

SOUTH STOKE PARISH COUNCIL
Minutes of the Parish Council Meeting held on 1st July 2015 at 6:30 p.m.
in the Parish Hall

Present: Mr. G. Davis (Clerk)
Mr. P. Dawson
Mrs. S. Dustin
Mrs. C. Fox

Mr. T. Geake
Mr. R. Hellard (Vice Chair)
Mr. C. Winpenny (Chairman)

Also Present: Dominic & Liz Brooks, Ward Councillor Neil Butters (for part of the meeting).

- 1. 301 Apologies for Absence** – Cllr. Jenny John sent apologies as she was on holiday.
- 2. 302 Declarations of Interest and Dispensations** – None
- 3. 303 Confidential Matters** – None
- 4. 304 Minutes of Annual Parish Council Meeting** held on 11th May 2015 – Approved, signed and dated by the Chairman.
- 5. Parish Council Matters**
 - 305 Review of Risk assessment** – The clerk will research Parish Council Risk assessments to include a specific section on employment, and will bring drafts to the next meeting for review.
 - 306 Replacement Computer Facilities** for Parish Council Clerk. The Parish Council agreed that it should provide appropriate computer facilities for the clerk to manage the affairs of the council. The clerk was asked to procure the appropriate equipment and software. The clerk was also asked to request a contribution towards the cost from Monkton Combe Parish Council who will also be using these facilities.
 - 307 Allotments** – The request for an allotment shed was granted. The clerk will write to the tenant accordingly.
- 6. General Parish Matters**
 - 308 Village Hall** – The next meeting of the Village Hall Management Committee is 6th July. It was also reported that repairs had been carried out on the Hall lights. The Parish Council agreed to meet the cost of this repair.
 - 309 Neighbourhood Watch** – Tom Geake presented his report.
 - Footpaths and Open Spaces**
 - 310 Footpaths** – Those councillors with their reports outstanding for the annual footpath survey will complete them and pass them to Cllr. Jenny John within the next two weeks.
 - 311 Village Green & Churchyard** – The clerk confirmed that the maintenance contract could be renewed on an annual ongoing basis. It was resolved that the Council should proceed on this contractual basis. The resolution was proposed by Robert Hellard, seconded by Tom Geake, and carried unanimously.
 - 312 Village Green – Improvements identified in Conservation Area Appraisal** - The Chairman has asked a contractor to review the feasibility of renovating the Horse Trough. Other issues were highlighted and questions raised about each. It was agreed that these should be reviewed by a small sub-committee, and the Chairman will initiate this and report to a subsequent meeting.
- 7. Planning Matters**
 - 313 Packhorse Public House – Community Asset Registration** – The clerk has not yet received a reply from B&NES Council regarding the renewal of the registration prior to expiry. Due to holidays a reply is still awaited.
 - 314 Core Strategy – Development Master Plan - Report on current status** - There is no change to the position since the last meeting. Ward Councillor Neil Butters confirmed that no Master Plan or any other documents had been submitted by the developers to the B&NES Planning Department.
 - 315 Traffic Survey Outcomes** – The survey was repeated at no further cost to the Council and a more consistent set of data achieved. The Parish Council has yet to analyse and organise this data into a more useful form.
 - 316 15/02239/FUL – The Priory, Old School Hill, South Stoke, Bath BA2 7DW** - Erection of single storey rear extension to The Priory, renovation of Priory Cottage and construction of greenhouse structure in the rear garden.
15/02240/LBA – The Priory, Old School Hill, South Stoke, Bath BA2 7DW - Internal and External alterations to erect single storey rear extension to The Priory, renovation of Priory Cottage and construction of greenhouse structure in the rear garden.
Mr. and Mrs. Brooks addressed the meeting and explained the three main parts of the application. Following this the Parish Council discussed the application and agreed the following comments:-
 - South Stoke Parish Council appreciates that great care has been given to the preparation of this application. We have NO OBJECTION to any of the proposed developments and wish only to make the following comments.*
 - 1. Consideration should be given to the alignment of the new window in the downstairs toilet in relation to the one immediately above it.*
 - 2. We understand the need for external meter boxes for Priory Cottage, but ask that alternative boxes are considered.*
 - 3. The detail of the double glazing in the utility room window of Priory Cottage should be sympathetic to the rest of the fenestration.*
 - 4. Consideration should be given to the collective appearance of the two handrails at the rear of the Priory.*
 - 5. We consider the detail and materials of the new glass house to be entirely acceptable.*

317 Planning Decisions by B&NES

- 15/00702/FUL – Turnpike Cottage Midford Road Midford Bath BA2 7DD** - Erection of single storey front extension and two storey rear extension. Target Decision Date 08/05/2015. **Application Withdrawn**
- 15/01434/FUL – Springfield House, Packhorse Lane, South Stoke, Bath BA2 7DL** - Erection of two storey extension to existing stone building to facilitate conversion to 1 no. dwelling. COMMENT ONLY - **Withdrawn**
- 15/02478/TCA – Southstoke Hall, Packhorse Lane, South Stoke, Bath BA2 7DL** – 1x Burned Beech – fell. CONSENT

318 Decisions Pending

- 15/00741/MRES – Fosseway Environment Park, Fosseway, Englishcombe, Bath BA2 8PD** - Approval of Reserved Matters in relation to application 14/00839/EMINW for the proposed erection of residual waste facility including a materials recovery facility, anaerobic digestion plant, reception building, weighbridge, outdoor storage areas and other ancillary development. **Revised Drawings**
- 14/05898/LBA – Midford Castle, Access Road To Midford Castle, Midford, Bath BA2 7BU** - External alterations to provide a painted timber porch with lead roof and half glazed painted timber door and side windows located at the external door on the 1930's extension to Midford Castle. COMMENT ONLY
- 15/00204/LBA – The Stables Midford Castle, Access Road To Midford Castle, Midford, Bath BA2 7BU** - Internal and external alterations for the restoration and renovation of existing stableblock to include upgrading heating, plumbing, electrics and insulation of building. The replacement of fibre cement roof tiles on rear roof slope with Welsh slate tiles. Rationalisation of contemporary window openings and windows. Removal of modern partitions on West side (left side) of first floor and replacement with new insulated partitions. External stone repairs and structural repairs throughout. COMMENT ONLY
- 15/01950/FUL – Southstoke Hall, Packhorse Lane, South Stoke, Bath BA2 7DL** - Renewal of external ironwork canopy. SUPPORT
- 15/01951/LBA – Southstoke Hall, Packhorse Lane, South Stoke, Bath BA2 7DL** - External alterations to include the renewal of external ironwork canopy. SUPPORT

319 Planning Appeals - NONE

320 Enforcement Update

- 13/01070/FUL - Turnpike Cottage Midford Road Midford Bath** – Planning Enforcement have advised the owners that planning permission will be required for extensions at the property and that work should be stopped until such time that approval is given. **Retrospective Application (above) Now Withdrawn**

321 Other Planning Matters to Report – Static Caravans and activity on land to rear of Harvington, Somersby, and Totannstoc. Usage of this land has been reported with one of the caravans being lived in at times, and the storage of building materials. The clerk has reported the matter to Planning Enforcement and is awaiting a reply.

322 Castle Farm – It was reported that Cream teas are being offered at this establishment. The clerk was asked to draw this to the attention of Planning Enforcement

8. Highway Matters

323 Road Closures – The A36 re-opened on Monday 22nd June.

324 Maintenance Update – The height restriction signage for Midford Bridge has been installed. Some errors were made in the positioning of some signage and B&NES highways will be rectifying this. The signage on the bridge itself which must wait until bridge repairs, requiring a road closure. Ward Cllr. Neil Butters reported that this will take place in the first week of September.

325 Problems with the Tarmac surface on South Stoke lane – Some of the poor condition of the new tarmac on South Stoke Lane was reported. Robert Hellard will follow this matter up.

326 Road Safety Issues – The clerk has written to B&NES Highways to request that a proper drain is excavated to take away the spring water so that there is a permanent solution. A further letter has been sent but no reply has been received to-date.

327 Vegetation narrowing of roads – This was reported as a general problem at this time of year. The clerk was asked to request that B&NES Council cut back the growth at the junction of the Old Midford road and the B3110.

328 Speed Restriction signage on South Stoke Road – Ward Cllr. Neil Butters reported that some of the new speed restriction signs on South Stoke road do not meet Traffic Regulation Orders (TRO). The Parish Council will review this at the next meeting.

9. B&NES Matters

330 Bath Preservation Trust – Cllr. Robert Hellard reported that the new chairman was Thomas Shepherd, a senior partner at Thrings.

Parishes Liaison Meeting – The clerk reported the main topics from the recent meeting.

10. Other Matters to Report

- 331 Keys for Fire-Proof Cabinet.** The clerk reported that he had now received the second set of keys for the cabinet. These were passed to the Chairman, together with a set of Village Hall Keys.
- 332 Litter Arising from Refuse bags -** The Parish Clerk has drafted a standard letter that can be sent to any resident identified as contributing to this problem. The Council agreed the content and format of the letter.
- 333 B&NES Governance meeting –** Cllr Tom Geake presented a report on this meeting. Attention was drawn to the City of Bath Governance Conference on 10th July.

11. 334 Correspondence Received - B&NES Review of Gambling Act 2005 Statement of Principles - Consultation. –
The council has no comment to make.

12. Financial Matters

- 335 RFO Report –** Received and noted.

336 Payments approved as standing payments or at meeting on 11th May 2015 which have now been made.

101431	Broker Network Ltd	Insurance Renewal 2015-16	278.95
101432	Mr. G. Davis	Expenses 13/4/15 - Parish Sweeper Equipment	23.97
101433	SSE Contracting Ltd	Replacement Street Light	2096.81
101434	E.ON	Electricity Bill Dated 1/5/2015	22.34
101435	Bath Preservation Trust	Membership 2015-16	15.00
101437	CPRE	Membership 2015-16	36.00
101438	Grant Davis	Parish Sweeper - 26/4 - 30/5/2015	288.45
101439	Mr. G. Davis	Parish Clerk - 26/4 - 30/5/2015	282.20
101440	B&NES Council	Traffic Survey	564.00
101441	Grant Thornton UK LLP	Audit and Annual Return 2015	120.00
101442	Mr. G. Davis	Expenses - Sweeper Equipment	9.90
101443	Grant Davis	Parish Sweeper 31/5 - 27/6/15	230.56
101444	Mr. G. Davis	Parish Clerk - 31/5 - 27/6/2015	225.84
101445	HMRC	Quarter 1 PAYE	370.80

337 Approvals requested for expenditure before next meeting.

101436	JCE Contracting Ltd	Replace Light in Village Hall	131.14
Direct Debit	Avon Wildlife Trust	Annual Membership Renewal	£48.00

- 338 Direct Debit Instruction for Annual subscription to Avon Wildlife Trust –** The Parish Council resolved to make this payment by Direct Debit and instructed the clerk to implement this.

13. 339 Dates for Future Meetings – The following dates for meetings for the coming year were agreed.

Parish Council Meetings: September 7th, December 7th, January 4th 2016, March 7th

Annual Parish Meeting: April 11th 2016

Annual Parish Council Meeting: May 9th 2016

The meeting closed at 21:10

Approved and signed 7th September 2015

Chairman