

WEST HARPTREE PARISH COUNCIL

**Provisional Minutes to be approved at the next Council meeting**

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Minutes of the meeting held on Tuesday 11<sup>th</sup> April 2017 at the Memorial Hall, West Harptree starting at 7.30 p.m.

PRESENT: Mr P Hutton (Vice-Chairman), Mr C Gay, Mrs L Hillier, Mr M Taviner, Mrs R Wakeley, Mr P Wood and Mr T Warren.

APOLOGIES: Mr R Ireland (Chairman).

15 members of the public attended.

The Minutes of the Parish Council Meeting held on 14<sup>th</sup> March 2017 were agreed as an accurate record. The minutes were proposed and seconded and unanimously agreed for adoption.

**Min. 3194 – Matters Arising from the Minutes - None.**

**Min. 3195 – Urgent Business as agreed by the Chair – None.**

**Min. 3196 - Placemaking Plan**

The final draft of the Placemaking Plan had been passed by B&NES. The Independent Inspector's final report had been delayed.

**Min. 3197 – Memorial Hall**

The Hall was in good shape.

Councillors agreed to encourage additional 100 Club membership.

**Min. 3198 – Highways and Pavements**

The road surface on Harptree Hill was still a concern. The potholes had been filled soon after they had been reported, but the repair was of a very poor standard and would not last.

Potholes were reported on the road outside Brickhills Cottages.

Councillors' attention was drawn to the culvert under the B3114, Bristol Road, the hole in the wall was too small to allow flood water to escape and would need to be addressed.

Initials ....

It was noted that the pipe creating a new culvert under Ridge Lane was inadequate.

Action: B&NES Highways would be contacted.

A very successful Village Tidy Up event had taken place on 1<sup>st</sup> April. Thanks had been expressed to all volunteers and a letter would be sent to the Landlord of the Crown thanking him for providing hot drinks for Volunteers.

Thanks would also be sent to Mrs Ireland who had swept the wide footpath outside the Church.

Action: Letters would be sent accordingly.

### **Min. 3199 – Recreation Ground**

The Recreation Ground was in good order.

### **Min. 3200 – Assets of Community Value**

The matter was ongoing.

### **Min. 3201 – Correspondence**

The following items had been received and circulated prior to the meeting.

1. B&NES – PC Briefing, Local Plan.
2. ALCA – National Living Wage.
3. B&NES – Pothole repair confirmation.
4. Planning Regulations - Weekly List No. 11.
5. ALCA – DIS 903.
6. B&NES – Planning Policy, Neighbourhood Planning and Landscape Workshop.
7. ALCA – In Short.
8. ALCA – Training Opportunities.
9. B&NES – Highways, Harptree Hill resurfacing request, acknowledgement.
10. B&NES – New application 17/01248/FUL, Sunnyside.
11. B&NES – Connecting Families Newsletter.
12. Rural Services Network Survey.
13. Planning Regulations – Weekly List No. 12.
14. B&NES – Street Works 21/3/17 – 27/3/17.
15. Katherine Thornton – Website enquiry.
16. B&NES – Growing a Rural Community.
17. Grass Roots – Grounds Maintenance for PCs.
18. B&NES – Housing Newsletter.
19. West of England Combined Authority Mayoral Election – Notice of Election.
20. Development Management – Revised application 16/05845/FUL – East Barn.
21. ALCA – Members Group.
22. B&NES – Street Works 28/4/17 – 3/4/17.
23. Planning Registration – Weekly List No. 13.
24. Development Management – 17/02148/FUL, Extension to reply date granted. Initials ...

25. Development Management – 17/00474/FUL, 3 Ridge Crescent. PERMIT.
26. Mendip Hills AONB – Will you make more of the Mendip Hills.
27. B&NES – The Learning Bulletin.
28. B&NES – Presentation Invitation, Local Plan, 24<sup>th</sup> April.
29. ALCA – In Short.
30. ALCA – A Plain Guide to Planning.
31. ALCA – DIS 904.
32. Your Care – Virgin Care begins new role in B&NES.
33. B&NES – Street Works 4/4/17 – 10/4/17.
34. Planning Registration – Weekly List No.14.
35. Development Management – 17/00748/FUL, Crossways. PERMIT.
36. West of England Combined Authority Mayoral Election – Statement of Persons Nominated.
37. Peta Romaine – East Barn.
38. Rachel Wakeley – East Barn.
39. Bristol Airport – Latest News.
40. Jon Mitchell – East Barn.
41. Charles Wakeley – East Barn.
42. ALCA – DIS 905.
43. ALCA – Admiral Nurse Newsletter.

The following items were received at the meeting:-

1. Avon & Somerset PCC Newsletter.
2. Mendip Society Newsletter.

### **Min. 3202 – Planning Matters**

#### **New Application**

**Planning application 17/01565/FUL**, Bellhorse Cottage, Bellhorse Lane – Proposed first floor extension and two storey extension to rear. Demolition of existing garage and outbuildings and construction of new single storey garage and link to house.

Councillors agreed to support in principle the above application as it was unanimously agreed that the classic Mendip Cottage style property needed updating and modernising.

This was subject to the height of the proposed property being addressed. The site is in an elevated position and a reduced height dwelling would be preferable.

The ‘footprint’ on the proposed plans are somewhat large as they encompass the existing garage and infill to the cottage, making the existing cottage turn into a large house.

The Chew Valley Neighbourhood Plan states that “To be supported the height, scale and mass of development proposals must be such that there is no adverse impact on the sensitive skylines identified on illustration HDE4-V1”.

Initials ....

**Planning application 17/02148/FUL**, Sunnyside, Whistley Lane –  
Erection of a four bed dwelling with attached carport.

Councillors unanimously agreed to support this application for the following reasons:-

1. A sympathetic design which fits in well with its surroundings.
2. We like the attention to detail, using stone and double roman tiles in the design. We would like to see either reclaimed or artificially aged tiles used.
3. There is adequate parking and a good access.

We would also like to comment that we would not support any further development at this site, a total of 3 dwellings if sufficient, we are not in favour of the site being over populated.

Revised Application

**Planning application 16/05845/FUL**, East Barn, Whitecross Farm,  
Bristol Road – Conversion of an existing barn to office accommodation  
(Use Class B1).

***A Councillor declared an interest in this application and left the room prior to any discussion. The Councillor returned to the room once the decision making process had taken place.***

Councillors agreed to Object in principle the above application for the following reasons:-

1. Vehicular access. The junction where the private road meets the B3114 is on a dangerous corner, visibility is limited and several serious accidents have occurred at this point.
2. The Barn is situated on a very small plot making conditions cramped and the turning of vehicles difficult. It would be unsuitable for delivery vans servicing the offices as they would have to reverse back down the drive onto the main road as the turning area is extremely tight.
3. The size of the office space dictates that 9 or more people could work at the premises, each would need a car as there is no bus service and it is over 1Km to the village of West Harptree. Only 4 very small car parking spaces are shown on the plans which is inadequate.
4. We cannot justify agreeing to a business being carried out on a private residential drive and in an Area of Outstanding Natural Beauty.

Initials .....

Action: Councillor's decision would be forwarded to B&NES Planning Department.

Applications awaiting a response from the Planning Department.

**Planning application 16/04987/VAR**, Parsonage Farm, Bristol Road – Variation of condition 2 attached to application 14/01960/FUL (Erection of 3no. dwellings (Proposed amendments to plots 9-11 of approved scheme 06/01960/FUL).

**Planning application 17/00146/LBA**, Parsonage Farm, Bristol Road – Internal and external alterations to facilitate refurbishment of SW wing of Parsonage Farm.

Notification of decision

**Planning application 17/00748/FUL**, Crossways, Harptree Hill – Conversion of existing out-building to Granny Annexe. PERMIT.

**Planning application 17/00474/FUL**, 3 Ridge Crescent – Erection of a double storey rear extension and single storey side extension following demolition of existing rear porch. PERMIT.

### **Min. 3203 – Financial Matters**

The following invoices was proposed, seconded and agreed for payment:-

SSE (Electricity)	£ 16.41
ALCA Subscription	£ 76.16
Mrs J Burdge, Clerks Wages & Expenses	£1,326.79

### Receipts

To acknowledge receipt of the following:-

Bath & North East Somerset Council, Half Precept	£4,000.00
Bath & North East Somerset Council, Half Parish Grant	£ 85.00

Councillors viewed and approved the Bank Reconciliation as at 31<sup>st</sup> March 2017.

Initials .....

**Min. 3204 – Annual Return, Audit – Annual Governance Statement**

The Clerk presented the Annual Return for the year ended 31<sup>st</sup> March 2017 to the meeting.

We took appropriate action on all matters raised in reports from the internal and external audit.

The Annual Governance Statement was considered and approved by Councillors and was signed by the Chair of the Meeting.

**Min. 3205 – Annual Return, Audit – Accounting Statements**

The Clerk presented the Annual Return for the year ended 31<sup>st</sup> March 2017 to the meeting with supporting statements.

The Accounting Statements were considered and approved by Councillors and were signed by the Chair of the Meeting.

The public notice would be displayed on the noticeboard and website.

The Chairman of the meeting signed the Statement of Assurance.

Action: The completed Annual Return would be sent to the Auditor, Grant Thornton and a notice would be displayed on the noticeboard and the website.

**Min. 3206 - Meetings attended - None.**

**Min. 3207 – Items for the Information of the Clerk**

It was noted that the CVNP was an agenda item at tomorrow’s B&NES Cabinet meeting.

The Chairman declared the meeting closed at 8.42 p.m.

**Min. 3208 - Future Meetings**

9<sup>th</sup> May at 7.30 p.m. **Annual Parish Meeting** followed by the PC meeting.

13<sup>th</sup> June at 7.30 p.m.

11<sup>th</sup> July at 7.30 p.m.

Chairman ..... Date Signed .....