

SOUTH STOKE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 21st May 2018 at 7:00 p.m. in the Parish Hall

Present: Mr. G. Davis (Clerk)
Mr. P. Dawson
Mr. A. Done

Mrs. S. Dustin
Mrs. J. John
Mr. C. Winpenny (Chair)

Also Present: Mr. D. Sixsmith, Danny Morris, Mark Baggot, Jenny Mackewn, Ruth Hodgson, Marta Done, Brian Maggs, Roy Hayward, Ward Cllr. Neil Butters (for part of the meeting)

The chairman opened the meeting and there being many present who may not have known who everyone was asked that each person briefly introduce themselves. He then explained the process and sequence the meeting would necessarily take, commencing with the first nine items so that the Parish Council was properly convened and represented.

1. 049 Election of Officers – Chairman and Vice Chairman

Chris Winpenny indicated his willingness to stand as Chairman for the next year. He was proposed by Sue Dustin, seconded by Patrick Dawson, and duly elected unanimously.

Jenny John indicated her willingness to stand as Vice Chairman for the next year. She was proposed by Chris Winpenny, seconded by Sue Dustin, and duly elected unanimously.

2. 050 Declaration of Acceptance of Office – The Chairman and clerk signed the Chairman's Declaration of acceptance of office.

051 The Vice Chairman and clerk signed the Vice Chairman's Declaration of acceptance of office.

3. 052 Apologies for Absence – None.

4. 053 Declarations of Interest and Dispensations – Councillor Adrian Done declared his interest in the matter of the Combe Path Lawn BA22/7-8 Diversion and Crossing as a co-owner of the land from January 2018. He sought a dispensation to both speak and vote on the matter. The Parish Council unanimously agreed to allow him to speak on the matter, and agreed by a vote of 3 to 1 to allow him also to vote.

5. 054 Confidential Matters – None

6. 055 Minutes of Parish Council Meeting held on 12th March 2018 – Approved and signed by the Chairman.

7. 056 Minutes of Annual Parish Meeting held on 16th April 2018 – Approved and signed by the Chairman.

8. 057 Parish Councillor Vacancy – Co-option of a new member. The Parish Council agreed to co-opt David Sixsmith and he was proposed by Jenny John, seconded by Adrian Done and duly co-opted as Parish Councillor.

9. 058 Declaration of Acceptance of Office – David Sixsmith and the Clerk signed the Councillor's Declaration of acceptance of office.

059 The clerk notified the meeting of Ruth Haynes verbal resignation and her non-attendance for a period of six months, and that therefore she was disqualified as a Parish Councillor. The vacancy created will be advertised following the meeting.

16. The meeting now considered the matter of **Combe Path Lawn BA22/7-8 Diversion and Crossing**, which appears under item **16. General Parish Matters**.

060 The chair opened the discussion by summarising the Parish Council's position on the matter. Those members of the public attending then made individual representations on the matter.

Adrian Done addressed the meeting as the applicant. He presented the plan for the proposed footpath diversion and explained the issues surrounding it. He said that B&NES Highways and Public Rights of Way had been alerted to these matters and that they had put notices on the gates and proposed a safer crossing point some way further up the B3110 road. Ruth Hodgson, Mark Baggott, Danny Morris and Jenny MacKewn spoke to support the proposal, Jenny Mackewn also stated that the owners had no intentions for development or improving value of the land. Brian Maggs highlighted the dangers of the existing path for motorists entering the Old Midford road. Statements from Philip Raby, Mrs Scriven, and John Scriven supporting the proposal were also read out. Adrian Done concluded affirming that the land was owned to keep out development, that the proposal had approval from the Ramblers Association, and highlighted the e-mail from B&NES PROW affirming the support of B&NES Highways. In response to a question from Cllr. Jenny John, he confirmed the route of the new path would avoid the adit and pass a respectful distance away from neighbouring houses.

The Parish Council then proceeded to two resolutions to conclude the debate with agreed actions.

061 The Parish Council resolves that it will support the proposed footpath diversion but only provided that B&NES Highways Authority design and implement a road safety scheme for the crossing of this road and that the Highways Authority confirm that the footpath diversion is a necessary component of that scheme. Furthermore, under the provisions of the Highways Act 1980, that the part of the work that extinguishes the existing Right of Way is not to come into force until the Highways Authority confirms the work done. The resolution was passed by 5 votes for and 1 against.

062 The Parish Council recognises that it is a statutory consultee for the second phase of the footpath diversion application. Since it has an obligation to its electors to act in an independent and impartial role, it resolves to withdraw the offer of financial support for the application process. The resolution was passed by 4 votes for and 2 against.

Approved and signed 25th June 2018

Chairman

10. Annual Return

- 063 Accounts for year ending 31st March 2018** – The council discussed and agreed a number of the items in the accounts and then approved the accounting statements for the year ending 31st March 2018.
- 064 Review and Adoption of Standing Orders, Risk assessment, Asset Register and Financial Regulations** – The Standing Orders were reviewed and will be changed at the next meeting to reflect the meeting time of 7:00 p.m. The Risk assessment was reviewed and confirmed unchanged, but will be redrafted during the year to take account of advice from the Internal auditor. The financial regulations were confirmed as unchanged. The clerk reported that the Data Privacy policy was in the process of being drafted and will be brought to the next meeting for approval. Councillors will provide the clerk with the contact information they wish to be publicly available for themselves.
- 065 Auditor's Report** – The Council reviewed the Internal Auditor's report presented in her letter. They accepted all the points made and will be actioning all of them. They thanked the auditor for her work and agreed payment of her invoice and expenses.
- 066 Annual Return – Completion and Approval of The Annual Governance Statement 2017/18** - The Chairman read the Annual governance statements and the council approved each one. The Chairman and the Clerk then signed the Annual Return accordingly.
- 067 Annual Return – Approval of The Accounting Statements 2017/18** - The Parish Council approved the Accounting Statements for 2017/18. The Chairman and the Clerk then signed the Annual Return accordingly.
- 11. 068 Register of Members Interests** – All Councillors confirmed that they had reviewed their declarations pecuniary of interests, taking account of the Internal Auditors comments and recommendations. Each provided an updated form to the clerk.
- 12. 069 General Power of Competence** – The Parish Council unanimously resolved that from 25th May 2018, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

13. Financial Matters

- 070 Section 137 Payments** – The following subscriptions were approved to be paid by the Council under S137 provision. The motion was carried unanimously.

Bath Preservation Trust	£15.00
Council for Protection of Rural England	£36.00
Avon Wildlife Trust	£48.00

- 071 RFO Report** – Received and noted.

- 072 Payments approved as standing payments or at meeting on 12th March 2018 which have now been made.**

12:50:39	Chew Valley Trees	Retirement Gift Robert Hellard	96.24
14:26:16	ALCA	Subscription 2018-19	78.82
16:56:32	Mendip Fireplaces	Village Green Wall Repairs	319.20
DD266-MAR	E.ON	Electricity Bill Dated 1/03/2018	31.27
15:48:47	Mrs J John	Postage	3.83
09:49:52	Grant Davis	Parish Sweeper - 25/2/18-31/3/18	316.80
09:47:44	Mr. G. Davis	Parish Clerk - March 2018	270.25
09:53:13	HMRC	Month 12 PAYE	146.60
11:50:04	Mr. G. Davis	Expenses - Printer Toner	47.79
DD266-APR	E.ON	Electricity Bill Dated 1/04/2018	34.62

- 073 Receipts since meeting on 12th March 2018.**

2A-2B	Tania Rodrigues	Allotment Rent 2A&2B 2018-19	20.00
1B-4B	Geoffrey Davis	Allotment Rent 1B&4B 2018-19	20.00
BIBS	Bath Building Society	Interest 2017	75.08
1a	B&NES Council	Precept	4929.00
1b	B&NES Council	Grant	15.00
2	Allotment tenants	Allotment Rents 2018-19	120.00

- 074 Approvals requested for expenditure before next meeting.**

Came & Company – Parish Council Insurance Renewal	£299.97
Community Heartbeat Trust – Replacement Out of Date Pads	£45.60
Society of Local Council Clerks Membership Renewal 2017-18	£67.65
Sarah Richardson – Internal Audit Fee	£100.00
Sarah Richardson – Internal Audit Travel Expenses	£5.00

075 It was proposed that the following items continue to be paid by Direct Debit. The motion was carried unanimously.

- E.ON – Monthly Electricity Bill Approx.£35.00 monthly
- Avon Wildlife Trust Annual Membership £48.00
- CPRE – Annual Membership £36.00
- Bath preservation Trust £15.00
- Information Commissioner - Data Protection Registration £35.00

14. Parish Council Matters

076 Parish Councillors and their individual responsibilities

It was agreed that this would be deferred until the next meeting when it is anticipated there will be a full Council of seven members. In the meantime, Cllr. Jenny John agreed to work with Cllr. David Sixsmith to pass South Stoke Parking and Police Liaison to him.

077 Allotments – It was reported that all Allotments are let. All rents received for the year, and all plots being tended.

15. 078 Employment Matters – NJC New Pay Rates and Scales as at April 2017, and April 2018.

The Parish Council unanimously approve the pay increase back payment for the year 2017-18 (as review not done in May 2017 Sweeper £102.57, Clerk £40.32), and approve pay rate increase for year 2018-19 Sweeper £7.92 to £8.765), Clerk £9.647 to £10.107 per hour).

16. 079 General Parish Matters

- Matters Arising from Annual Parish Meeting
 - Sulis Down Development - Wide ranging review of traffic across the entire South side of Bath. – Dealt with under Planning below.
 - Parking in the Village – Any further progress to report. – Deferred until next meeting, but Cllr. Jenny John progressing potential parking site.
 - Southstoke Lane and Village Road Safety – Quiet Lane Scheme proposal – Deferred until next meeting.
 - Midford Road/Village – road safety issues
 - Midford Village - Any further progress to report. - Deferred until next meeting.
 - Castle Bend - Any further progress to report. - Deferred until next meeting.
 - Combe Path Lawn BA22/7-8 Diversion and Crossing – Dealt with earlier in meeting above.
 - Dog Waste Bins – The clerk is asked to progress this with B&NES Council

080 Midford Telephone Box – Progress Report – It was suggested that it would be more useful in a different location. The clerk and Cllr. Patrick Dawson will see if it can be moved and to which locations.

081 Village Hall – It was reported that the garden area next to the playground is being improved and maintained by Mrs. Sixsmith. The Parish Council convey their thanks for this excellent voluntary work.

082 Police liaison – Nothing further to report

Footpaths and Open Spaces

083 Footpaths – Cllr. Jenny John requested councillors carry out the annual footpath survey and distributed schedules for completion for the July meeting.

084 Village Green – It was reported that the Millennium Seat had been vandalised with Graffiti. Cllr. Jenny John will ask B&NES Council if they can assist with its removal.

085 Churchyard – It was reported that the Churchyard would be cut in preparation for 1st June.

17. Planning Matters

086 Planning Update - Sulis Down Planning Application Ref 17-02588-EFUL and Master Plan - Report on current status and Legal opinion.

It was reported that it is likely that the application will be considered at the Development Management Committee (DMC) Hearing on 6th June 2018. Transport has been highlighted as an issue, particularly the inadequacy of the response from B&NES Highways. A more detailed analysis has been sent by Mr. Steven Gourley and this followed up by a letter from the Chairman.

It is currently thought likely that the Phase 1 application will be recommended for approval, but that the Masterplan will not be brought forward with it because it has serious shortcomings.

The Parish Council will consider when best to make use of the legal advice it has obtained, and when best to make final representations prior to the DMC hearing.

Applications Received

- 087 18/01673/FUL – The Lodge, Midford Place, Midford Road, Midford , Bath BA2 7BX -** Demolition of an existing single storey rear shed and erection of a part single, part two storey rear extension.
Mr. Brian Maggs made a representation to the Parish Council that the plans should be approved, as it was an appropriate design necessary to bring the house to the standards of a modern family home.
South Stoke Parish Council **OBJECT** to these proposals. The volume increase appears to be large compared to the accepted norm, but there is no Design and Access Statement to determine this. We recognise the need to bring the house to a size suitable for a family home. We consider the proposal is well designed with good attention to detail and materials. Nonetheless, this is development in the Greenbelt and in an Area of Outstanding Natural Beauty and without the Design and Access statement to justify this with Very Special Circumstances consider that we must **OBJECT** to the application.
- 088 Planning Decisions by B&NES**
18/01044/FUL - The Linleys, Packhorse Lane, South Stoke, Bath BA2 7DL - Erection of a single-storey side extension and raising of the external patio floor level. **PERMITTED**
18/01148/TCA - Southstoke Hall, Packhorse Lane, South Stoke, Bath, BA2 7DL - 1x Bay – fell **NO OBJECTION**
18/00749/TPO - Street Record, Bumper's Batch, South Stoke, Bath - T1.Beech-Crown thin by 20%. Crown lift to 2.5m. Shorten over extended limbs by 2-3m. **CONSENT**
18/00889/CLPU- Hay Tor, Old Midford Road, Midford, Bath BA2 7DH- Siting of a caravan to provide ancillary residential accommodation (Certificate of lawfulness for a proposed use) - (Comments are not invited for this type of application) **LAWFUL**
- 089 Decisions Pending**
18/00456/FUL - Former Cricket Pavilion Southstoke Lane South Stoke Bath - Conversion of existing cricket pavilion to purpose built bat barn. **OBJECT in Principle**
- 090 Planning Appeals**
APP/F0114/W/18/3194649 - Unregistered Farm Shop and Cafe Castle Farm Midford Road Midford
Description of Proposal: Approval of all reserved matters with regard to outline application
Appeal Ref: 18/00025/CONOUT Application Ref: 17/04512/RES – Approval of all reserved matters with regard to outline application 15/03325/OUT for the erection of an agricultural workers dwelling.
Notwithstanding the submitted plans and supporting information all window frames and external door shall be constructed from timber joinery. Prior to the construction of the external walls details shall be submitted to and approved in writing by the local planning authority and the development shall thereafter be constructed in accordance with the details so approved.
- 091 APP/F0114/W/18/3196444 - Site Location: Cranleigh Farm, Midford Road, South Stoke, Bath, BA2 5SD**
Description of Proposal: The proposed building which includes a basement is not considered to be required for the purposes of agriculture and forestry. The development is therefore considered to be inappropriate development in the Green Belt and harmful by definition. No very special circumstances have been demonstrated to outweigh the harm to the Green Belt. The proposed development is contrary to paragraph 89 of the National Planning Policy Framework, policy CP8 of the Core Strategy Application Ref: 17/05266/FUL
It was reported that a Public Right of Way exists across this site, which has fallen into dis-use. Cllr. Jenny John will progress its re-instatement.
- 092 Enforcement Update –** Nothing to Report
- 093 Other Planning Matters to Report**
Aerial in Conservation Area – Deferred to next meeting
B&NES Local Plan 2016-2036 Briefing For information.
B&NES Local Plan/HELAA Site Assessment Training – Cllr. Patrick Dawson explained that this was very much a current process in which the Parish Council needed to be involved.
B&NES Draft Supplementary Planning Document Local List of Heritage Assets. For Information.
- 18. Highway Matters –** There was nothing further to report beyond those matters discussed earlier in the meeting.
- 19. B&NES Matters**
BathAvon Forum – 11th April - Report
PARISH LIAISON MEETING 28th February, 2018 – Report
Bath Preservation Trust – Report
- 20. Other Matters to Report –** Local Government Boundary Review - Extended Consultation
- 21. Correspondence Received**
Badger Culling - Bath & North East Somerset Council Resolution
- 094** The clerk reported that Sylvia Williams had requested that her Disabled Parking Bay be re-painted. The clerk was instructed to request this from B&NES Council.

22. 095 Dates for Future Meetings – The following dates for meetings for the coming year were agreed.

Parish Council Meetings: July 16th, September 17th, November 19th, January 14th 2019, March 11th 2019

Annual Parish Meeting: April 15th 2019

Annual Parish Council Meeting: May 20th 2019

The meeting closed at 22:12

Approved and signed 25th June 2018

Chairman