

EAST HARPTREE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 17th OCTOBER 2017**

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

	<p><i>Present:</i> Cllrs Peter King (Chair), Andrew Jones, Mike Jennings, Paul Waldron, John Darvill, Pam Carver and Richard Coombs; also in attendance Alan Butcher (Clerk)</p>	
1710/1	<p><i>Apologies for absence.</i> Cllr Tim Warren.</p>	
1710/2	<p><i>Public Forum:</i></p> <p>The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation. Five members of the public were present.</p> <p>The question of the distribution of minutes and agendas was raised and the email notification of meetings discussed.</p> <p>Concern was expressed about recent “confidential” meetings. The clerk and councillors explained that the information request from BANES, which was a factual exercise, would not be published until later in the year and was to be confidential until publication. At that point, confidential minutes would be published.</p> <p>Several members of the public expressed great concern about the excavation activities at the Kielder site, the arrival in the village of a number of large lorries early in the morning and the mud deposited on the roads throughout the village. The question of pedestrian safety and, in particular the safety of school children, was raised and concern expressed about the fact that the lorries were apparently carrying “contaminated spoil” which was being left on village roads by uncovered lorries and turning to dust and becoming a pollution hazard. All agreed that the situation at Kielder was unsatisfactory and concern expressed about the failure of BANES to request a “Construction Management Plan” which could have alleviated many of the problems.</p> <p>A request was made for the reinstatement of the light over the clock which was currently not working although the inside light was on at night.</p> <p>The question of the overhanging gutter at The Waldegrave Arms was raised and the clerk confirmed he had written to Admiral Taverns.</p> <p>Alex Pearn gave a short presentation about the Cutty Sark planning application including all aspects of the heritage aspects of the proposal.</p>	
1710/3	<p><i>Declarations of Interest:</i></p> <p>Cllr Jones declared an interest in 1710/5iii.</p> <p>Cllr Jones declared an interest in financial in respect of the re-imbusement of the cost of a book token.</p> <p>All councillors declared an interest for the current fact based response to the HELAA review. As previously, the clerk advised that councillors, having declared an interest, were able to take part in the meeting as normal.</p>	

Draft minutes subject to acceptance at the next meeting

1710/4	<p><u>Acceptance of the Minutes of previous meetings:</u></p> <ul style="list-style-type: none"> i) Minutes of the meeting held on 19th September 2017 were agreed and signed as a true record. ii) Notes of the meeting held on 29th September 2017 were agreed and signed as a true record. iii) Minutes of the meeting held on 11th October 2017 were agreed and signed as a true record. 	
1710/5	<p><u>Matters Arising from the Minutes of the previous meetings:</u></p> <ul style="list-style-type: none"> i) The Waldegrave Arms update. Admiral Taverns had advised that a tenant was in place and the refurbishment works would start on 16th October. However, this work was now on hold following advice from Historic England that the building had been given an emergency Grade 2 listing. ii) 2017 photo competition. Cllr King had the replica cup and engraving in hand. The clerk noted that the 2017 calendar had made a loss of £72.40. iii) Broadband provision. The chairman asked Cllr Jones to give an update. Cllr Jones advised that there would soon be sufficient homes signed up to allow installation to start shortly. iv) Newton project. Nothing to report. v) Parish Council representation for 2017 events. The remaining event was Remembrance Day on 11th November. vi) Joint Local Access Forum. Nothing to report. 	
1710/6	<p><u>Planning:</u></p> <ul style="list-style-type: none"> i) Application 17/04815/FUL – Cutty Sark, Church Lane, East Harptree, Extension to first floor dormer, etc (resubmission) for Mr and Mrs Pearn. Councillors felt that the amended scheme allayed some concerns about the appearance of the building and agreed 5 in favour, 2 against to support the proposal. ii) Update on Kielder, Church Lane, East Harptree. The clerk had received a number of emails from residents about the unacceptable situation with the current phase of works at the Kielder site. It was proposed that copies of the emails should be forwarded to BANES and the Environment Agency. Cllr Jones outlined a meeting earlier in the day with Lisa Bartlett, Head of Planning at Banes, where concerns about recent events and particularly the failure of the developer to comply with pre-commencement conditions. The situation appertaining to these conditions from BANES point of view had been explained and councillors were disappointed with the limited actions that BANES could take when these conditions were ignored. It was noted that it was most important for both the Parish Council and public to advise the Case Officer at BANES as to all matters of concern relating to the site which could be used to negotiate with the developer. It was noted that applications for the discharge of conditions were being submitted and although no direct response was available to the Parish Council it was possible to advise the Case Officer of any circumstances relating to the discharge of those conditions. It was agreed to review weekly the BANES website where such applications would be posted. They were not notified to the Parish Council iii) Update on Pinkers Farm development. It was noted from the meeting earlier in the day that BANES were unable to become involved in legal matters concerning drainage. It was also noted that applications for the discharge of conditions had been made. 	

	iv) The other matters raised by the meeting with Lisa Bartlett earlier in the day to be discussed at the next meeting; clerk to add item to agenda.	
1710/7	<u>Road Sweeping and Highways:</u> i) Highways maintenance sheet. Cllr King asked if the cast iron sign in Church lane could be refurbished. ii) Traffic issues in High Street – another meeting of the working group had yet to be arranged. iii) Other matters reported. The white line in the High Street which was missed earlier in the year still needs repainting.	
1710/8	<u>Parish Council Matters:</u> CIL monies. Cllr Jones advised that the chairman’s meeting regarding 10% of CIL monies administered via the CVNP would be at the end of October. It was agreed that the 15% share of CIL monies received by EHPC would be ring-fenced for village projects and that the Playground Refurbishment should benefit from the monies already received. It was agreed that details of future CIL monies and the distribution criteria would be circulated to the community asking for suggestions for the use of the monies and for applications.	
1710/9	East Harptree Playing Field Refurbishment. The meeting proposed for early October had not taken place and was to be re-arranged for early November.	
1710/10	Emergency arrangements for East Harptree. Cllr Jones suggested that local information about surface water flooding should be added onto the EA flood map. It was agreed that this should be done but details of the process to add these details onto the EA map were required. It was agreed that it would be useful for East Harptree to appoint a flood representative; Cllr King was nominated to fill this role.	
1710/11	Provision of hearing loop equipment at meetings. Cllr Coombs outlined recent discussion about various systems available and noted that a portable system was likely to be more appropriate for the Parish Council situation. He had spoken to a number of people who felt that such a system would be useful. Cllr Coombs to continue to research available systems and to advise the clerk, in due course, about information which could be circulated to villagers.	
1710/12	Parish Council procedures. No further action.	
1710/13	Circulation of Parish Council information. Cllr Coombs was preparing flyers to go onto local notice boards with information about the Parish Council. It was agreed that the existing email list should be expanded if possible and circulations should, as necessary, include details of planning matters. The clerk to speak to the CV Gazette about adding brief information about contacting East Harptree Parish Council and viewing minutes, etc. Cllr Darvill to edit information for an item in the “Parish News”. With regard to the website, it was agreed not to renew the “parishcouncil” domain as there was some confusion over the Parish Council website.	
1710/14	Christmas Tree. No further action.	
1710/15	Meetings attended by Councillors – Cllr Waldron – PRC and village club. He advised that the club was to erect a direction sign. Cllr Darvill – JLAF sub-committee. Cllrs King, Jones and Darvill – Banes Head of Planning.	
1710/16	<u>Financial:</u> Parish Council Banking - Cheques to be signed as follows: iv) Post Office – Clerk’s & Sweeper Tax. £140.97. This was agreed and a cheque raised. i) A J Butcher – salary and expenses. £473.70. This was agreed and a cheque raised. v) East Harptree Playing Field Venue Hire - £14.00. This was agreed and a cheque raised.	

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	<ul style="list-style-type: none"> ii) Paul Waldron book token for photo competition. £20.00. This was agreed and a cheque raised. vi) Parish Council donation in respect of the late Dave Blannin. It was agreed to donate £25.00 to each of the charities nominated. Cllr King to send Clerk details. 	
1710/17	<p><u>Matters of Report:</u> <i>It was agreed to re-order the agenda to allow this item within the public part of the meeting.</i></p> <ul style="list-style-type: none"> i) It was agreed to seek a price from a local tradesman for the refurbishment of the notice board opposite the clock. ii) A copy of the letter regarding Pinkers Farm drainage to be forwarded to Lisa Bartlett; Cllr King to send clerk a copy as sent for onward transmission. iii) A letter had been received concerning the Plumleys and Wollens Charity meeting which was scheduled for 27th November. iv) Cllr Waldron to discuss replacement of clock light with electrician. 	
1710/18	Motion to exclude the members of the public and press due to the confidential nature of the business to be discussed in 1710/17 – this was so resolved.	
1710/19	<p>HELAA Review – the draft review response was circulated by the clerk and agreed with amendments. Clerk to finalise amended draft and circulate.</p> <p>Cllr Jennings queried the basis of the published minutes. The clerk advised that, once the review was complete, he would prepare a set of draft confidential minutes detailing discussions which could be agreed and published at a later date when the BANES Review had been made public.</p>	
1710/20	<p><u>Date and Time of Next Meeting:</u></p> <p>The next scheduled meeting is 21st November 2017</p>	

Alan Butcher,
 Parish Clerk,
 28th October 2017
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