

EAST HARPTREE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 18th OCTOBER 2016**

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

	<p><i>Present:</i> Cllrs Mike Jennings, Paul Waldron, John Darvill; also in attendance Richard Coombs and Alan Butcher (Clerk). In the absence of the chairman and vice chairman Cllr Jennings was elected to chair the meeting.</p>	
1610/01	<p><i>Apologies for absence.</i> Cllrs Andrew Jones and Tim Warren.</p>	
1610/02	<p><i>Co-option of persons to vacant places.</i> Richard Coombs had applied to fill one of the vacant spaces on the council. He was unanimously co-opted to fill one of the vacancies and completed the Declaration of Office. The clerk also passed him other relevant forms for completion in due course.</p>	
1610/03	<p><i>Public Forum:</i> The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation. Nigel Sommerfield was in attendance in connection with parking in Whitecross Road. He outlined the various problems with his access being blocked and vehicles parking on the pavement making it difficult for pedestrians to pass. He had written to the council with details and photographs. It was noted that most of the problems occurred around drop off and collection or the pre-school and, to a lesser extent, the school itself. The matter was included on the agenda as item 1610/13.</p>	
1610/04	<p><i>Declarations of Interest:</i> John Darvill declared an interest in item 1610/19vi – reimbursement of calendar expenses. Continuing Dispensations have been granted to Councillors in respect of the Place Making Plan and Chew Valley Neighbourhood Plan.</p>	
1610/05	<p><i>Acceptance of the Minutes of previous meetings:</i> i) Minutes of the meeting held on 20th September 2016 were agreed and signed as a true record. ii) Minutes of the extraordinary meeting held on 4th October 2016 were agreed and signed as a true record.</p>	
1610/06	<p><i>Matters Arising from the Minutes of the previous meetings:</i> i) Parking in Middle Street – Proposed signs – these were in hand with Arien Signs. ii) Assets of Community value – awaiting BANES input. Cllr Jones had advised that BANES was in the process of arranging a training workshop.</p>	

	<p>iii) Calendar produced in association with the school. These had now been distributed around the village at the shop, school, etc.</p> <p>iv) Broadband provision. The survey had been sent out and subsequently re-sent following amendment.</p>	
1610/07	<p><u>Planning:</u> No applications advised as of 13th October 2016.</p> <p>i) Copies of consents and permissions for Sycamore Cottage, Poppy Cottage and Coley Manor Farm had been received.</p> <p>ii) Cllr Jennings asked the clerk to contact BANES again about the conservatory at Top Lodge, Eastwood.</p>	
1610/08	<p><u>Road Sweeping and Highways:</u></p> <p>i) Highways maintenance sheet and meeting with inspector. It was not known if the proposed meeting with the inspector had taken place.</p> <p>ii) Other matters reported. Cllr Jennings reported that the steps from Ashwood to Middle street had been repaired and asked that a letter of thanks be sent to BANES for their prompt attention.</p>	
1610/09	<p><u>Parish Council Matters:</u></p> <p>Chew Valley Neighbourhood Plan. This was ongoing with a meeting proposed for November.</p>	
1610/10	<p>East Harptree Playing Field – Play Equipment and proposed committee. The Terms of Reference had been circulated and agreed by all parties. They were formally adopted and signed by the chairman. The representatives to be Cllrs Jennings and Waldron from EHPC and Peter and Nicola Haigh, Laura Williams and Rachel Barnwell from the Playing Field Committee. Who were officially confirmed as committee members. The clerk to arrange the first meeting of the committee on a Tuesday, date to be confirmed.</p>	
1610/11	<p>Rebuilding of stile – funding for same. The clerk to make an application to the Mendip Hills fund.</p>	
1610/12	<p>Report of council meetings in the Chew Valley Gazette. It was agreed that a resume of meetings prepared by the clerk should be sent to the Gazette after the minutes of each meeting had been agreed and signed.</p>	
1610/13	<p>Parking in Whitecross Road. An email had been received on this matter and discussions conducted during the public forum. A number of concerns were raised about pedestrian safety as well as the continuing problems with blocked accesses in Whitecross Road. It was suggested that a sign be placed and that the existing white lines demarking accesses be refreshed. A site meeting with BANES was suggested to review the problems and discuss solutions clerk to contact BANES. This to take place at drop off or pick up times.</p>	
1610/14	<p>Parish Council representation at Village Events. It was agreed to defer this item until a future meeting.</p>	

1610/15	Meetings attended by Councillors. Cllr Jones had attended a meeting in connection with the PMP and Cllr Waldron a meeting of the Village Club.	
1619/16	<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 - £199.68 – this was agreed and a cheque signed. ii) Post Office – Clerk’s & Sweeper Tax - £139.05 – this was agreed and a cheque signed. iii) A J Butcher – salary and expenses £561.95 including Krystal Hosting – Domain Renewal/Hosting at £107.92 – this was agreed and a cheque signed. iv) Grant Thornton Audit fee - £150.00 – this was agreed and a cheque signed. v) Mrs J King (Trophies of Radstock) - £26.29 – this was agreed and a cheque signed. vi) J Darvill – reimbursement of calendar costs - £446.40 – this was agreed and a cheque signed. 	
1610/17	Quarterly accounts – these were circulated; the clerk to circulate an updated budget when completed.	
1610/18	<p><u>Matters of Report:</u></p> <ul style="list-style-type: none"> i) Cllr Jennings to contact police in respect of the forthcoming Remembrance Day ceremony. ii) Cllr Waldron advised that the problem with the clock “bell clapper” previously identified needed attention and it was agreed that he should contact Nathan Coffin and arrange for the necessary repair. 	
1610/19	<p><u>Date and Time of Next Meeting:</u></p> <p>The next scheduled meeting is 15th November 2016</p>	

The meeting closed at 8.30pm.

Alan Butcher,
 Parish Clerk,
 27th October 2016
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