

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 10<sup>th</sup> May 2016 at the Memorial Hall, West Harptree starting at 8.00 p.m.

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

APOLOGIES: Mrs L Hillier and Mr T Warren.

No members of the public attended.

**Min. 3027 - Approval of Minutes**

The Minutes of the Parish Council Meeting held on 12<sup>th</sup> April 2016 were agreed as an accurate record. The minutes were proposed and seconded and unanimously agreed for adoption.

**Min. 3028 – Matters Arising from the Minutes – None.**

**Min. 3029 – Urgent Business as agreed by the Chair**

**Election of Officers**

The Chairman stood down. Mr Ireland and Mr Hutton stood unopposed for the offices of Chairman and Vice-Chairman. The Chairman thanked Mrs Wakeley, the outgoing Vice-Chairman for her sterling support and welcomed Mr Hutton to his new post. The appointment also filled the Parish Council's obligation to provide a senior officer to sit on the Hall Management Committee.

Other Councillors would be responsible for the following for the next 12 months:-

Highways, Pavements and Drainage – Mr Wood

Recreation Ground – Mr Taviner and Mrs Hillier

Memorial Hall – Mr Hutton

Finance – Mrs Wakeley

Planning – Mr Ireland

**Min. 3030 - Placemaking Plan**

The Placemaking Plan continued to be reviewed by an independent Inspector.

**Min. 3031 - Neighbourhood Plan**

The Plan was in its six-week consultation period. The Parish Council Chairmen provisionally agreed the Plan when they met on 3<sup>rd</sup> April.

Initials .....

Copies were available to inspect and comment on on-line and in the village Shop. It was an opportunity for Residents to look at the policies and comment on the Plan. It would not prevent, but would encourage the right type of development.

As a participating Parish in the Chew Valley Neighbourhood Plan and as part of the final round of the pre-submission consultation, each Parish Council had been required to confirm its support for the draft plan. After due consideration, it was proposed and agreed to support the Chew Valley Neighbourhood Draft Plan and its submission to B&NES. Following pre-submission consultation by B&NES the Plan would be submitted for Examination. With a successful outcome the Plan would go forward to a Referendum.

**Min. 3032 – Memorial Hall**

The Hall was in good order. The Hall Committee would be asked to update their risk assessments and PAT testing.

**Min. 3033– Highways and Pavements**

There were no outstanding Highways matters.

The enquiry regarding the memorial by the lake had been referred to Compton Martin Parish Council and would be dealt with by the Ward Councillor and B&NES.

The Triangle area looked scruffy. It was agreed to give it a good weed and tidy.

It was noted that the white tulip bulbs had overpowered the wall flowers in the Triangle, they would be removed and possibly planted around the road signs next year.

Quotations would be requested to supply 500 bedding begonia plants and 12 bags of compost. Thanks were extended to D B Gibbons Limited who continued to support the planting. The watering of the plants was in hand.

**Min. 3034 - Flood Prevention**

It was agreed that the flood prevention measures had been satisfactory and beneficial.

Initials .....

Following the successful litter picking morning residents were encouraged to clear blocked drain grids and keep their road frontage clean and tidy.

It was noted that funding for Stage III had been ring fenced, the work would be carried out in the Summer.

**Min. 3035 – Recreation Ground**

The Recreation Ground was in good order. The risk assessment would be reviewed.

GB Sport & Leisure would hold the price of the wet pour surfacing until the grant had been deposited into the bank account.

It was reported that unauthorised use of the Recreation Ground had been made by off road motorcycles. Villagers were asked to be vigilant and report any such matters to the Police.

**Min. 3036 – Ultrafast Broadband**

Notification had been received that BT Infinity was available to most postcodes in the village and several people had signed up for the service. The item would be removed from the agenda.

**Min. 3037 – Britain in Bloom Competition**

It was reported that the competition was more involved than at first thought.

The village had been visited recently by the Chair of Keynsham's Britain in Bloom Committee who had given some sound advice.

Several good photographs had been taken to show the village to its best advantage and more would be taken between now and July.

Volunteers would be asked to help clean up and tidy the village, especially around the Triangle. The road signs would be washed off and trimmed around nearer the time. The Crown, The Shop, New Manor Farm Shop and the Blue Bowl were all on board and would do their best to create a show.

Initials .....

Judging included a 10-15 minute presentation and a two hour tour of the village, it would take place between 1-20<sup>th</sup> July, date to be confirmed.

### **Min. 3037 – Correspondence**

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

1. CVNP - Why ACV listing is beneficial.
2. Rosemary Naish – Review of Parish Charter.
3. Invitation to Chew Valley Transport Workshop.
4. CVNP – Suggestions for justification of LGSDs.
5. B&NES – Interagency meeting.
6. Elaine Avery – Church Tower ladder.
7. Rospa- Notification of play area inspection.
8. Rosemary Naish – Parishes Liaison meeting.
9. B&NES – Community Infrastructure Levy.
10. Tim Warren – Devolution.
11. Superfast Broadband – Voucher Scheme.
12. Chew Valley Area Forum – Paperwork for meeting 28<sup>th</sup> April.
13. Superfast Broadband – Live Broadband cabinets.
14. Chew Valley Transport Strategy Consultation.
15. CVNP – Draft Plan for public consultation.
16. Somer Valley Transport Strategy Consultation.
17. Latest from the Local Councils Association.
18. Sara Dixon – Interagency Bulletin.
19. CVNP Administrator - LGSDs for the Draft Plan.
20. Rosemary Naish – Permitted Development Guide.
21. Mendip Hills AONB Newsletter.
22. NALC – Direct Information Service.
23. CVNP – Consultation information.
24. B&NES – Re-scheduling training courses.
25. NI to List THHTC1305, Bristol Road.
26. CVNP – Draft Consultation.
27. Sara Dixon – Interagency meetings, diary dates.
28. Planning Application 16/02180 Ridings, Consultation request.
29. ALCA – Financial Regulations.
30. Compton Martin PC – Memorial by the Lake.
31. Agenda for Parishes Liaison meeting, 11<sup>th</sup> May.
32. ALCA – Police & Crime Commissioner Elections.
33. Latest news sheet and grant information from NALC.
34. Tim Warren – Councillor’s Initiative Grant.
35. ICO Newsletter.

The following items were received at the meeting.

1. Mendip Society Newsletter.
2. Clerks & Councils Direct Publication.

### **Min. 3038 – Planning Matters**

Paper copies of planning applications had been discontinued. Apart from large schemes which would remain as paper copies.

Councillors had viewed the following application on-line.

Reference No. 16/02180/FUL, Ridings, Widcombe Common, Erection of a single storey side extension.

Initials .....

It was agreed to support this application.

Action: Development Management would be notified accordingly.

Reference No. 15/00731/UNDEV, Mendip View, Bristol Road, Re: Unauthorised development. The case had been re-opened as no decision had been made.

An enquiry had been received regarding wall maintenance which had been dealt with.

**Min. 3039 – Financial Matters**

The Financial Orders had been updated, Councillors would review them prior to their adoption at the next meeting.

The following invoice was proposed, seconded and agreed for payment:-  
SSE Southern Electric, Bus Shelter and Street Lighting      £16.16

**Receipts**

To acknowledge the following receipt:-

HM Revenue & Customs, VAT Repayment      £283.56

**Min. 3040 - Annual Return, Audit**

The Clerk presented the Annual Return for the year ended 31<sup>st</sup> March 2016 to the meeting with supporting statements. We took appropriate action on all matters raised in reports from the internal and external audit. The public notice would be displayed on the notice board within the next 2 days. The Chairman signed the Statement of Assurance.

Action: The Clerk to send the completed Annual Return to the Auditor, Grant Thornton and post notice on the noticeboard.

**Min. 3041 - Meetings attended**

The Chew Valley Neighbourhood Plan meeting.

The Chew Valley Forum where the West of England Joint Spatial Plan/Joint Transport Study was discussed. Avon & Somerset Constabulary gave an update and B&NES Highways confirmed that Phase III of the Drainage Programme had been included in the capital and structural programme 2016/17.

**Min. 3042 – Items for the Information of the Clerk – None.**

Initials .....

The Chairman declared the meeting closed at 9.05 p.m.

**Min. 3043- Future Meetings**

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

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

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

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