

SOUTH STOKE PARISH COUNCIL
Minutes of the Parish Council Meeting held on 24th September 2024 at 7:00 p.m.
In The Village Hall

Present: Cllr. P. Beazley-Long (Chair) Cllr. Gary Passmore
Mr. G. Davis (Clerk) Cllr. Andrew Peters
Cllr. Mark Knowlton Cllr. Jonathan Woodings
Cllr. Amanda Page
Others Present: Ward Cllr. Fiona Gourley, Robert Hellard

1. **771 Apologies for Absence** – Cllr. Anne Ward
2. **772 Declarations of Interest and Dispensations** – None
3. **773 Confidential Matters** – The Parish Council resolved to exclude the Public for item 8 Planning Matters - 22/02169/EOUT - Outline Application with an EIA attached - Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath - Planning Appeal: Appeal Ref: 3349501
4. **774 Minutes of the Parish Council Meeting** held on 23rd July 2024 – Approved and signed by the Chairman.
5. **Parish Council Matters**
 - 775 **Staffing – Recruitment of Assistant/Trainee Clerk.** The Clerk presented a Job description and advertisement which was reviewed and approved. The Clerk was asked to proceed with the recruitment process, placing the advert with ALCA and the Bath Echo. Councillors will join the Clerk in a recruitment panel when appropriate.
6. **Financial Matters**
 - 776 **RFO Report** – Received and noted. The report was signed by the Clerk and Cllr. Amanda Page. The Clerk was asked to add dates to the list of Payments and the list of Receipts since the previous meeting on future reports.
 - 777 **Balance per Bank Statements as at 01/09/2024**

Current Account HSBC	£2,700.96
Deposit Account Bath Building Society	£8,998.55
Deposit Acc ex.-Base rate Tracker Bond - Bath Building Society	£22,438.95
 - 778 **Receipts since meeting on 23rd July 2024** - None
 - 779

Payments approved as standing payments or at meeting on 23rd July which have now been made.

DD-AWT	Avon Wildlife Trust	Subscription 2024-25	48.00
BNKChg-June	HSBC	Bank Charges June	8.00
DD266-June	N-Power	Electricity 01/06/24 - 30/06/24	12.22
16:42:38	Grant Davis	Village Sweeper 01/07/24 to 28/07/2024	472.80
16:45:07	Mr. G. Davis	Parish Clerk July 2024	538.15
16:47:21	HMRC	Month 4 Paye 2024-25	134.60
BNKChg-July	HSBC	Bank Charges July	8.00
20:15:59	Mr. G. Davis - Toolstation	Sweeper Broom	23.78
20:31:50	Spar logistics - BritishBits	Refurb Telephone Box - Initial Payment	975.00
20:24:02	Mardan removals	Removal & Transport of Phone Box - Journey 1	900.00
DD266-July	N-Power	Electricity 01/07/24 - 31/07/24	12.48
20:42:14	Grant Davis	Village Sweeper 29/07/24 to 25/08/2024	472.80
20:45:32	Mr. G. Davis	Parish Clerk August 2024	538.35
20:48:00	HMRC	Month 5 Paye 2024-25	134.40

- 780 Payments for approval which have been made since 24th September 2024 or are yet to be made.

BDO LLP	External Audit Fee Year Ended 31 st March 2024	£378.00
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- 781 **Notice of Conclusion of Audit** – The Clerk report that the External Audit by BDO LLP has been concluded, that BDO LLP report that the Return had been completed in accordance with Proper Practices and that no other matters had come to their attention. The Clerk confirmed that The Notice of Conclusion of Audit is now properly displayed on Noticeboards and the Website.
- 782 **HSBC New Bank Mandate** - The Clerk confirmed that the new HSBC Bank Mandate is now in place, and can be viewed online.
- 783 **HSBC Authorised Online Users and Payment Authorisation changes.** It was agreed that the current arrangements where each Councillor who is an Online User can setup and authorise payments should remain and that dual authorisation is not suitable at the present time.
- 784 **Review and Adoption of Financial Regulations** New Financial Regulations based on the new NALC model Financial Regulations were reviewed, and adopted.
- 785 **Community Infrastructure Levy (CIL) Funds** – Cllrs. Reviewed the CIL report for the current year noting that in the absence of any further receipts the unallocated balance in this reserve remains at £2,841.94.
- 786 The Clerk was asked to write again to the B&NES CIL Officer to request a statement of any further CIL due to the Parish Council. Ward Cllr. Fiona Gourley to be copied into the request.

7. General Parish Matters

- 787 Parish Councillor Responsibilities** – Individual Parish Councillor as currently shown on the Website were agreed as correct, save for the omission one minor word, which the Clerk will correct.
- 788 Midford Telephone Box** – It was reported that the refurbishment of the Telephone Box is almost complete, that the new base has been prepared, and transport for its return to be organised in the near future.
- 789 Request for Defibrillator in Midford** – Cllr. Mark Knowlton reported that the British Heart Foundation grant funding opens again in October, and that the owner of the Hope & Anchor Car Park is willing for one to be sited there and can provide the necessary power connection. Cllr. Mark Knowlton will take this forward.
- 790 Midford Parish Council Notice Board** – The Midford Parish Council notice board has been removed as the wall on which it was located has been partly demolished to form a new gate. It was agreed that the board should be re-sited on the opposite side of the road mounted on posts, next to the grit bin. The Clerk will organise this work and liaise with a Councillor to implement it in due course.
- 791 Village Hall** – The Bath and West Community Energy fund is open to applications until 31st October. The Clerk will forward the grant information to Cllr. Andy Peters.
- 792 Allotments** – The Parish Council agreed that Cllr. Anne Ward should write to tenants with Uncultivated Plots, explaining that there is now a waiting list, and asking them to give up their plot if they are no longer able to maintain it.
- 793 Police liaison and Neighbourhood Watch** – The report from the PCSO was shown and received with interest.
- 794 Churchyard** – Robert Hellard has secured agreement from B&NES Cemeteries to make the necessary repairs to the Southern Wall, and they have engaged a Contractor to carry out the work. The North Wall is not considered to be at risk of any collapse and so will not be considered for repair for the time being.
- 795 Website and IT Upgrades – Transfer of Domain and e-mails** – All Councillors have confirmed that they are now using the new southstokepc.org e-mail address, and this now completes this process.
- 796 .Gov.UK Domain** – the Clerk reported that the Parish Council is able to register a southstokepc.gov.uk domain name, together with associated e-mail addresses, and that a grant of £100 is available to assist with this transfer. The Parish Council agreed that this was a more professional and appropriate step to take, and the Clerk will progress the matter through the coming months.
- 797 Noticeboard for Sulis Down** – Vistry have confirmed that they are actively progressing this matter and the Clerk will continue to liaise with them.
- 798 Litter bins, Parish Litter and Sweeping in Sulis Down** – These matters are not available for discussion at this time, with either the developer or their management company.

Footpaths and Open Spaces

- 799 Grove Path Field Gate - Barbed Wire** – B&NES PROW have indicated that they are happy with the barbed wire on the top of this gate, as it has now been securely fixed to the gate and is at a suitable distance from the kissing gate.
- 800 Footpaths** – As reported at the last meeting Cllr. Anne Ward has completed and sent the annual Footpath Report to B&NES PROW. There was nothing of significance in the report, and IdVerde have done their cut of the relevant footpaths.
- 801 Village Green** (and South Stoke Village centre) – Nothing to report this meeting

8. Planning Matters

- 802 Planning Update - Sulis Down Developments**
22/02169/EOUT - Outline Application with an EIA attached
Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath Bath and North East Somerset
Planning Appeal: Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath
Appeal Ref: 24/00036/RF Application Ref: 22/02169/EOUT Planning Inspectorate Appeal Ref: 3349501
Parish Council further Comments and Response required by the 8 October 2024.
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| Case Details | Dates | Case Type | Planning Appeal (W) | Start Date | 03 Sep 2024 |
| Procedure | Inquiry | Appellant/LPA | | | |
| Questionnaire due | 10 Sep 2024 | Statement(s) due | 08 Oct 2024 | | |
| Interested Party Comments due | 08 Oct 2024 | Event Date | 28 Jan 2025 | | |
| Case Officer | Tim Salter | Inquiry Evidence due | 31 Dec 2024 | | |
- The Parish Council discussed their intended response to the Appeal.
- 803 The Parish Council resolved to jointly apply for Rule 6 Status, with Combe Hay Parish Council**, as a party to the appeal. The motion was proposed by Cllr. A. Peters, seconded by Cllr. J. Woodings and carried by majority.
- 804 It was further agreed to hold a meeting on 22nd October at 7:00 p.m. in the Village Hall** to discuss and agree the Statement of Case.

- Applications Received**
- 805 **24/03411/FUL - Parsonage Barn, Packhorse Lane, South Stoke, Bath BA2 7DL - Replacement of existing windows and doors. No Comment to make.**
- 806 **Decisions Pending**
- 24/00781/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - Internal works as described in Design and Access Statement (Retrospective).**
- 23/04626/FUL & 23/04627/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - Installation of replacement front and rear gates (Retrospective).**
- 23/04627/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - External alterations for the installation of replacement front and rear gates (Regularisation).**
- 23/02444/FUL - Hazel Elm, Old Midford Road, Midford, Bath BA2 7BY - Erection of a replacement dwelling, to follow removal of existing house and outbuildings.**
- 807 **Planning Decisions by B&NES**
- 24/02431/NMA - Parcel 4234, Combe Hay Lane, Combe Hay, Bath - Non-Material Amendment to 21/02214/EVAR (Variation of Condition 24 (Plans List) of application 17/02588/EFUL (Full planning permission for the erection of 171 residential units, open space, green infrastructure)) APPROVE**
- 24/01186/TCA - Brantwood, Southstoke Lane, South Stoke, Bath BA2 7DN - T1 Ash Tree – fell - No Objection**
- 24/00268/CONSLT - Castle Farm, Midford Road, Midford, Bath BA2 7PU - Consultation request from Woodlands Champion Club for the operation of a certified exempted camping and caravan site under paragraph 5 of the first schedule, Caravan Sites and Control of Development Act, 1960 at Castle Farm, Midford Road, BA2 7PU - No Objection**
- 23/01069/FUL - Withdean, Old Midford Road, Midford, Bath BA2 7DH - Erection of a replacement dwelling on the footprint of an existing dwelling on site. – Revised Plans received with target decision date of 15/09/2023. Application Permitted**
- 808 **Enforcement Update**
- 23/00242/UNDEV – Manor Farm Old School Hill South Stoke Bath - unauthorised gates – See 23/04626/FUL & 23/04627/LBA - Above**
- 809 **Planning Appeals**
- Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath**
- Appeal Ref: 24/00036/RF Application Ref: 22/02169/EOUT Planning Inspectorate Appeal Ref: 3349501**
- 810 **Other Planning Matters to Report**
- Keynsham Town Council - Involving Parish Councils with Environment and Sustainability plan.**
9. **Highway Matters**
- 811 **A36 Limpley Stoke – closure for carriageway repairs and stabilisation**
- Serious issues on Tucking Mill Lane are reported by a resident. Monkton Combe Parish council have reported these matters and they were pursued at the Parishes Liaison meeting on Weds. 18th Sept. Ward Cllr. Fiona Gourley is also pursuing the matters vigorously with B&NES Highways and National Highways. Both this Parish Council and Monkton Combe, and Ward Cllr. Fiona Gourley will continue to press for the signage stating Access Only and Unsuitable for Diverted Traffic for Tucking Mill Lane (both ends).
- 812 **Midford Road/Village – Midford Residents have requested Radar Speed Signage. Cllr. Mark Knowlton reported that the 20 m.p.h. limit has changed driver behaviour, but with drivers following through at the speed of the leading car. Cllr. Mark Knowlton will continue to progress the necessary approval from B&NES Highways, and funding from the Avon & Somerset Police Road Safety Fund. The Parish Council agreed with the signage in principle, but concern was expressed about over urbanising the village.**
10. **B&NES Matters**
- 813 **Parish Liaison Meeting – The Chair and the Clerk reported on the meeting held on 18th September.**
- 814 **Bath Preservation Trust – Monthly Newsletters have been circulated.**
11. **Other Matters to Report**
- 815 **Midford Brook – High Phosphate Levels – The matter is being progressed by B&NES Council.**
12. 816 **Correspondence Received – The following correspondence was circulated to Councillors.**
- WERN - Rural Housing Support**
- Avon and Wiltshire Mental Health Partnership NHS Trust - World Mental Health Day events**
- Community Enterprise Catalyst (Bath & North East Somerset) - Improving care and help at home support to older vulnerable people in your parish**
13. 817 **Dates for Future Meetings – The following dates were confirmed for the year's meetings:-**
- Tuesday 26th November 2024 – 7:00 p.m. - Parish Council Meeting
- Tuesday 21st January 2025 – 7:00 p.m. - Parish Council Meeting – Budget & Precept
- Tuesday 25th March 2025 – 7:00 p.m. - Parish Council Meeting
- Tuesday 22nd April 2025 – 7:30 p.m. – Annual Parish Meeting
- Tuesday 20th May 2025 – 7:00 p.m. – Annual Parish Council Meeting
- The meeting closed at 22:10 p.m.**