

EAST HARPTREE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 16th JANUARY 2018**

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

	<i>Present:</i> Cllrs Peter King (Chair), Andrew Jones, Mike Jennings, Paul Waldron, Pam Carver, Richard Coombs and John Darvill; also in attendance Sally Calverley, Chris Head and Alan Butcher (Clerk)	
1801/1	<i>Apologies for absence.</i> None received.	
1801/2	<i>Public Forum:</i> The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation. The matter of blocked drains on Smitham Hill up to the county boundary was raised.	
1801/3	<i>Declarations of Interest:</i> Cllr Jones – Broadband.	
1801/4	<i>Acceptance of the Minutes of previous meetings:</i> i) Minutes of the meeting held on 19 th December 2017 were agreed and signed as a true record with an amendment to second para of 1712/11iii). “at this point” was deleted and the words “ during this discussion and did not vote” added.	
1801/5	<i>Matters Arising from the Minutes of the previous meetings:</i> i) The Waldegrave Arms update. Works were proceeding. ii) Broadband provision. Little to report; it was hoped that East Harptree would be connected in spring 2018. iii) Newton project. A report from Guy Stobart advised that work was proceeding with the proposals and meetings anticipated with the church planning authority. Work was starting shortly with Bristol Museum and applications for grants including the HLF were in hand. iv) Joint Local Access Forum. Cllr Darvill was attending a meeting on 24 th January. v) Notice Board refurbishment. Cllr Waldron advised that this was in hand with Lewis Hearse.	
1801/6	<i>Planning:</i> i) Application 17/06137/FUL – The Barn, Coley Road, Coley. Erection of single storey extension. Councillors agreed unanimously to support the application. ii) Application 18/00109/TCA – The Glebe House, Church Lane, East Harptree. Tree works to Horse Chestnut. Councillors agreed unanimously to support the application. iii) Application 17/-5330/FUL – Erection of detached house at 15 Middle Street – Notice of Refusal. This was noted; clerk to circulate reasons	

	<p>for refusal when available.</p> <p>iv) St Michaels Cottage, Townsend. Planning enforcement had been contacted and a letter of confirmation that action was in hand had been received.</p> <p>v) Update on Kielder, Church Lane, East Harptree. It was noted that noisy works were continuing and that lorries had, once again, been obstructing Church Lane. Cllr Jones to contact the planning officer on this matter and also to enquire on the progress of the section 73 application which had been expected.</p> <p>vi) Update on Pinkers Farm development – nothing currently to report.</p>	
1801/7	<p><u>Road Sweeping and Highways:</u></p> <p>i) Highways maintenance sheet. This had been updated to include the Smitham Hill drains, white lining in the High Street. A further item of blocked drains in the High Street to be added. It was also noted that some patching had taken place in marked areas in the High Street.</p> <p>ii) Traffic issues in High Street – to be discussed under 1801/12 to include parking issues which had been exacerbated by the current closure of the Waldegrave Arms car park for building works.</p>	
1801/8	<p><u>Parish Council Matters:</u></p> <p>CIL monies:</p> <p>i) The clerk had obtained details of CIL monies due which included £2585 due in February in respect of Pinkers Farm and £2996 being the second instalment for Kielder due in July. Further monies would be due but were yet to be advised. It was noted that the timing of the receipt of monies could cause a problem.</p> <p>ii) Application from East Harptree Playing Field in respect of the Playground Refurbishment. £2996 had already been committed with the possibility of the £2585 being added when received.</p> <p>iii) Application from Newton Project. Further details as to amount and timescale were required. It was noted that this was a longer term project and might fit in the time CIL timescale.</p> <p>iv) Further applications for signage to the school at the bottom of the High Street and for the proposed hearing loop could also be considered when known.</p>	
1801/9	<p>East Harptree Playground Refurbishment.</p> <p>i) Councillors noted that there was likely to be a shortfall on CIL monies received within the project timescale.</p> <p>ii) It was noted that the council gave an annual grant to the playing field of £2000.</p> <p>iii) There was some discussion about whether the council could fund the groundworks for the project although, to date, the council had made no commitment in this regard. The cost of this work was unknown as a meeting with Playdale was required to establish the extent of the works and specification from which tenders could be sought.</p> <p>The way in which the council might fund such works was discussed including the possibility of a PWLB loan. Further consideration of all matters including costs to be held over until the next meeting.</p>	
1801/10	<p>B&NES New Local Plan 2016 – 2036. The response as agreed had been sent before the deadline.</p>	

1801/11	<p>Chew Valley Neighbourhood Plan:</p> <ul style="list-style-type: none"> i) Reinstatement of Parking Policy. Cllr Jones had been in correspondence with Richard Daone on this matter but was disappointed with the response. He had drafted a final response from the council which had been circulated to councillors. All agreed that this should be sent by the clerk to Richard Daone. ii) An agenda for a CVNP Steering Group meeting on 19th February had been received. Cllr Carver asked if it would be possible to attend this meeting; Cllr Jones to confirm. 	
1801/12	<p>East Harptree – Future Strategy for Growth.</p> <ul style="list-style-type: none"> i) Sally Calverley tabled a report and papers and outlined actions to date. She said that there was a feeling in the village that “ things are being taken away” and that, although there are diverse views, the village needs to decide its future in the short, medium and long term. She gave details of the way information would be gathered and reported and that the exercise would be about all aspects of the village including roads, transport, parking, the school, village amenities, etc as well as housing. Cllr Darvill hoped that the exercise would make B&NES realise that East Harptree were serious about the future of the village and were a village to be reckoned with. ii) There was a general discussion about timescale and it was agreed that the parish Council would have some feedback to enable a response to the next stage of the new Local Plan due in the spring. iii) Cllr Darvill showed publicity material to be placed around the village and the date for consultation meetings discussed. There was a need to get as many people involved and leaflets, etc had been prepared for distribution in the village and via the school. iv) Cllr Carver proposed that the Parish Council formally support the proposed “Our Village – Our Future” initiative. This was seconded and agreed unanimously. v) Cllr Jones enquired about any funding commitments. These will be clarified at a later date. vi) It was agreed that the clerk would circulate the email discussed previously to the village list; Sally to amend this and send to the clerk. The website to include a new page and a link established with the village website. vii) Councillors thanked Sally for her work on this matter. 	
1801/13	<p>Library Provision for East Harptree. This was deferred.</p>	
1801/14	<p>Boundary Commission – Draft Electoral Review - B&NES. This would have no direct effect on East Harptree. It was agreed not to send any response.</p>	
1801/15	<p>Surface Water Flooding. Cllr King as East Harptree Flood Representative to meet with B&NES Flood Team (Jim Collings and Daniel Parr) to discuss the matters set out in the minutes of the previous meeting. Clerk to advise Cllr King of contact details for the B&NES Flood Team.</p>	
1801/16	<p>Hearing Loop for meetings, etc. Cllr Coombs advised that he had had discussions with the Hall Committee about the installation and was actively seeking funding for the installation of such loops. It had been suggested that the Village Hall could contribute 50% of the cost (about £1100.)</p>	
1801/17	<p>672 Bus service consultation. It was noted that the response from Cllr Liz Richardson made a number of relevant points. Clerk to prepare response taking into account some of these points where relevant to East Harptree.</p>	

1801/18	Request from school for assistance with signage at the bottom of the High Street. These directional signs had been suggested for the cross road at the bottom of the High Street and closer to West Harptree near the junction. Cllr Jones to discuss with Jane Bailey and to speak to Stefan Chiffers from B&NES. The cost of any signs needs to be ascertained.	
1801/19	Meetings attended by Councillors. Cllr Waldron – Village Club.	
1801/20	<u>Financial:</u> Parish Council Banking - Cheques to be signed as follows: i) HMRC – Clerk’s & Sweeper Tax £140.97. This was agreed and a cheque raised. ii) A J Butcher – salary and expenses £433.00. This was agreed and a cheque raised. iii) Information Commissioner renewal £35.00. This was agreed and a cheque raised. iv) The clerk advised details of the donations requested by the late Liz Woodhatch. It was agreed to donate £25 to both the RUH and Paulton Hospital Friends and to send a letter of condolence to the family via the funeral directors.	
1801/21	Dial a ride request for grant. A donation of £50 was agreed.	
1801/22	Updated budget and budget for 2018/9 and setting of the precept. This had been circulated and, after discussion, it was agreed unanimously to increase the precept by inflation to £10,250.00	
1801/23	Quarterly bank reconciliation and accounts. These were inspected and signed by Cllr Jones.	
1801/24	<u>Matters of Report:</u> i) Cllr Waldron proposed a litter picking event on 6 th April. This was agreed. ii) Cllr Carver asked for an agenda item about the preparation and distribution of the meeting minutes. Clerk to circulate copy of Standing Orders to all councillors. iii) Cllr Jones raised the matter of correspondence concerning employee pensions. The clerk confirmed that he received this information as a back up contact and that, in any case, both employees had opted out of the scheme.	
1801/25	<u>Date and Time of Next Meeting:</u> The next scheduled meeting is 20 th February 2018	

The meeting closed at 10pm.

Alan Butcher,
26th January 2018
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