

WEST HARPTREE PARISH COUNCIL

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

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Minutes of the meeting held on Tuesday 13<sup>th</sup> February 2018 at the Memorial Hall, West Harptree starting at 7.45 p.m. following public participation.

PRESENT: Mr R Ireland (Chairman), Mr P Hutton (Vice-Chairman), Mr M Taviner, Mrs R Wakeley and Mr P Wood.

APOLOGIES: Mr C Gay and Mr T Warren.  
5 members of the public attended.

The Minutes of the Parish Council Meeting held on 9<sup>th</sup> January 2018 were agreed as an accurate record. The minutes were proposed and seconded and unanimously agreed for adoption.

**Min. 3330 – Matters Arising from the Minutes - None.**

**Min. 3331 – Urgent Business as agreed by the Chair – None.**

**Min. 3332 – Chew Valley Neighbourhood Plan**

The Chairmen of the 7 Chew Valley Neighbourhood Plan Parishes had agreed to re-convene to discuss whether/when/timescale/possibility of triggering a review of the CVNP in relation to the New Local Plan review and legal primacy. An overview would be reported to the March meeting.

**Min. 3333 – Notice of a Vacancy**

Both candidates who had applied for the casual vacancy met with Councillors and gave a brief personal presentation. Councillors agreed to make a decision at the March meeting with a view to co-opting the successful candidate in April.

**Min. 3334 – Community Infrastructure Levy (CIL) Funding**

Two quotations had been received, and a third quotation anticipated, detailing costings to replace the wet pour surface in the Recreation Ground. The quotations would be reviewed in due course.

Initials ....

B&NES Highways had quoted circa £5,000 for a feasibility study to look into reducing traffic speed on the A368 between the Hall and Cowleaze Lane.

To assist with the installation costs associated with providing Truespeed super-fast broadband to the more outlying properties in the Parish was considered to be a good idea. Parishioners would be asked if they were of the same opinion.

Suraiya Ferdous was the new Operations & Business Development Officer.

**Min. 3335 – The General Data Protection Regulation (GDPR)**

It was agreed to monitor the Parish Council's compliance regarding GDPR which was ratified into law in 2016. The 2 year implementation period ends on 25<sup>th</sup> May 2018. ALCA would be requested to send a copy of a recent presentation in order to keep Councillor's informed and once the compliance Toolkit was available the matter would be reviewed.

**Min. 3336 – Memorial Hall**

The Hall Management Committee had held a meeting in January. It was reported that the finances were in a healthy sustainable situation, at some point the Management Committee would look at replacing the lower roof.

Fundraising events had taken place and there was a small increase in the number of 100 Club members.

An online event and booking form was to be created, possibly with a link to the Parish Council's website.

A recent survey had shown that there was interest in more exercise classes and art classes taking place in the hall.

A community interest fundraiser would probably be arranged for June with the Mendip Ranger conducting a village walk/talk followed by a barbeque.

Initials ....

**Min. 3337 – Highways and Pavements**

The work connected with the new pavement outside the Crown was in hand, B&NES would liaise directly with the Landlord as to timescale.

Several villagers had complained about the number of parked cars in the village creating a danger to road travellers, particularly by the Triangle. It was agreed that this was partly due to the number of builders refurbishing the Old School House and builders from the Dilly Meadows development, which should in time resolve itself. It was highlighted that several properties had more cars than parking spaces and that was intensifying the problem. A recent visit by a PCSO had reduced parking on the pavement by the Church. More Police/PCSO safety visits would be requested.

Several of the re-occurring blocked drains had been repaired and cleared, others would be cleared in due course.

Potholes in the Narrows, Bristol Road and Harptree Hill would be reported.

The road sign junction Bristol Road/Fairash required re-instating following drainage work.

An Engineer would be requested to attend the Street Light in Millennium Way as it was not working.

**Min. 3338 – Recreation Ground**

The Recreation Ground was in good order. The quotations (under CIL funding above), would be reviewed in due course.

**Min. 3339 – Assets of Community Value**

The Assets of Community Value registration process was in hand. Some background information had been received and more was anticipated prior to the ACV Nomination Form being completed.

**Min. 3340 – Correspondence**

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

1. ALCA – Information request.
2. Liz Richardson – Supported Bus Service Consultation, Service 672.

Initials ....

3. Rural Services Network News Digest, 8<sup>th</sup> January.
4. B&NES – Street Works 09/01/18 – 15/01/18.
5. Planning Registration – Weekly List No. 02.
6. Development Management – Notification of decision 17/05532/FUL Nethway, Bristol Road. PERMIT.
7. B&NES – Public Health News.
8. Dial a Ride – Community Transport Grant.
9. ALCA – In Short.
10. Latest News from the ICO.
11. B&NES – Chair’ Annual Civic Reception.
12. B&NES – Connecting Communities Forum.
13. B&NES – Highways Structural Maintenance Capital Programme 2018/19.
14. B&NES – Traffic Calming.
15. Rural Services Network News Digest, 15<sup>th</sup> January.
16. Jon Mitchell – Co-option.
17. SSE – New electricity contract.
18. SBA – Audit.
19. B&NES – Pavement outside the Crown.
20. Development Management – Fairash Poultry Farm passed to Committee, 14<sup>th</sup> February.
21. ALCA – Conference.
22. B&NES – Street Works 16/01/18 – 22/01/18.
23. ALCA – In Short 2.
24. Rural Services Network News Digest, 22<sup>nd</sup> January.
25. Planning Registration – Weekly List No. 03.
26. B&NES – Street Works – 23/01/18 – 29/01/18.
27. Planning Registration – Weekly List No. 04.
28. Development Management – Notification of decision, White Rose Cottage 17/04106/FUL. PERMIT.
29. Rural Services Network News Digest, 29<sup>th</sup> January.
30. B&NES – ACV workshop notes and presentation.
31. Development Management – Notification of decision, New Manor Farm Shop and Tea Shop 17/06123/ASNCOU. APPROVE.
32. ALCA – GDPR update.
33. Wicksteed – Quotation.
34. B&NES – Street Works 30/01/18 – 05/02/18.
35. Planning Registration – Weekly List No. 05.
36. Came & Company – Local Councils Insurance.
37. Rural Vulnerability Service – Rural Transport, January 2018.
38. Development Management – New application, Tilly Manor, The Street, 18/00416/LBA.
39. Latest News from the ICO.
40. B&NES – Housing Newsletter.
41. Development Management – Fairash Poultry Farm 17/05748/FUL, to be considered at Committee, 14<sup>th</sup> February.
42. ALCA – Royal Garden Party.
43. Rural Services Network News Digest, 5<sup>th</sup> February.
44. Peta Romaine – East Barn.
45. B&NES – Street Works 06/02/18 – 12/02/18.
46. Planning Registration – Weekly List No. 05.
47. B&NES – GDPR/DPO Revised service offer to Parish Councils.
48. ALCA – In Short, February 18.
49. B&NES – Reminder, Interagency meeting, 14<sup>th</sup> February.
50. Rural Services Network – Rural Opportunities Bulletin.
51. B&NES – Register of Interests.
52. GB Sport & Leisure – Quotation.

The following items were received at the meeting:-

1. B&NES – Parish Precept acknowledgement.

## **Min. 3325 – Planning Matters**

### **New applications**

**Planning application 18/00416/LBA, Tilly Manor, The Street – Internal and external alterations for the repair and replacement of barn and garden room roofs, replacement of Velux windows, change of roof material to slate and glazing and resiting of modern stair and toilet along with general internal refurbishment.**

Initials ....

Councillor's unanimously agreed to support this application, subject to the materials being in keeping with the fabric of the existing house.

Application pending consideration

**Planning application 17/05748/FUL**, Fairash Poultry Farm – Conversion and part demolition of redundant poultry sheds to form 2no. live-work dwellings and associated access and landscaping works (Resubmission).

Notification of decision

**Planning application 17/06123/ASNCOU**, Farm Shop and Tea Shop, New Manor Farm – Change of use from Agricultural storage to Nursery.

APPROVE.

**Planning application 17/04106/FUL**, White Rose Cottage, Bristol Road – Erection of timber stable block and a “Ménage”. PERMIT.

**Planning application 17/05532/FUL**, Nethway, Bristol Road – Erection of single storey rear and side extension and new replacement porch following demolition of existing rear extension and front porch. PERMIT.

#### **Min. 3341 – Financial Matters**

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

SSE, Electricity	£ 15.50
West Harptree PCC, Church Lighting	£ 25.00
Came & Company, Insurance	£280.00

To acknowledge receipt of VAT repayment £210.07

#### **Min. 3342 - Meetings attended**

ALCA meeting where the Committee were re-elected. Items discussed included GDPR, Charges for elections from 2019, an update on the Parish Charter, Local Government Review of Wards and the Spatial Plan.

Notification was also given of a seminar, Planning in Plain English to be held in Long Ashton on 17<sup>th</sup> March.

#### **Min. 3343 – Items for the Information of the Clerk**

Litter Picking

It was agreed to organise the annual Village Tidy Up day either late March or early April.

Initials ....

Triangle Planting

A work party would dig over and weed the Triangle as necessary before the arrival of bedding plants. Two quotations would be sought for the ten bags of compost required. To make weeding easier in future, it was suggested that paving stepping stones would be helpful.

The Chairman declared the meeting closed at 9.00 p.m.

**Min. 3344 - Future Meetings**

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

10<sup>th</sup> April at 7.30 p.m.

8<sup>th</sup> May at 7.30 p.m.

Chairman .....

Date Signed .....