

EAST HARPTREE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 20th OCTOBER 2015**

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

		<u>Present:</u> Cllrs Peter King (Chair), Mike Jennings, Paul Waldron, Andrew Jones and John Darvill; also in attendance Alan Butcher (Clerk)	
785		<u>Apologies for absence.</u> Cllr Tim Warren.	
786		<u>Co-option of persons to vacant places.</u> Two additional persons to be co-opted onto the Parish Council to fill vacancies due to insufficient nominations. No further applications had been received.	
787		<u>Public Forum:</u> The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation. No members of the public were present.	
788		<u>Declarations of Interest:</u> None. The matter of dispensations for councillors associated with the Chew Valley Neighbourhood Plan and the Place Making Plan had been raised by BANES and was discussed. Clerk to circulate dispensation forms for completion by all councillors before or at the start of the next meeting.	Clerk
789		<u>Acceptance of the Minutes of previous meetings:</u> i) Minutes of the meeting held on 15 th September 2015 were agreed and signed as a true record.	
790		<u>Matters Arising from the Minutes of the previous meetings:</u> i) Defibrillator – the clerk had contacted AED Locator about the proposed replacement machine for East Harptree but had received no reply. It was agreed to purchase a “Community Heartbeat” machine to be located at the Pavilion. Clerk to write to Playing Field Committee regarding positioning and electric supply. Cllr Jones to speak to Chris Head about guardianship. Clerk to write to West Harptree asking if they will be purchasing an additional machine. ii) Previous planning applications – The clerk had located the planning application for Zion Place where a query had been raised about the type of roof tiles used. The documents were unclear as to whether second-hand tiles should have been used rather than new. Clerk to clarify with planning dept. Clerk to check on applications relating to The Courtyard (Home Farm) to confirm access and address arrangements.	AJ Clerk Clerk

		<p>iii) Parking in Middle Street – Cllr King had the matter in hand with the police.</p> <p>iv) Parking in Greyhollow – Cllr Waldron had spoken to the owners of the vehicles who had been in touch with Curo Housing who had advised that “Residents only” parking could not be enforced. The sign had now been removed and it was agreed to take the item off of the agenda.</p> <p>v) 30mph limit extension on B3114 – Clerk still to speak to West Harptree.</p>	<p>PK</p> <p>Clerk</p>
791		<p><u>Planning:</u> No planning applications or notifications of same have been received prior to the issue of this agenda. See item under Matters of Report.</p>	
792		<p><u>Road Sweeping and Highways:</u></p> <p>i) Highways maintenance sheet – Clerk to bring matter of damaged signs on the B3114 to highways attention.</p> <p>ii) Parish Sweeper scheme review – Cllr King to speak to Paul Sperring. Meeting to be arranged with Patricia Vincent at BANES to be attended by Cllr King and Paul to review the scheme. It was suggested that an item be included in the Parish Magazine; Cllr Waldron to provide photo of Paul Sperring in action.</p>	<p>Clerk</p> <p>Clerk</p> <p>PK/PW</p>
793		<p><u>Parish Council Matters:</u> Place Making Plan:</p> <p>i) Local Green Space designation – the Clerk had written to Julie O'Rourke asking for Parkers Mead to be included as a green space as originally included.</p> <p>ii) Concern was still expressed about the fulfilment of the 10 – 15 quotation of housing for the village particularly if Pinkers Farm did not yield 5 – 7 dwellings as originally proposed.</p> <p>iii) It was noted that draft documents would be published in November which would allow further comment.</p>	
794		<p>Chew Valley Wide Area – Neighbourhood Plan:</p> <p>i) CIL funding for Parish Councils – options. After discussion it was agreed that the best option was to join with other parishes in sharing the funds generated by the levy.</p> <p>ii) Parishes Character Assessment – There was a requirement to involve parishioners in reviewing the PCA. In particular, the village needs to focus on what they would want to see in East Harptree including the type and design of dwellings to be built in the village and car parking issues amongst others. This would provide further guidance for developers, etc. It was agreed that Cllr Jones will draft an email for circulation on the village list about these matters.</p> <p>iii) Housing and Environment Options – evidence of public consultations including minutes and information from the PMP were required. Cllr King has the draft documents and will bring them to the next meeting.</p>	<p>AJ</p> <p>PK</p>

	<p>795</p> <p>796</p> <p>797</p> <p>798</p> <p>799</p> <p>800</p> <p>802</p>	<p>iv) Cllr Jones will endeavour to attend the Parishes Liaison meeting on 21st October.</p> <p>Parish email contact list – Clerk to circulate details of the “Your care Your way” consultation and details relating to the CVNP. Details of agenda and minutes also to be circulated.</p> <p>Remembrance day arrangements – Cllr Jennings has these in hand.</p> <p>Suggested cup or prize for the Flower Show – Cllr Jennings had spoken to John Langhorn and a meeting was proposed in the new year. It was suggested that photographs taken by the Primary School children could be used for a calendar with a prize for the best provided by the PC.</p> <p>Date and venue of 15th December meeting – the school had asked if the December PC could be held in the school to allow use of the Theatre for the Christmas play. This was agreed; Cllr Waldron to speak to the school.</p> <p>Disabled access to Parish Council meetings – It was agreed that, whilst there was no disabled access to the Theatre, the council should make it known that should disabled access be required at meetings, an alternative accessible venue could be arranged.</p> <p>Parishes Liaison Meeting – 21st October. Cllr Jones will endeavour to attend.</p> <p>Meetings attended by Councillors other than above. Cllr Jennings had attended a meeting of the Playing Field Committee and Cllr Darvill a meeting of the Chew Valley Forum regarding the Your Care Your Way consultation.</p>	<p>AJ</p> <p>Clerk</p> <p>PW</p> <p>Clerk</p> <p>AJ</p>
	<p>803</p> <p>804</p>	<p><u>Financial:</u></p> <p>Parish Council Banking - Cheques to be signed as follows:</p> <ul style="list-style-type: none"> 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) Alltree Services invoice re: Coriscan Pine - £567.00 – This was agreed and a cheque raised. v) Krystal Hosting website domain and hosting package. The clerk advised that due to problems with the existing host for the website he had organised a new host package. However, the website had “crashed” and he was in process of rebuilding. He had also paid the domain name charge and would bring these invoices to the next meeting. <p>Quarterly financial review. This was circulated and agreed.</p>	<p>Clerk</p>
	<p>805</p>	<p><u>Correspondance</u></p> <p>“Your Care Your Way” consultation, closing date 30th October. Home Energy grants information. Both of these items to be circulated via the email list. Riparian Ownership of streams information. This was passed to Cllr King. Copy to be forwarded to Cllr Jones.</p>	<p>Clerk</p>

Draft minutes subject to acceptance at the next meeting.

806	<u>Matters of Report:</u> Planning application 15/04619/CLEU – The Paddock, Culver Lane, East Harptree – Certificate of Lawfulness for an existing use. This application had been received after the agenda had been prepared and issued and concerned the breach of an agricultural occupancy restriction. Councillors agreed that they wished to offer no response to this application. Advice that the application has been considered to be posted on Notice Boards, website and via the email list asking for any comments. Clerk to respond to BANES by 3 rd November.	Clerk
807	<u>Date and Time of Next Meeting:</u> The next scheduled meeting is 17 th November 2015.	

The meeting closed at 9.30pm

Alan Butcher,
Parish Clerk,
1st November 2015
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