

EAST HARPTREE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 19th JUNE 2018
VENUE AND TIME OF THE MEETING: THE THEATRE, EAST HARPTREE @ 7.30pm

	Parish Councillors were available at The Theatre from 7pm before the start of the meeting to discuss matters of information or concern with parishioners at a Parish Council Clinic.
	<i>Present:</i> Cllrs Peter King (Chairman), Andrew Jones, Mike Jennings, Paul Waldron, Pam Carver, Richard Coombs; also in attendance Alan Butcher (Clerk)
1806/1	<i>Apologies for absence.</i> Cllr John Darvill, Cllr Tim Warren.
1806/2	<u>Public Forum</u> This part of the meeting is intended to allow public participation on matters on the agenda. A parishioner raised a matter about contamination and flooding at the Pinkers Farm site; this to be added to the agenda for the next meeting.
1806/3	<i>Declarations of Interest:</i> None.
1806/4	<i>Confirmation of the Minutes of previous meetings:</i> i) Minutes of the meeting held on 15 th May 2018 were agreed and signed as a true record.
1806/5	<i>Formal Motions requiring a decision:</i> i) (Proposed by AJ): Following the notification by the B&NES Drainage Team that the silting up of the culvert to the South West of the Pinkers Farm development site appeared to be caused by the discharge of livestock slurry/run off from the neighbouring farm. To hear back from Councillor King on his approach to the farmer/owner regarding livestock slurry/run off discharging into the culvert, and to consider the related letter from a parishioner and to decide whether to contact the Environment team at B&NES to confirm that they have been made aware of it and are acting on it. (Attachments: letter from parishioner) Cllr King advised he had spoken to the landowner who had indicated that the problem would be resolved as soon as possible. Councillors were aware of the council's obligation to report the matter but agreed to allow time for the problem to be resolved.

	<p>Cllr King to contact landowner to seek confirmation in writing that the matter was being resolved and a time scale for the works. This was agreed unanimously.</p> <p>ii) (Proposed by AJ): To decide whether to send the attached response to B&NES regarding the application of the CVNP Parking Policy in light of the related West Harptree PC response on CVNP matters. (Attachments: copy of WH letter circulated on 4 June, copy of proposed response. It was agreed unanimously that Cllr Jones letter should be sent to B&NES; clerk to action.</p> <p>iii) (Proposed by AJ & PLC): To approve the attached wording amendments and additions to some or all of the following Standing Orders: 25b, 12e, 26, 13b. (Attachment) for formal adoption with the updated Code of Conduct at the next meeting. The clerk had circulated the updated 2018 Standing Orders which included the items raised by Cllr Jones. Cllr Jones confirmed that he was happy with the wording included by the clerk. A further amendment to be made to section 3 in respect of the Public Forum. There was some discussion about the inclusion of the clause requiring councillors to leave the room during discussions where they had declared an interest. Cllr Carver was not in agreement with the inclusion of this clause. After further discussion it was agreed 4 in favour, 2 against that the clause should remain. It was agreed unanimously that the draft Code of Conduct circulated by the clerk in association with the Standing Orders should be adopted at the next meeting along with the Standing Orders; clerk to circulate updated version.</p>
1806/6	<p><u>Parish Council Matters:</u></p> <p>i) To agree a Parish Council response to the following planning applications: a) Application 2018/02394/FUL – Erection of garden room at Wallace Cottage, Wallace Lane, East Harptree. It was agreed unanimously to support this application. A comment to be included in the response about the use of roof windows and the Dark Skies policy.</p> <p>ii) To wind up The Play Area Committee. It was agreed unanimously to wind up this committee.</p> <p>iii) To agree the Data Protection Policy. It was agreed unanimously to agree and adopt this policy.</p> <p>iv) To agree a donation of £200 for the Village Survey. It was agreed unanimously to make this donation; specific details to be available for the next meeting to allow the monies to be paid.</p>

	<p>v) To agree details of the stall at the Village Fete on 14th July. Several councillors confirmed that they would be able to attend during the day. A display including the CMP, Flood File and riparian ownership obligations, housing statistics, a request for people to sign up for the email list, etc would be included on the stall. Cllr Darvill to be asked to supply a suitable banner for the stall.</p>
<p>1806/7</p> <p>1806/8</p> <p>1806/9</p> <p>1806/10</p> <p>1806/11</p>	<p><u>Financial:</u></p> <p>Parish Council Banking - Cheques to be signed as follows:</p> <ul style="list-style-type: none"> i) Clerks salary and expenses. £440.72. This was agreed and a cheque raised. ii) HMRC Tax payment. £143.0 This was agreed and a cheque raised. iii) ALCA subscription £123.01. Councillors queried whether this should be renewed. After discussion the renewal was agreed and a cheque raised. Clerk to circulate log in details to councillors. iv) L Caple Internal Audit fee £75.00. Carried forward to next meeting. <p>Confirmation of cheque to B&NES in respect of signs drawn on 23rd May 2018 in the sum of £422.70. This was confirmed.</p> <p>Acceptance of audited accounts for 2017/18 – these were accepted</p> <p>Approval Of Annual Accounting Statement – this was agreed and signed by the Chairman and clerk.</p> <p>Acceptance of Internal Auditors report. This was accepted.</p>
<p>1806/12</p>	<p><u>Update of Matters Arising from the Minutes of previous meetings:</u></p> <ul style="list-style-type: none"> i) Grant of permission – 18/01034/VAR – Kielder, Church Lane, East Harptree. A number of members of the public had attended the clinic before the meeting to raise concerns about the continued problems at the Kielder Development. A complaint had been made about the failure to comply with the CMP in respect of vehicle movements and B&NES enforcement were aware of the problems. There was also concern about the possible loss of trade at The Waldegrave Arms because of the road closures. Clerk to write to SJ Homes to ask for signs to be provided to indicate that access was still possible to the pub and church. ii) Traffic route to Pinkers Farm development – this was still in hand. iii) Councillor Carvers email concerning HELAA. Cllr Carver had circulated an email with updated details and time scales. The Character Assessment should be completed prior to the site assessment. The existing Character Assessment should be reviewed in the first instance and the information from the Village Survey (available in August) could be included, alternatively it can be included in the next stage of the consultation due to commence in September.

	<p>The site assessment should then be completed by mid-October and should only consider the EH4 site although B&NES have suggested that other sites could be put forward at this stage. Decisions regarding the selection of sites for potential allocation would not be advised by B&NES until early 2019.</p> <p>Proposals and a timescale for both the review and for public involvement needed to be agreed at the next meeting.</p> <p>iv) White lining to High Street. Cllr King had spoken to B&NES representatives and it appeared that there was a scheme to provide a virtual footpath along the High Street although not scheduled until 2019 at the earliest. It was agreed to request a meeting with B&NES on the matter, clerk to contact B&NES representatives.</p> <p>v) Scope of road sweeper agreement in relation to flood prevention. The clerk advised that this was not in the current sweepers contract. Cllr King to speak to the sweeper to seek his views on whether it would be possible to incorporate some of these works.</p>
1806/13	<p><u>Parish Councillors comments on matters relating to Road Sweeping, Highways and flooding issues:</u></p> <p>i) A large pothole in Coley Road was noted</p> <p>ii) Letters to riparian owners to be considered; locations and owners to be established.</p>
1806/14	<p><u>Matters of Report:</u></p> <p>i) Recent information on the proposed CV Recreation Trail was noted.</p>
1806/15	<p><u>Date and Time of Next Meeting:</u></p> <p>The next scheduled meeting is) on Tuesday 17th July 2018, 7.30pm at The Pavilion.</p>

The meeting closed at 9.45pm

Alan Butcher,
Parish Clerk,
3rd July 2018
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