

WEST HARPTREE PARISH COUNCIL

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

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Minutes of the Annual meeting of the Parish Council held on Monday 9<sup>th</sup> May 2022 starting at 8.15 p.m. following the Annual Parish meeting.

PRESENT: Mr R Ireland (Chairman), Mr P Hutton (Vice-Chairman), Mr C Gay, Mr D Hooper, Mr J Joyce and Mr P Wood.

APOLOGIES: Mr J Mitchell and Mr D Wood.

Five members of the public attended.

**Min. 4020 – Election of Officers**

The Chairman stood down. The previous post holders stood unopposed for the offices of Chairman and Vice-Chairman. The Chairman thanked Councillors for their continued support. Both post holders completed an Acceptance of Office document.

**Min. 4021 – Casual Vacancy Co-option**

B&NES Democratic Services had not received any request for an election. The post had been widely advertised with two applications received. Councillors discussed the applications openly and transparently and made their decision based on the information to hand. The successful candidate was congratulated and joined the meeting. The unsuccessful candidate would be thanked for the interest they had shown in the Parish Council and notified of the decision as soon as possible. Parish Council elections would take place in May 2023 so there would be further opportunity for those interested in becoming a Parish Councillor.

The successful candidate had completed the Register of Members' Interests and the Acceptance of Office document.

The Minutes of the Parish Council Meeting held on 11<sup>th</sup> April 2022 were agreed as an accurate record. The minutes were proposed and seconded and unanimously agreed for adoption.

**Min. 4022 – Matters Arising from the Minutes – None.**

**Min. 4023 – Urgent Business as agreed by the Chair – None.**

Initials ....

**Min. 4024 – Correspondence**

Please see Appendix 1.

**Min. 4025 – Clerk Vacancy**

The Clerk position vacancy had been widely advertised. The closing date for applications was 31<sup>st</sup> May 2022.

**Min. 4026 – Memorial Hall**

The Hall Committee were organising Jubilee celebrations in conjunction with the Crown. As a permanent memorial, they were also looking to plant a native tree, possibly a Hornbeam, in the Recreation Ground.

It was noted that the number of Hall bookings had increased, but unfortunately due to increased electricity costs booking fees would increase from £8 to £10 per hour from 1<sup>st</sup> June, (which was still less than a number of local Halls were charging).

**Min. 4027 - Highways**

Minibus Parking – Several complaints had been received regarding the parking of two minibuses, partly on the pavement by the Church wall. East Harptree Minibuses would be asked if the minibuses could be parked more considerately, either off the highway as has happened in the past or returned to their base when not in use.

20mph Speed Limit – The matter was ongoing. It was noted that under public participation five parishioners had given their views regarding Phase II of the scheme. Nothing had been agreed at this stage, a public meeting would be organised later in the year.

**Chew Valley Lake Recreational Trail**

The CVLRT team would be thanked for their invitation to the official opening of the CVLRT, but unfortunately West Harptree Parish Council would be unable to attend.

Litter Pick – Another successful litter pick had taken place. Volunteers had been thanked for sparing the time to carry out this worthwhile task.

Initials ....

**Min. 4028 - Recreation Ground**

The Dog prohibition signs were in place. Following intelligence gathered, B&NES Enforcement team had issued a letter to a dog owner. It was hoped that dog fouling would improve.

The National Lottery grant application had been submitted. There was no further update at the meeting.

**Min. 4029 – Bus Shelter**

The Bus Shelter roof would be refurbishment shortly.

**Min. 4030 – Local Plan Partial Update Consultation**

There was no update at the meeting.

**Min. 4031 – Platinum Jubilee of Queen Elizabeth II**

Please see under Memorial Hall.

**Min. 4032 - Community Infrastructure Levy**

Projects underway included, supporting the 20mph speed project, replacing the Bus Shelter roof and offering a Jubilee cup for each child in the village.

**Min. 4033 - Standing Orders 2022/23**

It was proposed and seconded with all other Councillors in favour of adopting the Standing Orders for 2022/23. The Standing Orders would be reviewed during the next 12 months.

**Min. 4034 - Financial Regulations 2022/23**

It was proposed and seconded with all other Councillors in favour of adopting the Financial Regulations for 2022/23. The Financial Regulations would be reviewed during the next 12 months.

**Min. 4035 – Ward Councillor’s Report**

Please see Appendix 2.

**Min. 4036 – Planning Matters**

New application

Application No. 22/01577/TCA, White Rose Farm, Ridge Lane – 2x Conifer – Fell.

It was unanimously agreed to support this application.

Initials ....

Application pending consideration

Application No. 22/01237/FUL – Bungalow Farm Workshop, East Harptree Road  
– Variation of condition 2 (plans list) of application 19/000958/FUL (Infill space between two industrial buildings to form new building and retrospective permission for further industrial building).

**Min. 4037 – Finance**

To agree payment of the following invoice(s):-

Tindle Newspapers, Clerk vacancy advertisement	£288.00
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**Min. 4038 – Meetings attended – None.**

**Min. 4039 – Items for the Information of the Clerk**

Church Clock Lighting – In response to an e-mail received regarding increased electricity costs, it was agreed that PC would, from December 2022 pay £75 per annum for the Church clock lighting.

**Min. 4040 - Future Meetings**

Date of the next meeting: Monday 13<sup>th</sup> June at 7.30 p.m.

The Chairman declared the meeting closed at 9.10 p.m.

Chairman .....

Date Signed .....

## Appendix 1 Min. 4024 – Correspondence

### April 2022

1. B&NS – Library at Home.
2. B&NES, Planning Notifications – 21/04801/LBA, Coley and 22/00390/FUL, Compton Martin.
3. B&NES – Weekly Planning List No. 15.
4. B&NES – Street Works 12/04/22 – 18/04/22.
5. Rural Services Network – The Rural Bulletin, 12<sup>th</sup> April.
6. B&NES, Planning Notifications – 22/00390/FUL and 22/00975/FUL, Compton Martin.
7. Rospa, Play Safety – Notification of play area inspection.
8. B&NES – Councillor resignation.
9. B&NES – e-newsletter.
10. Chew Valley Gazette – Job Advertisement.
11. GC Contracts – OS update.
12. NALC – Events.
13. NALC – Job listings.
14. B&NES – Weekly Planning List No. 16.
15. B&NES – Street Works 18/04/22 – 25/04/22.
16. Rural Services Network – The Rural Bulletin, 18<sup>th</sup> April.
17. B&NES, Planning Notifications – 21/04879/FUL, Compton Martin and 22/00622/FUL, East Harptree.
18. B&NES, Development Management – New application 22/01577/TCA, White Rose Farm, Ridge Lane.
19. B&NES, Planning Notifications – 22/01571/FUL, Chew Magna and 22/01237/VAR, Bungalow Farm Workshop, East Harptree Road.
20. NALC – Make a change.
21. B&NES – Low Carbon Affordable Warmth, 11<sup>th</sup> May at 6.30.
22. B&NES, Public Rights of Way – Re: CL7/20.
23. Dial a Ride – Thank you.
24. B&NES – Weekly Planning List No. 17.
25. B&NES – Street Works 26/04/22 – 02/05/22.
26. Rural Services Network – The Rural Bulletin, 26<sup>th</sup> April.
27. B&NES, Planning Notifications – 22/01400/FUL, Coley.
28. B&NES – Chew Valley Lake Recreational Trail opening event.
29. B&NES, Planning Notifications – 22/00304/FUL, East Harptree, 22/01214/FUL and 22/01324/TCA, Compton Martin.
30. Peter Bowden – Ideas for the Village.
31. B&NES – e-newsletter.

### May 2022

1. B&NES, Planning Notifications – 22/01709/FUL, Compton Martin.
2. NALC – Chief Executive’s Bulletin, 22<sup>nd</sup> April.
3. B&NES – Weekly Planning List No. 18.
4. B&NES – Street Works 03/05/22 – 09/05/22.
5. Rural Services Network – The Rural Bulletin, 3<sup>rd</sup> May.
6. NALC – Newsletter.
7. ALCA – Receipt.
8. B&NES, Planning Notifications – 22/00304/FUL, East Harptree.
9. B&NES, Planning Notifications – 22/01750/FUL, East Harptree and 22/01535.FUL, Compton Martin.
10. B&NES – Take Action Today.
11. ALCA – Consultation on Street Naming.
12. B&NES – e-newsletter.
13. ICO – Latest news.

**Appendix 2**  
**Min. 4035**  
**West Harptree Parish Council Report**

Shorter report as it has been 2.5 weeks since the last meeting and I'm getting ready to go on holiday, apologies again for the meeting on 9/5/22 due to being away.

**Speeding Phase 1 and 2:**

Phase 1 is still due for roll out in the first half of May, but if I hear this is any further delayed by contractors, I will let you know.

There was a positive discussion at the April meeting about Phase 2 and I look forward to a public meeting in the summer to discuss next steps.

**Door to door B&NES Mendip Ward Survey**

Pressure of work means that I am some months late with completing this, but hope to soon. The small number I post were dispatched some months ago.

**Action from last meeting: Dog fouling**

At the last meeting some intelligence from an eye-witness about dog fouling was passed to me. I gave this information to B&NES enforcement officers who now work on dog fouling, following investment in extra enforcement capacity in this year's budget.

It seems the legislation around dog fouling is slightly different to littering or fly-tipping. For littering and fly-tipping an eyewitness statement by any person is enough to issue a Fixed Penalty Notice, which we do based on statements from members of the public.

With dog fouling a qualified person needs to witness the dog fouling in order to issue an FPN. WHPC might want to consider whether to write to our Member of Parliament about this anomaly.

However, B&NES can issue a letter to someone who has allowed their dog to foul and not pick it up, based on intelligence gathered from the public. This is currently taking place in this case and I hope it will improve the issue.

If it does not, I would like to continue gathering intelligence from the community about the days and times this is taking place, this will allow a member of the enforcement team to patrol at the right days and time of day to give the best chance of witnessing an offence.

**Action from last meeting: Fly-tipped barrel on A368**

I reported this promptly but have not been back yet to check if it has gone. If it has not yet gone do let me know so I can follow this up with B&NES.

**Action from last meeting: Queen's Jubilee Road Closure**

Conversations I had with officers on this were positive, but if you run into any problems do let me know so I can have the right conversations.