

**EAST HARPTREE PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY 15<sup>th</sup> DECEMBER 2015**

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

	<u>Present:</u> Cllrs Peter King (Chair), Mike Jennings and Andrew Jones; also in attendance Alan Butcher (Clerk)	
845	<u>Apologies for absence.</u> Cllr John Darvill, Paul Waldron and Tim Warren. Councillors expressed disappointment that Cllr Warren had been unable to attend any meeting since the election with the exception of the extraordinary meeting held in early September.	
846	<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 applications had been received.	
847	<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.	
848	<u>Declarations of Interest:</u>  Councillor Jones declared an interest in item 850 ii).  Continuing Dispensations have been granted to Councillors in respect of the Place Making Plan and Chew Valley Neighbourhood Plan.	
849	<u>Acceptance of the Minutes of previous meetings:</u> i) Minutes of the meeting held on 17 <sup>th</sup> November 2015 were agreed and signed as a true record. ii) Minutes of the extraordinary meeting held on 30 <sup>th</sup> November 2015 were agreed and signed as a true record. Councillor Jennings expressed his concern at the way the documentation for this meeting had been circulated and the lack of time to consider the implications of the content. Cllr Jones advised that the time scale had been shortened making very difficult to provide the relevant details in an acceptable time. Cllr King also noted that he had not received emails about meetings of the advisory committee of which he was a member. It was agreed that, in future, adequate time should be included to allow all councillors to properly consider any documentation.	
850	<u>Matters Arising from the Minutes of the previous meetings:</u>  i) Defibrillator – The defibrillator was handed to Cllr Jennings for safe keeping; the box to remain with the clerk until required for fixing. Cllr Jennings to organise access to The Pavilion and Cllr King an electrician to enable to box to be fixed. Clerk to be advised where this is planned for delivery of the box, etc. ii) Previous planning applications – Zion Place; information from BANES and off street parking space created. Banes had advised that no action was required regarding the roof tiles. The parking space was noted. The clerk had checked all the documentation available regarding the	

	<p>address for The Courtyard given as Water Street whereas access was via Whitecross Road. Clerk to contact Post Office regarding change of post code.</p> <p>iii) Parking in Middle Street – Clerk to email Stuart Peard to ask if there could be an occasional Police presence particularly at school times. It was noted that there had been a recent incident in the village where a fire engine had been unable to gain direct access to a property where a fire had broken out.</p> <p>iv) 30mph limit extension on B3114 – the clerk had received an email from West Harptree; Cllr King suggested that Stefan Chiffers be contacted to discuss the matter.</p> <p>v) East Harptree Playing Field – Play Equipment. Clerk to provide further information on the reclaim of VAT and on Parish Council funding options for the equipment. The question of the inspection regime was also discussed. It was suggested that the Parish Council should provide an annual support to the Playing Field over and above the current grant for grass cutting. This to be considered further at the next meeting when the precept would be discussed.</p> <p>vi) Removal of litter bin from Whitecross Road. A meeting with all parties including the cleaning supervisor, operator and highways had been proposed for the New Year. Clerk to advise Cllr Warren of the situation.</p>	
851	<p><u>Planning:</u></p> <p>i) Application 15/05448/TCA – Cutty Sark, Church Lane, East Harptree. Works to 7 trees for Mr Alex Pearn. It was agreed to support this application.</p> <p>ii) An application for a Log Cabin in the Garden of Rock Bungalow was expected and would require return in early January. Clerk to seek extension until 19<sup>th</sup> January 2016.</p>	
852	<p><u>Road Sweeping and Highways:</u></p> <p>i) Highways maintenance sheet – Clerk to speak to Stefan Chiffers about the 30mph signs.</p> <p>ii) Parish Sweeper scheme review – meeting with BANES. Clerk to contact BANES about the meeting which was held and feedback which had been promised shortly after the meeting but was still awaited.</p> <p>iii) Bob Delaney had emailed the clerk about works undertaken by BANES to the fencing near the Water Street stile which he considered unsatisfactory. It was noted that this work had been carried out without reference to the Parish Council.</p>	
853	<p><u>Parish Council Matters:</u></p> <p><b>Place Making Plan</b> – an email had been received from Julie O’Rourke asking for further information/justification about the proposed Green Spaces at Parkers Mead and The Orchard. Clerk to check back in Place Making Plan documents for the initial information and circulate. Clerk to contact Cllr Waldron about photographs of The Orchard. The return date for the information was given as 3<sup>rd</sup> February 2016.</p>	

854	<p><b>Chew Valley Wide Area – Neighbourhood Plan:</b></p> <ul style="list-style-type: none"> <li>i) Parish Character Assessment – this had been submitted along with the photographs as requested.</li> <li>ii) The CVNP was now being collated into a single document prior to circulate of the final draft.</li> <li>iii) Other matters – CIL Funding – it had been agreed that the seven parishes would amalgamate to administer this fund with a committee consisting of the seven Parish Council Chairman and an independent Chair.</li> </ul>	
855	<p><b>West of England Joint Spatial &amp; Transport Study consultation</b> – Parish Council response to be prepared at the next meeting.</p>	
856	<p><b>Suggested cup or prize for the Flower Show</b> – next meeting.</p>	
857	<p><b>Riparian Ownership of Streams</b> – Parish Council actions. It was agreed that this should be a BANES action; the Parish Council to keep a watching brief.</p>	
858	<p><b>Meetings attended by Councillors</b> – Cllr Jennings and Waldron had attended the village Charities meeting in November.</p>	
859	<p><i>Financial:</i></p> <p><b>Parish Council Banking</b> - Cheques to be signed as follows:</p> <ul style="list-style-type: none"> <li>i) P Sperring - £190.56 – this was agreed and the cheque signed.</li> <li>ii) Post Office – Clerk’s &amp; Sweeper Tax - £136.77 – this was agreed and the cheque signed.</li> <li>iii) A J Butcher – salary and expenses. - £395.40 – this was agreed and the cheque signed.</li> <li>iv) East Harptree Playing Field – request for grant for grass cutting £500.00 – this was agreed and the cheque signed.</li> <li>v) East Harptree Playing Field – venue hire: £7.00 – this was agreed and the cheque signed.</li> </ul>	
860	<p><b>Budget update in advance of setting of precept</b> – a preliminary budget was circulated.</p>	
861	<p><b>Changes to audit and annual return regime</b> – deferred until the next meeting.</p>	
862	<p><i>Matters of Report:</i></p> <p>Cllr King reported that a recent problem with the electrical supply had caused a fire and that WPD had been carrying our checks around the village and had advised that the problem that caused the fire had been resolved. Clerk to speak to WPD o the matter and, if necessary, advise villagers via email and the website.</p>	
863	<p><i>Date and Time of Next Meeting:</i></p> <p>The next scheduled meeting is 19<sup>th</sup> January 2016.</p>	

The meeting closed at 9.20pm

Alan Butcher,  
 Parish Clerk,  
 27<sup>th</sup> December 2015  
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