

SOUTH STOKE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 20th May 2019 at 7:00 p.m. in the Parish Hall

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

Mr. R. Hayward
Mrs. M. Stroud
Mr. C. Winpenny (Chair)

Also Present: Ms. S. Dawson, Ward Cllr. Neil Butters (for part of the meeting)

1. 327 Declaration of Acceptance of Office – All Councillors

Cllr. P. Dawson, Cllr. S. Dustin, Cllr. R. Hayward, Cllr. J. John, Cllr. M. Stroud, Cllr. C. Winpenny each signed their Declaration of Acceptance of Office and these were then signed by Mr. G. Davis – Clerk.

328 The clerk declared that Cllr. C. Webb was unwilling to sign his declaration of acceptance of office creating a vacant post. Ms. S. Dawson indicated she was willing to stand as councillor. Cllr. C. Winpenny proposed her as councillor, Cllr. S. Dustin seconded this, and she was co-opted unanimously as Councillor.

Cllr. S. Dawson signed her Declaration of Acceptance of Office and this was then signed by Mr. Geoff Davis – Clerk.

2. 329 Election of Officers – Chairman and Vice Chairman

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

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

3. 330 Declaration of Acceptance of Office – The Chairman and clerk signed the Chairman's Declaration of acceptance of office.

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

4. 332 Apologies for Absence – Cllr. J. John, Mr. C. Webb.

5. 333 Declarations of Interest and Dispensations – None.

6. 334 Confidential Matters – None

7. 335 Minutes of Parish Council Meeting held on 11th March 2019 – Approved and signed by the Chairman.

8. 336 Minutes of Parish Council Meeting held on 15th April 2019 – Approved and signed by the Chairman.

9. 337 Minutes of Annual Parish Meeting held on 15th April 2019 – Approved and signed by the Chairman.

10. Annual Return

338 Accounts for year ending 31st March 2019 – 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 2019.

339 Review and Adoption of Standing Orders, Risk assessment, Asset Register and Financial Regulations – In the light of the Internal Auditors comments it was agreed that the procurement procedures in the Standing Orders should be reviewed to reflect more reasonable cost limits, and that in the light of a potential insurance claim earlier in the year and the comments of the Internal Auditor in her previous report, that the clerk, the Chair and Cllr. P. Dawson would meet to redraft all three documents and bring them to a subsequent meeting for approval.

340 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.

341 Annual Return – Completion and Approval of The Annual Governance Statement 2018/19 - The Chairman read the Annual governance statements and the council approved each one. The Chairman and the Clerk then signed the Annual Return accordingly.

342 Annual Return – Approval of The Accounting Statements 2018/19 - The Parish Council approved the Accounting Statements for 2018/19. The Chairman and the Clerk then signed the Annual Return accordingly.

11. 343 Register of Members Interests – All Councillors either completed a new declaration or confirmed their existing declarations of pecuniary interests by signing again.

12. 344 General Power of Competence – The Parish Council unanimously resolved that from 20th May 2019, 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

345 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

346 RFO Report – Received and noted. A small discrepancy arising from a late presented cheque of £25 was highlighted and corrected going forward.

347 Receipts since meeting on 11th March 2019.

10	Mr. Steven Skinner	Grant towards Memorial Bench	1145.83
11	Bath Building Society	Interest	117.21
1	B&NES COUNCIL	Parish Precept April 2019 - Part 1	5679.00
2	South Stoke Parish Hall	Grant towards cost of replacement heaters	1940.00
3	Allotment Tenants	Rent payment 2019-20	150.00
4	Member of Public	SDDP Contribution	1000.00
5	Member of Public	SDDP Contribution	500.00
6	Member of Public	SDDP Contribution	1000.00
7	Member of Public	SDDP Contribution	100.00

348 Payments approved as standing payments or at meeting on 11th March which have now been made.

DD266-MAR	E.ON	Electricity Bill Dated 1/3/2019	43.88
19:10:42	ALCA	Annual Subscription 1/4/19 - 31/3/20	79.37
19:13:23	Grant Davis	Parish Sweeper - 3/3/19-30/3/19	280.40
19:15:58	Mr. G. Davis	Parish Clerk - March 2019	282.95
19:18:15	HMRC	Month 12 PAYE	141.00
101480	Ian Harrison	Christmas Lights Electricity	25.00
11:49:18	SSE Contracting	Lighting Maintenance Jan-March 19	76.10
16:46:17	Mr. G. Davis - Fireplace Megastore	Village Hall Heaters	500.00
16:47:27	Mr. G. Davis - Fireplace Megastore	Village Hall Heaters	2038.00
DD266-APR	EON	Electricity Bill Dated 2/4/19	48.58
15:03:44	Grant Davis	Village Sweeper 31/3 to 27/4/19	300.60
15:06:56	Mr. G. Davis	Parish Clerk April 2019	290.55
15:08:43	HMRC	Month 1 Paye	147.40

349 Payments for approval which have been made since 1st May or are yet to be made.

Mrs. S. Richardson	Audit fee	100.00
Mrs. S. Richardson	Audit Travel Costs	5.00
SLCC	Clerk's Membership Renewal SSPC contribution	66.58
G Davis	Expenses Audit Lunch	6.00
G Davis	Expenses Printer Cartridge	54.88
Came & Co	Parish Council Insurance Renewal	361.97

350 It was proposal 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

351 Parish Councillors and their individual responsibilities

Patrick Dawson	Midford Highways, Midford liaison, Midford Road, Cycle Paths, Wessex Water and Sustrans liaison, Financial monitoring.
Sue Dawson	South Stoke Highways & Ad hoc South Stoke matters, Police liaison, Non-Strategic Planning.
Sue Dustin	Village Hall Management Committee, ALCA Representative.
Roy Hayward	Sulis Down matters and development, Strategic Planning
Jenny John	Vice Chair Footpaths, Allotments and Open Spaces, Parish Notes, Trees, Millennium Wood and Churchyard, South Stoke Highways & Ad hoc South Stoke matters.
Mags Stroud	Strategic Planning, Newsletter, CPRE and Cotswold Conservation Board liaison.
Chris Winpenny	Chairman Strategic Planning, BPT Meetings and liaison, ALCA Rep.
Geoff Davis	Clerk & Responsible Financial Officer

352 Allotments – It was reported that we have lost contact with one tenant who has not renewed. As this plot has not been maintained it is now considered vacant.

15. General Parish Matters

- 353 **Broadband Provision in South Stoke and Midford** – TrueSpeed are active in the area and have indicated they have approval for the works in South Stoke and Midford. We await further information.
- 354 **Removal of Rowan Tree from Village Green** – The stump remains to be reduced, and a replacement tree has been Offered by a resident. Cllr. Jenny John will progress both these matters.
- 355 **Southstoke Lane and Village Road Safety** – Following a meeting with a B&NES Officer a number of proposed measures are planned to take forward. We await a response from the officer regarding these as all may need some Parish CIL money to fund them.
- 356 **Midford Road/Village – road safety issues** – These were reported to the Annual Parish Meeting.
- 357 **Combe Path Lawn BA22/7-8 Diversion and Crossing** – The Parish Council will chase B&NES PROW & Highways for the road safety changes and remedial works regarding the splash point by the exit on the B3110.
- 358 **Midford Phone Box** - The Midford residents have met to discuss the relocation of the phone box and any refurbishment will wait until further comment from them.
- 359 **Sulis Down. Update on Hignett Family Trust proposals** – Dealt with under Planning later in the meeting.

Village Hall

- 360 **Replacement of failed heating system** – The replacement heaters have been purchased and delivered. It is believed they have also been installed. They were procured by the Parish Council who will deal with the VAT issues on them.
- 361 **Review of Grant Funding for the current year** – As the heaters have now been installed and everything paid for, the Chair and Cllr. Patrick Dawson will discuss any further funding with the Village Hall Management Committee.
- 362 **Police Liaison – PCSO Meeting Place** The previous meeting was Thursday 14th March at 11:30 a.m. in the Packhorse Pub. The next meeting is on 17th June at 11:30 in the Packhorse Pub.

Footpaths and Open Spaces

- 363 **Replacement Memorial Bench – Grove Path** – We await delivery of the bench. The old bench has yet to be removed.
- 364 **Millennium Seat** – It was reported that the various acts of vandalism have all now been repaired, including the most recent fire damage.
- 365 **Churchyard** – The new contract for the Agency Agreement has not been taken any further by B&NES Officers and appears to be forgotten. It was agreed to leave it that way as we have an adequate existing agreement.

16. Planning Matters

Sulis Down Planning Application Ref 17-02588-EFUL and Master Plan

- 366 **The current position was set out in the Planning Update report.**
- 367 **The Parish Council resolved to form an Executive Committee** to consider the Sulis Down Development Proposals, the existing approved Application and associated Section 106 agreement, the current proposals to have the site included as a Strategic Site in the West of England Joint strategic Plan, and any future proposals or developments.
- 368 **It was agreed that the members of this committee should be:-** Cllr. Chris Winpenny, Cllr. Mags Stroud, Cllr. Roy Hayward, Cllr. Sue Dawson, and advisory members of Mr. Colin Webb and Mr. Robert Hellard.
- 369 **It was agreed that the date and time for the first meeting of this committee be** Monday 10th June at 7:00 p.m. in the Village Hall.
- 370 **The Agenda for this first meeting** will be prepared by the Chair and Cllr. Mags Stroud and provided to the clerk for publication at least three working days in advance of the meeting.

Applications Received

- 371 **19/01616/FUL – Parcel 9238 Packhorse Lane South Stoke Bath** - Alteration of existing field access and creation of new farm track.
South Stoke Parish Council **Object in principle** to this proposal as there are no Very Special Circumstances provided or existing which would outweigh the harm done by the proposed development.
The introduction of a concrete road into this Green Belt location will undoubtedly cause harm by its visual impact from both within the Parish and from neighbouring areas across the valley.
Some re-grading of parts of this field and the construction of the proposed level area at the access point would we think meet the stated agricultural needs, without the introduction of such a permanent, visually obtrusive, concrete structure.
- 372 **Decisions Pending**
19/00809/FUL - Pack Horse Farm, Old Midford Road, Midford, Bath BA2 7DQ - Conversion of existing barn into site manager's accommodation and site facilities serving existing equestrian DIY livery business.

373 Planning Decisions by B&NES

19/00141/FUL – The Conifers, Old Midford Road, Midford, Bath, BA2 7DQ - Replacement of conservatory with garden room extension to dwelling. **PERMITTED**

19/00145/FUL – Parcel 8120, Old School Hill, South Stoke, Bath - Erection of two detached dwellings. **WITHDRAWN**

19/00881/TCA – Brantwood, Southstoke Lane, South Stoke, Bath BA2 7DN - T1- Lime- Fell T2- Lime- reduce from 13m to 9m, T3- Lime- reduce from 17m to 12m, T4- Lime- reduce from 18m to 12.6m, T5- Lime- reduce from 16m to 11.2m, T6- Maple- Fell, plant cherry in different location. **NO OBJECTION**

19/01418/FUL – Kingsfield, Old Midford Road, Midford, Bath BA2 7DH- Erection of single storey extension to east side of dwelling, refurbishment work including new rooflights and windows to proposed loft conversion, new canopy over front door and enlargement of existing terrace at east side of house. **PERMIT**

Planning Appeals - NONE

374 Enforcement Update

19/00243/UNDEV - Parcel 3131 Tucking Mill Lane Midford Bath - Creation of hardstanding area. - Under Investigation by B&NES Officers.

19/00038/UNDEV- Belle Vista Farm Old Midford Road Midford Bath - Alleged Unauthorised Development and Use of Land for Disposal of Waste – Under Investigation by B&NES Officers. Nothing further to Report.

375 Other Planning Matters to Report

Briefing Note For Parish & Town Councils On The Local Plan 2016-2036 (April 2019)

17. Highway Matters – There was nothing further to report beyond those matters discussed earlier in the meeting.

18. 376 B&NES Matters

Parish Liaison Meeting - Next Meeting 24th July 2019

Bath Preservation Trust – Nothing to Report

19. Other Matters to Report

377 The clerk reported that the Parish Council Notice Boards may need replacement, and the Midford Board possible relocation. The clerk will report to the next meeting.

378 The clerk reported that the Snow Wardens Grit spreader will need to be re-homed following his move. Cllr. Sue Dustin agreed to discuss possible locations with various residents.

20. Correspondence Received - None

21. 379 Dates for Future Meetings – The following dates for meetings for the coming year were agreed.

Monday 15th July 2019, Monday 16th September 2019, Monday 18th November 2019

Monday 13th January 2020, Monday 9th March 2020

Annual Parish Meeting: Monday April 20th 2020, Annual Parish Council Meeting: May 18th 2020

The meeting closed at 22:00

Approved and signed 15th July 2019

Chairman