported that these are now very obscure. Cllr. Lyn Alvis will review these to see if any action is required, but it is thought not.
- 20 **430 Date Of Next Meetings**
The following dates for future meetings were agreed:-
Parish Council Meetings: Wednesday July 8th, September 14th, November 16th, January 11th 2016, March 14th
Annual Parish Meeting: April 18th 2016 Annual Parish Council Meeting: May 16th 2016

The Meeting closed at 22:19

Approved and signed Wednesday 8th July 2015 Chairman