

EAST HARPTREE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 21st JULY 2015

VENUE AND TIME OF THE MEETING: EAST HARPTREE THEATRE @ 7.30pm

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| | | <i>Present:</i> Cllrs Peter King (Chair), Mike Jennings, Andrew Jones; also in attendance Alan Butcher (Clerk) | |
| 728 | | <i>Apologies for absence.</i> Cllrs Paul Waldron, Tim Warren. | |
| 729 | | <i>Co-option of persons to four vacant places.</i> Three additional persons to be co-opted onto the Parish Council to fill vacancies due to insufficient nominations. Advertisements had been placed but there had been no response to date. | |
| 730 | | <i>Public Forum:</i> The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation. No members of the public were present. | |
| 731 | | <i>Declarations of Interest:</i> Cllr Jones declared a personal interest in the planning application for Water Street. | |
| 732 | | <i>Acceptance of the Minutes of previous meetings:</i> Minutes of the meeting held on 30 th June 2015 were agreed and signed as a true record. | |
| 733 | | <i>Matters Arising from the Minutes of the previous meetings:</i> (not included in other agenda items) (558): Footpath map – the clerk had prepared two copies of these maps which were handed to Cllr Jennings. (558): Dark Skies policy – Cllr Jones advised that the CVNP document contained a suitable policy and it was agreed that this should be adopted in due course. | |
| 734 | | <i>Planning:</i> i) Application 14/05435/FUL – Rock Bungalow, Church Lane. Application withdrawn. This was noted. ii) Cllr Jones advised that the Water Street application would be going to the Planning Committee on 28 th July. No official notification had been received as yet. Councillors noted that the Parish Council objections had already been submitted and that it was not necessary for the council to be represented at the committee. After discussion, it was agreed that Cllr Jones should represent the Parish Council and reiterate their objections at the meeting. Clerk to advise BANES. | Clerk/ AJ |

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| | | <p>iii) Clerk to check on two previous applications where access was being gained from Water Street rather than Whitecross Road which was causing traffic issues and the property recently refurbished in Church Lane where concern had been expressed about the roofing materials and also the rebuilding of the boundary wall.</p> | Clerk |
| 735 | <p><u>Road Sweeping and Highways:</u></p> <p>i) Highways maintenance sheet – the clerk had sent the updated sheet to Highways and had received acknowledgements.</p> <p>ii) Other matters reported – clerk to chase up bags for the road sweeper.</p> <p>iii) Concern was expressed about obstructive parking in Middle Street when functions were taking place; it was suggested that the police should be asked to attend on these occasions.</p> <p>iv) It was noted the vehicles from a property adjoining Grey Hollow bungalows (believed to be “The Keep”) were being parked in resident’s spaces causing congestion. Clerk to contact CURO Housing to advise of situation.</p> <p>v) The possible extension to the 30mph limit on the B3114 was also being considered by West Harptree – clerk to liaise.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> | |
| 736 | <p><u>Parish Council Matters:</u></p> <p>Place Making Plan – Report on meeting with Julie O’Rourke. Clerk to contact Julie to obtain confirmation of any changes made following the meeting on 16th June.</p> | Clerk | |
| 737 | <p>Housing Development Boundary/Open Spaces – Clerk to complete forms supplied by Julie O’Rourke to include the Orchard area and The Court parkland.</p> | Clerk | |
| 738 | <p>Chew Valley Wide Area – Neighbourhood Plan including distribution of option documents to parish households. Cllr Jones had received information to be distributed to each household prior to the drop-in session on 25th July. It was agreed that Cllr Jennings should distribute in Whitecross Road, Cllr Jones in Middle Street, Chris Billingham in Water St., and that Paul Sperring would do Church Lane and Townsend using his highway hours. The venue had been organised and a supply of milk and biscuits was required. A request for the final version of the Parish Character Assessment was requested for 25th July; clerk to organise if not already distributed.</p> | Clerk | |
| 739 | <p>Community fibre broadband – there was no further progress on this item; it was agreed to remove it from the agenda until there were further developments.</p> | | |
| 740 | <p>Website. In hand with the clerk.</p> | Clerk | |
| 741 | <p>Proposed Parish email contact list. The clerk expressed reservations about using the “village list” to establish the parish council list. It was agreed to consider this option further and to distribute a flyer to the parish regarding the proposed list.</p> | Clerk | |

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| 742 | Defibrillator – The clerk had circulated a summary of the three options available for the replacement of the machine. It was agreed to go ahead with the Community Heartbeat machine as used by BANES and to advise West Harptree of this decision. | Clerk |
| 743 | Recycling – Cllr Jennings was concerned that garden waste being put out for collection in non-BANES bags was not being collected and was being left in the highway to degrade and cause a nuisance. Clerk to check with BANES and advise. | Clerk |
| 744 | <u>Financial:</u> Bank Mandate – Confirmation of the changes to be confirmed. | |
| 745 | Parish Council Banking - Cheques to be signed as follows: i) P Sperring - £190.56 - This was agreed and a cheque raised. ii) Post Office – Clerk’s & Sweeper Tax - £136.77 - This was agreed and a cheque raised. iii) A J Butcher – salary and expenses. - £395.40 - This was agreed and a cheque raised. iv) Payment to internal auditor - £75.00 - This was agreed and a cheque raised. | |
| 746 | Arrangements for payments during August – a shortened meeting to be called in August to deal with urgent matters including cheque payments. | |
| 747 | End of year accounts and Annual Return –the audited accounts were circulated and agreed. The annual return was completed and signed. | |
| 748 | Grant for tree works at Playing Field – the previously agreed grant was confirmed; further details and information was awaited. | |
| 749 | <u>Correspondence:</u> i) Local Flood representative – deferred until September meeting. ii) A Rural Facilities Questionnaire had been received. It was agreed to add the part time volunteer run shop under community facilities. | Clerk |
| 750 | <u>Meetings attended:</u> Cllr Jennings had attended meetings of the Theatre Committee and Playing Field. Cllr Jones had attended CVNP meetings. | |
| 751 | <u>Matters of Report:</u> None. | |
| 752 | <u>Date and Time of Next Meeting:</u> 18 th August 2015, 7.30pm at The Theatre with a shortened agenda. | |

The meeting closed at 9pm.

Alan Butcher,
Parish Clerk,
30th July 2015
01749 870358;
eastharptreeparishcouncil@gmail.com