

EAST HARPTREE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 17th NOVEMBER 2015**

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

		<i>Present:</i> Cllrs Mike Jennings (Chair), Andrew Jones, Paul Waldron and John Darvill; also in attendance Alan Butcher (Clerk)	
	816	<i>Apologies for absence.</i> Cllrs Peter King and Tim Warren.	
	817	<i>Co-option of persons to vacant places.</i> Two additional persons to be co-opted onto the Parish Council to fill vacancies due to insufficient nominations. No further applications had been received.	
	818	<i>Public Forum:</i> The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation. Two members of the public were present. Peter Haigh raised the matter of the proposed replacement of play equipment at the playing field. He advised that Fields in Trust provided insurance for the equipment and that funds for maintenance were raised via The Flower Show and 100 Club. The clerk noted that he had received correspondence from BANES indicating that they would be charging for equipment inspections from April 2016 (currently free). It was agreed that both the Parish Council and Playing Field Committee would need to discuss the responsibility for inspections.	
	819	<i>Declarations of Interest:</i> Continuing Dispensations have been granted to Councillors in respect of the Place Making Plan and Chew Valley Neighbourhood Plan. Cllr Darvill declared a personal interest in item 822.	
	820	<i>Acceptance of the Minutes of previous meetings:</i> i) Minutes of the meeting held on 20 th October 2015 were agreed and signed as a true record. ii) Minutes of the extraordinary meeting held on 3 rd November 2015 were agreed and signed as a true record.	
	821	<i>Matters Arising from the Minutes of the previous meetings:</i> i) Defibrillator – letter from Playing Field & arrangements for fixing and electrical installations. The Playing Field Committee had confirmed that they were happy for the defibrillator to be positioned at the Playing Field; Cllr Jennings had discussed the location with Peter Haigh. A suitable electrician was required to connect the machine to the distribution board. Clerk to order machine and advise when received. ii) Previous planning applications – BANES had been contacted about the roof tiles at Zion Place; it was also noted that a parking area had been formed. Whilst this would reduce on street parking, the clerk to check documents to confirm if this was included on the original application.	

		<p>The application relating to The Courtyard at Home Farm and the access had not been traced; clerk to check documents given additional information.</p> <p>iii) Parking in Middle Street – With Cllr King; it was noted that this was a continuing safety issue for pedestrians and caused an obstruction for large vehicles.</p> <p>iv) 30mph limit extension on B3114 – clerk to speak to West Harptree.</p> <p>v) Remembrance day – Cllr Jennings reported that the ceremony had been successful</p> <p>vi) 15th December meeting – It had been agreed to swap the venue for this meeting to the school. Cllr Waldron to contact school to discuss access arrangements.</p>	
	822	<p><u>Planning:</u> Application 15/04969/FUL – Hill Cottage, Church Lane, East Harptree. Erection of single storey rear extension and provision of two additional windows to north elevation. Mr S Cosh & Ms K Stobie. The application was supported without comments.</p>	
	823	<p><u>Road Sweeping and Highways:</u></p> <p>i) Highways maintenance sheet – the clerk had forwarded the sheet to Highways for confirmation of works completed. He had also spoken to Highways about the speed signs on the B3114.</p> <p>ii) Parish Sweeper scheme review – meeting with BANES – a meeting had taken place, Cllr King to advise further at the next meeting.</p> <p>iii) The question of the bin that had been removed from Whitecross Road was discussed and correspondence with BANES read out. In essence it appeared that the lack of a pavement meant that the bin could not be positioned in its previous location but in Middle Street some 500 metres away. Councillors were not happy with BANES reasoning for removing the bin especially since it had been originally positioned there to meet a specific need of the village. If BANES had discussed it with the Parish Council in advance this could have been made clear. A number of complaints from Parishioners about its removal and rubbish was piling up in that location had been received. Councillors wished the bin to be replaced as soon as possible and requested a meeting be arranged with the person at BANES who took this unilateral decision.</p>	
	824	<p><u>Parish Council Matters:</u> Place Making Plan – the clerk had received correspondence from Julie O’Rourke and had responded reiterating concerns about the certainty of the East Harptree allocation and raising the matter of the allocation of the Playing Field as a Local Green Space.</p>	
	825	<p>Chew Valley Wide Area – Neighbourhood Plan:</p> <p>i) Parish Character Assessment – the clerk passed on feedback from Laura Cannon. Feedback was also given verbally at</p>	

		<p>the meeting by Nicola Haigh. Among the matters raised were the question of parking and the use of garages, the question of a Dark Skies policy and whether the Playing Field and Pavilion should be an ACV.</p> <p>ii) Emails from John Fox about planning and developers had been circulated and was discussed.</p> <p>iii) The advisory committee to meet to finalise PCA for approval at the 15th December meeting.</p> <p>826 West of England Joint Spatial and Transport Study consultation: It was noted that a special meeting of the Chew Valley Forum was to be held on 23rd November to discuss this matter; Cllr Jones would endeavour to attend. There were a number of options to be considered and a response was required by 29th January 2016.</p> <p>827 Suggested cup or prize for the Flower Show – awaiting a meeting in January to discuss proposals.</p> <p>828 Disabled access to Parish Council meetings – the clerk asked for clarification of how advice about the provision of disabled access could be provided. It was agreed that this would require a change of venue and that it would be necessary to stipulate a minimum of seven days notice should disabled access to a meeting be required.</p> <p>829 Meeting Minutes in Chew Valley Gazette:</p> <p>i) Query raised by Margaret Hale. The clerk advised that he would not normally provide the minutes for publication until they had been agreed by councillors. This meant that they would be published two months after the meeting. Concern was also expressed about the possibility of editorial changes before publication. It was therefore agreed not to provide the minutes for publication in the CVG. Clerk to write to Margaret Hale who had raised the matter with Cllr King.</p> <p>830 East Harptree Playing Field – Play Equipment:</p> <p>i) Letter from Playing Field Committee – The Committee had written advising that they were considering renewing the play equipment and had asked if the equipment could be purchased on a similar basis to the original equipment. The clerk felt that it would not be possible for the Parish Council to purchase the equipment on behalf of the playing field but he would check and advise further. The Committee also asked if the Parish Council could make a donation. It was agreed that this would be possible but that the council would need to reviews its budget and options in this regard.</p> <p>ii) Annual safety inspections – letter received from BANES. This indicated that there would be an inspection charge from April 2016. The Playing Field Committee indicated that there were inspections conducted by Field in Trust who also insured the equipment and that they would review the matter.</p> <p>831 Riperian Ownership of Streams – Parish Council actions – deferred until the next meeting.</p>	
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<p>835</p>	<p><u>Matters of Report:</u></p> <p>The clerk advised he had received correspondence about a new audit regime which would be included on the next agenda.</p> <p>The clerk had also received advice from BANES that planning applications would be sent electronically from April 2016</p>	
<p>836</p>	<p><u>Date and Time of Next Meeting:</u></p> <p>The next scheduled meeting is 15th December 2015. This will be at East Harptree School.</p>	

Alan Butcher,
 Parish Clerk,
 26th November 2015
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