

SOUTH STOKE PARISH COUNCIL
Minutes of the Annual Parish Council Meeting held on 6th May 2013 at 6:30 p.m.
in the Parish Hall

Present: Mr. P. Dawson
Mr. G. Davis (Clerk)
Mr. M. Devenish (Chairman)
Mrs. S. Dustin
Mr. T. Geake
Mr. R. Hellard (Vice Chair)
Mrs. J. John
Mr. C. Winpenny

Also Present for part of the meeting: **B&NES Ward Councillor - Neil Butters**

1. **769 Apologies for Absence** – None.
2. **770 Election of Officers** – Michael Devenish was Nominated as Chairman by Robert Hellard, seconded by Sue Dustin and elected unopposed. Robert Hellard was Nominated as Vice Chairman by Michael Devenish, seconded by Jenny John and elected unopposed.
3. **771 Declaration of Acceptance of Office** - The Chairman and Vice Chairman signed their acceptance of office and these were countersigned by the Clerk.
4. **772 Declarations of Interest and Dispensations** – None
5. **773 Confidential Matters** – None
6. **774 Minutes of Parish Council Meeting** held on 11th March 2013 – Approved and signed by the Chairman.
7. **775 Minutes of Planning Meeting** held on 8th April 2013 – Approved and signed by the Chairman.
8. **776 Minutes of Public Meeting** held on 8th April 2013 – Noted with no further comment.
9. **777 Minutes of Annual Parish Meeting** held on 15th April 2013 – Noted with no further comment.
10. **778 Minutes of Special Parish Council Meeting** held on 24th April 2013 – Approved and signed by the Chairman.
11. **Annual Return**
 - 779 **Accounts for year ending 31st March 2013** - The Council resolved to accept the Accounts and these were signed by the Chairman and Clerk. It was noted that the level of funds accrued are specifically retained to enable the Parish Council to support appropriate campaigns for the benefit of the Parish, for example, the current consultation and Examination in Public of the Core Strategy Amendments.
 - 780 **Review and Adoption of Standing Orders** - The Standing Orders revisions as agreed at the last meeting were accepted and the new Standing Order Adopted by the Council.
 - 781 **Risk assessment** – The Risk Assessment revisions as agreed at the last meeting were accepted and the new Risk Assessment Adopted by the Council.
 - 782 **Asset Register** - The asset register revisions as agreed at the last meeting were accepted and the new Asset Register Adopted by the Council.
 - 783 **Auditors Report** - The Chairman reported that the Internal Auditor found everything to be in order and he had given his approval of the Accounts. The Council thanked Robert Williams for his invaluable hard work in completing the Audit in such a timely manner.
 - 784 **Annual Return** – The Accounting Statements were approved by the Council and the Chairman and Clerk signed this section of the Annual Return. The Chairman read out the Annual Governance Statement and the Council resolved to approve each of these and it was duly signed by the Chairman and Clerk.
12. **Parish Council Matters**
 - 785 **Parish Councillors' Individual Responsibilities** – The following responsibilities were agreed and confirmed:-

Michael Devenish, Chairman	- Planning, Midford liaison
Robert Hellard, Vice Chairman	- Planning, Bath Preservation Trust
Patrick Dawson	- Midford Sweeper, Midford Liaison, Website
Sue Dustin	- Village Hall Management Committee liaison
Tom Geake	- Police, Millennium Wood, South Stoke Sweeper
Jenny John	- Footpaths and Open Spaces, Allotments
Chris Winpenny	- Highways
 - 786 **Allotments** – Jenny John reported that all are let, all rents for 2013-14 received, and all plots well cultivated.
 - 787 **Parish Sweepers duties** – It was determined that the section of the B3110 from Castle Farm to the lower Midford Castle Entrance should be the responsibility of B&NES Council. It was therefore agreed not to seek an extension to any sweepers duties, and Mick Devenish will raise the matter with B&NES Highways.
 - 788 **Parish Sweepers and Clerks Pay and Hours** – The Clerk informed the Council that a National offer of a 1% pay increase had been made to all Council Employees. The Council approved a pay increase of 1% from 1st April for the Sweepers and Clerk.

The Clerk requested a review of his contract hours as a consequence of being consistently over his contract hours in the previous financial year. Robert Hellard proposed that the Clerks hours be increased to 8 hours per week, from the current 7, this was seconded by Sue Dustin and carried unanimously.

13. General Parish Matters

789 Matters Arising from Annual Parish Meeting – The Clerk has responded to the question from Robert Willaims regarding the increase in his household Council Tax. The clerk pointed out that although the Parish precept had decreased the Combined Fire Precept had increased by more than this amount.

Margaret Van Aken had raised the matters of dog mess and cycling on the footpaths neighbouring the village, requesting appropriate notices. The Council re-iterates its view from previous occasions when these matters have been raised, that they do not wish there to be excessive signage and street furniture in this rural village and conservation area, that it is outside the remit of the parish sweepers duties to empty dog waste bins and that B&NES Council will not take on these responsibilities. The Council requests that parishioners challenge offenders when appropriate and safe to do so.

789 Village Hall – It was reported that the electrical refurbishment will take place in the coming week. The clerk was requested to pursue the billing for Parish Council use of the Hall for the year 2012-13.

790 Remedial works for the Churchyard – It was reported that all works were now complete and these have been very well received by the church congregation.

791 Parish Council Website – The clerk reported that he was now in a position to maintain the website, although there was a backlog of work to do. The Parish Council has now been invoiced for the work and this appeared in the accounts for last year. Michael Devenish undertook to put an entry in the Parish notes to highlight the availability of the site.

792 Changes to the Mobile Library Service – The Parish Council expressed regret at the loss of this service but finds it difficult to defend a continuation, and therefore is unable to respond to the consultation.

Footpaths and Open Spaces

793 Footpaths – Jenny John reported that she will shortly issue the schedule for Councillors to survey the paths so they can report to the July meeting.

794 Village Green – It was agreed that the further improvement works will now be left until the Autumn.

14. Planning Matters

795 Assets Of Community Value – The clerk has had a detailed discussion with the B&NES officer responsible for registration of community assets and the following matters were highlighted and agreed:-

The Packhorse Public House – It is thought that only the Parish Council is correctly constituted to register intent and make a bid for this asset. Mick Devenish will contact the ‘Save the Packhorse’ group and discuss this with them.

South Stoke Village Hall and the Village Green – It is considered a formality to register these assets and the Council should proceed to do so. Although no urgency is required.

Millennium Viewpoint – The Parish Council might discuss with the freehold owner whether a joint application is desirable. Again this is not a matter of any urgency.

Grove Footpath – As a public footpath it is inappropriate and unnecessary to register this.

Millennium Wood – The Parish Council might usefully re-open discussions with the Woodland Trust on ownership of this asset. Tom Geake requested the clerk provide him with the file so he can investigate this.

Hope and Anchor public house – It is not considered appropriate to seek registration of this property at this time.

Planning Update

796 Conservation Area Appraisal – There is no further progress to report. Robert Hellard suggested that we seek legal precedents for compelling B&NES Council to take this forward to adoption.

797 Core Strategy – The Parish Councils proposed submission was presented by Robert Hellard and agreed. It was also agreed to source expert views on the Wansdyke archaeology as evidence for the Examination in Public.

798 Place-Making Plan – Mick Devenish and Robert Hellard will be attending an initial meeting with B&NES Councillors and Planning Officers to discuss and progress this in respect of the Parish of South Stoke.

799 Applications Received – None since last meeting.

800 Planning Decisions by B&NES

12/04834/FUL - Pack Horse Farm, Old Midford Road, Midford, Bath, BA2 7DQ - Change of use of land to equestrian, retention of 2no. mobile stable units for current DIY livery business and conversion of existing outdoor turnout area/starvation paddock to an all-weather riding arena (revised resubmission). **PERMIT.**

13/00635/FUL - Homeville, Packhorse Lane, South Stoke, Bath BA2 7DL - Erection of a conservatory to the rear elevation. **PERMIT.**

13/00844/REN - Midford Place, Midford Road, Midford, Bath BA2 7BX - Renewal of application 09/04873/FUL (Reconstruction of conservatory, erection of garage, demolition of courtyard lean-to & construction of family room. Block up garage door & insert a sliding sash window in its place.) **PERMIT.**

13/00845/LBR - Midford Place, Midford Road, Midford, Bath BA2 7BX - Renewal of application 09/04874/LBA (Reconstruction of conservatory, erection of garage, demolition of courtyard lean-to & construction of family room. Block up garage door & insert a sliding sash window in its place.) **CONSENT.**

801 Decisions Pending

13/00782/FUL – St James's Church Packhorse Lane South Stoke Bath - Erection of a single storey extension to the east side of the existing vestry, providing a compliant disabled WC and path alterations. OBJECT IN PRINCIPLE

13/01070/FUL – Turnpike Cottage, Midford Road, Midford, Bath - Erection of single storey front and a two storey rear extension. OBJECT IN PRINCIPLE

13/01428/REN – Summerdale, Packhorse Lane, South Stoke, Bath

Renewal of application 10/00487/REN (Renewal of application 03/02999/FUL (Conversion of building to dwelling as amended by letter and plans received 17 September 2004 (outbuilding adjacent to Summerdale)). NO OBJECTION IN PRINCIPLE

802 Planning Appeals

APP/F0114/C/12/ 2179426 – The Old Fullers Earth Works, The Firs, Combe Hay, BATH, BA2 8PD, Easting: 3729353 Northing: 1611894 - Gazelle Properties Limited - C/Enforcement Appeal

Without planning permission, the change of use of the land from agriculture and general industrial use (B2) to the mixed use of the land.

The appellant withdrew this appeal and then immediately instigated another. (Ref APP/F0114/C/13/2195018)

803 Enforcement Update

13/00087/UNAUTH - Old Telephone Repeater Station Old Midford Road Midford Bath - Use of land for commercial purposes. The case is closed and there is nothing further to report.

13/00098/UNDEV - Parcel 1685 Combe Hay Lane Midford Bath – Nothing further to report.

804 Other Planning Matters To Report

The Clerk was instructed to write to the owner of the Packhorse alerting him to the damaged/missing window.

15. Highway Matters

805 Variable Message Sign on A36 at Hinton Charterhouse – Hinton Charterhouse Parish Council (HCPC) continue to progress their objections and list of complaints. The Council re-iterates its support for HCPC.

806 Maintenance Update – It was reported that the water leak and the sewage leak on the Old Midford Road have been repaired by Wessex Water.

807 Road Safety Issues – After discussion it was considered that the Midford Castle walls on the B3110 were the responsibility of B&NES Highways, and Mick Devenish will take this matter up with them. It was also reported that the owners have replaced the posts and wire at the Long Arch tunnel and the B&NES Highways have installed bollards.

16. B&NES Matters

808 Bath Preservation Trust – Robert Hellard reported that the Trust continue to oppose the changes to the Core Strategy on the grounds of Green Belt, AONB, and World Heritage Setting. They are also involved in the Fullers Earth enforcement appeal.

809 Parishes Liaison Meeting – The clerk reported the responses from this meeting.

17. Other Matters to Report - None

18. Correspondence Received - None

19. Financial Matters

810 Section 137 Subscriptions - The following subscriptions were approved to be paid by the Council under S137 provision.

Bath Preservation Trust	£15.00
Council for Protection of Rural England	£29.00
Avon Wildlife Trust	£48.00

811 RFO Report – Received and noted.

812 Payments for Approval

The following payments have been made as standing payments or were approved at the previous meeting.

1254	E.ON Electricity Bill dated 01-4-2013	£23.09
1255	NALC – LCR Subscription Renewal	£16.00
1258	Mr. M. Bambury – Parish Sweeper 31/3 – 27/4/2013	£131.84
1259	Mr. D. Brown – Parish Sweeper 31/3 – 27/4/2013	£95.64
1260	Mr. G. Davis – Parish Clerk 31/3 – 27/4/2013	£187.03
1261	Came & Co. Ltd. Parish Council Insurance Renewal	£265.00
1262	SLCC – Membership Renewal 2013-14	£86.00
1263	ALCA – Membership 2013-14	£72.49
1264	JCE Contracting – Deposit Village Hall Electrical Work	£214.00

20. 813 Dates for Future Meetings – The following dates were set-

15th July 2013, 16th September 2013, 11th November 2013, 13th January 2014, 10th March 2014
7th April 2014 – Annual Parish Meeting, 12th May 2014 – Annual Parish Council Meeting