

SOUTH STOKE PARISH COUNCIL

Minutes of the Annual Meeting held on 9th May 2011 at 6:30 p.m. in the Parish Hall

Present: Mr. G. Davis (Clerk)

Mr. M. Devenish (Chairman)

Mr. M. Dunningham (Outgoing Chairman)

Mrs. S. Dustin

Mr. T. Geake

Mr. T. Haines

Mrs. R. Harvey

Mr. R. Hellard (Vice Chair)

Mrs. J. John

Also Present: Mr. D. Satow, Internal Auditor, for part of the meeting.

- 1. 317 Apologies for Absence** – there were no apologies.
- 2. 318 Declaration of Acceptance of Office** - All Councillors signed their acceptance of office and these were countersigned by the Clerk.
- 3. 319 Register of Members Interests** – All Councillors provided the Clerk with their completed register of members interests.
- 4. 320 Election of Officers** – Chairman: Michael Devenish was proposed by Robert Hellard, seconded Tom Geake and elected unopposed. Vice Chairman: Robert Hellard was proposed by Mick Devenish and seconded by Sue Dustin and elected unopposed.

At this point Mark Dunningham left the meeting.

- 5. 321 Declaration of Acceptance of Office** – Signed by Michael Devenish and Robert Hellard.
- 6. 322 Minutes of Meeting held on 7th March 2011** – were approved and signed by the Chairman.
- 7. 323 Minutes of Planning Committee Meeting held on 31st March 2011** – were approved and signed by the Chairman.
- 8. 2010/2011 Accounts**

324 Accounts for year ending 31st March 2011 – The Council resolved to accept the Accounts which had been signed by the outgoing Chairman and Clerk.

325 Annual Return – The Chairman and Clerk signed the Accounting Statements of the Annual Return. The Chairman read out the Annual Statement of Governance and the Council resolved to accept this as agreed and it was signed off by the Chairman and Clerk.

326 - The Chairman reported that the Internal Auditor found everything to be in order and he had given his approval of the Accounts. The Internal Auditor, Derek Satow, agreed to continue in this position for another year and this was proposed by Tom Geake and seconded by Rhona Harvey and passed unopposed. It was also agreed to conduct a mid-year Audit as at 30th September 2011. The Council thanked Derek Satow for his invaluable work as Internal Auditor.

9. Clerk's Report

327 Litter Bins – The Litter Bins remain to be installed. Progress to be reported at the next meeting.

328 Risk Assessment – Fire Proof Box – The clerk has yet to complete research into available products and will report to the next meeting.

10. Parish Council Matters

329 Insurance Cover – The clerk reported that a renewal notice had not yet been received. The Clerk and Chair were asked to approve and pay the premium provided it was not increased by more than 20%.

330 Parish Councillors' Individual Responsibilities – The following areas of responsibility were agreed:-

Michael Devenish	- Planning, Midford Policing
Robert Hellard	- Planning
Tom Geake	- South Stoke Sweeper, South Stoke Policing, Millenium Wood
Rhona Harvey	- Midford Sweeper, Midford Policing
Sue Dustin	- Village Hall (Parish Council Committee Member)
Tim Haines	- Highways
Jenny John	- Footpaths & Open Spaces, Allotments

The responsibility for the website will be discussed at the next meeting after Michael Devenish, Tim Haines and the Clerk have met the developer.

The newsletter distribution list was agreed and the annual report given to councillors to distribute.

Michael Devenish suggested the Newsletter be merged with the Parish Notes and Tom Geake was asked to explore this possibility and report to the next meeting.

331 Allotments – The clerk reported that all allotments were now let, that all rents except one had been received, and one key remained to be returned from a previous tenant. The clerk was asked to write to the tenant whose rent was outstanding and give them a further 14 days grace to make payment.

11. General Parish Matters

332 Churchyard, Footpaths & Open Spaces – The clerk reported that Sylvia Williams had negotiated a revised contract price for the grass cutting and vegetation clearance of £698 for the Churchyard and £350 for the footpaths, which represented a significant increase on the Churchyard. In view of the time of year the clerk was instructed to accept this quotation, subject to sight of appropriate liability insurance, and the council resolved to place the contracts to tender in the autumn.

333 Matters Arising from Annual Parish Meeting – The seat for the Millennium Wood was raised. Tom Geake was asked to research the style of seat and report back.

12. Planning Matters

334 11/01323/FUL Midford Castle Access Road, Midford Bath And North East Somerset – The Council has no objection to this proposal.

335 11/01724/FUL Chestnut Cottage, Packhorse Lane, South Stoke, Bath – The Council Objects in principle to this proposal because the large volume increase and the significant raising of the roof line would have a significant and detrimental effect on the Conservation Area and on the character of the neighbouring group of former farm cottages and barns.

336 Applications Received - None

337 Planning Decisions

11/00633/CLPU Sunnyside, Old School Hill, South Stoke – Certificate of Proposed Lawful Development - Lawful

338 Decision Pending

Hyver, Combe Hay Lane, Midford - Conversion and extension of outbuilding to create annex. The Council has no objection in principle.

339 Enforcement Update

Church View, South Stoke – PC has requested that applicant be given a deadline by which to make a regularising application.

Packhorse Farm, Old Midford Road, South Stoke – investigation has commenced into unlawful works and unlawful use of site – suspended pending expected application.

340 Core Strategy and LDF - Awaiting submission to secretary of State.

13. Highway Matters

341 Removal of Verge on Packhorse Lane – These unlawful works were drawn to the attention of the council. The clerk was asked to write to B&NES Highways department with photographs.

342 Road Safety Issues – Cutting back of grass at junction of B3110 and Old Midford Road. Tim Haines was asked to raise this matter with B&NES Highways Department.

14. B&NES Matters

343 Parish Cluster Meeting – The Clerk reported back on the Winter Maintenance Review and on the specific reply given in respect of the question raised about the pre-determination of the planning application for St. Gregory's school.

15. Other Matters to Report

344 Royal Wedding Celebrations – It was reported that these had been very successful. The Parish Council wishes to thank everybody involved for a very enjoyable day.

16. Correspondence Received

345 CPRE Branch AGM – The Chairman will attend.

346 CPRE Village of the Year Competition – The Council agreed not to take part.

347 Western Power Distribution – Consultation on investment plans. The council will not attend.

348 Offer to replace diseased tree on Village Green – The Council received a generous offer to meet the expense of the removal and replacement of this tree. The council was pleased to accept this offer and will consult on the most appropriate species of tree for the replacement for agreement at the next meeting.

17. Financial Matters

349 RFO Report – Received and noted.

350 Payments for Approval:

Mr. G. Davis – Expenses. Allotment keys and Stationery.	£29.13
Mr. R. Hellard – Gifts for retiring Councillors	£35.09
Society of Local Council Clerks – Membership Renewal	£82.00

351 Bank Mandates - Arrangements were made to add the new Councillors to the existing Bank Mandates.

352 Section 137 Subscriptions – These were approved for the coming year.

18. Date of Next Meetings

353 Meeting dates – The following dates were set-

18th July 2011	16th April 2012 – Annual Parish Meeting
12th September 2011	14th May 2012 – Annual Parish Council Meeting
7th November 2011	
9th January 2012	
5th March 2012	