

EAST HARPTREE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 21st AUGUST 2018**

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

	A Parish Council clinic took place before the meeting.
	<i>Present:</i> Cllrs Andrew Jones (Chair), Paul Waldron, Pam Carver, Richard Coombs and John Darvill; also in attendance Cllr Tim Warren and Alan Butcher (Clerk)
1808/1	<i>Apologies for absence.</i> Cllrs Peter King and Mike Jennings.
1808/2	<i>Public Forum</i> All agreed to move the public forum; now to be taken as part of item 1808/6ii)
1808/3	<i>Declarations of Interest:</i> Cllr Jones - Broadband
1808/4	<i>Confirmation of the Minutes of previous meetings:</i> i) Minutes of the meeting held on 17 th July 2018 were agreed and signed as a true record.
1808/5	<i>Formal Motions requiring a decision:</i> i) To agree the Site Assessment Working Group's 'information for the public and request for assistance' document, in relation to site EH4 (Currells' Field, Land to the West of High Street). If agreed, for it to be placed in the next Parish News, the EHPC Email Group and any other appropriate outlet as quickly as possible. Proposed by Cllr Carver, document circulated. This was agreed, Cllr Carver to email clerk with final version to be circulated on the email list. Clerk to circulate agenda and notes from the working group meeting.
1808/6	<i>Parish Council Matters:</i> To agree a Parish Council response to the following planning applications: a) Application 18/03246/TCA – Felling of Sycamore at Brook Cottage, Whitecross Road, East Harptree. It was unanimously agreed to support the application and to include a comment about the nesting season. b) Application 18/03256/LBA – Reinstatement of alcove and opening at Coley Court, Coley. It was unanimously agreed to support the application. c) Application 18/03630/FUL – Erection of first floor extension of garage at Sumac House, Middle Street, East Harptree. Councillors agreed unanimously to object to the application. A number of points were raised: Whilst the application mentions a first floor extension there is no mention of the ground floor works to form a garden room.

A specific mention was made in the Planning Officers report about distance between dwellings thus:

'The position of the proposed dwelling has been negotiated through the planning application process to maximise the distance between the rear elevations of the two dwellings. The proposed dwelling has been brought forward in the plot by approximately 1.5m to increase the distance between the proposed and approved dwellings. The total distance between the dwellings is now approximately 18.5m which is considered acceptable.'
The proposed garden room will therefore encroach substantially into the space mentioned about.

The question of car parking needs to be reconsidered as a third bedroom added requires an additional parking space where there is already the bare minimum of parking. It was also noted that the garage is too small to park a car in.

- d) To receive information from the Village Strategy Group following the recent village survey. The chairman adjourned the meeting and asked the author of the report to speak on the content and conclusions of the report. Some 15 members of the public were in attendance. The process had been instigated by the Parish Council. A number of events had taken place and a survey conducted during May and June 2018. It was considered that the number of respondents made the process representative. A number of conclusions were reached including the need to address matters beyond residents control such as broadband, parking and the condition of village roads. Flooding and road safety were also raised as important issues. It was generally felt that housing for locals, the young and old and rented sector were required in the village and developments should include this type of housing rather than larger expensive properties. Members of the public asked a number of questions about matters included in the report including the school, the need for less well-off villagers to be included in events where a fee might be charged and the need for communication. Cllr Warren outlined the current situation with housing requirements under the JSP and hoped that the Parish Council now had a better idea of residents views. The chairman then reconvened the meeting and asked councillors for their comments. It was generally agreed the the report needed to be read through in detail before a course of action could be agreed. Cllr Jones thanked the author for her report and advised that the council will consider the report and give feedback in due course.
- e) To receive information including meeting notes from the working groups dealing with the Village Character Assessment and Site Assessments. Cllr Darvill has VCA in hand and will be calling a meeting of the working group shortly. It was noted that the VCA has to be completed by 18th September. The Site Assessment will follow the VCA.

	<p>f) To consider the formation of a working group to maintain an overview of developments in East Harptree including Kielder, Pinkers Farm and Water Street. Cllr Darvill has been dealing with Pinkers Farm and has produced a matrix of actions which will be useful on other sites. Cllr Jones agreed to provisionally take on the Water Street development using Cllr Darvill's matrix and the CMP as a basis. Following further discussion it was agreed that Cllr Darvill would also lead the Water Street development process.</p> <p>g) To consider the response from B&NES concerning the PMP and CVNP issues. It was agreed not to pursue the matter further but to look at each planning application on an individual basis.</p> <p>h) To consider the appointment of a parish Rural Representative to liaise with the police and others. Deferred until next meeting.</p> <p>i) To agree a letter to be sent to B&NES regarding the parish sweeper. The clerk had circulated a second draft and after discussion it was agreed to ask B&NES about what arrangements would be in place if the Parish Council decided not to continue with the sweeper. Clerk to re-circulate draft and Cllr King to discuss matters with the sweeper.</p> <p>j) To confirm details of changes to Parish Council email addresses. This had been done, clerk to circulate further information.</p> <p>k) To confirm a representative to the NPPF training session organised by B&NES on 9th October 2018. Cllr Carver would provisionally attend.</p>
1808/7	<p><u>Financial:</u></p> <p>i) Clerks salary and expenses. £425.30. This was agreed and a cheque raised.</p> <p>ii) HMRC Tax payment. £143.08. This was agreed and a cheque raised.</p> <p>iii) Donation to the Chew Valley First Responder. This had been agreed as £200 at the previous meeting. A cheque to SWASFT for £200 was raised.</p> <p>iv) Donation of £200 for the Village Survey previously agreed. No details available.</p>
1808/8	<p>Interim accounts to 30th June 2018. These were circulated and the bank reconciliation signed by Cllr Jones.</p>
1808/9	<p><u>Update of Matters Arising from the Minutes of previous meetings:</u></p> <p>i) To receive an update on the matter of the silted up culvert at Pinkers Farm. Some concern was expressed about the extent of works undertaken. Clerk to contact Cllr King on the matter.</p> <p>ii) White lining to High Street – Cllr Darvill felt that the community should be involved, details as known to be passed on by the clerk.</p> <p>iii) Recent road works and closures. Following the recent re-surfacing of Church Lane it was noted that, in fact, Combe Lane was not an adopted road and was therefore not re-surfaced.</p> <p>iv) Broadband briefing note from WERN. Clerk to circulate briefing note.</p> <p>v) Defibrillator training. This had been arranged for 28th August by the clerk. It was agreed that the cost of the venue should be covered by the Parish Council.</p>

	<p>vi) B&NES planning briefing. Cllr Carver reported briefly indicating that there was little new put forward. She noted that the capacity of the school was important to the process.</p> <p>vii) To receive reports on meetings attended by councillors: Cllr Waldron – Village Club. He noted that the Club required continuing support. Cllr Coombs – SAWG, Cllr Carver - B&NES Briefing, SAWG, Cllr Darvill B&NES, Cllr Jones SAWG.</p>
1808/10	<p><u>Parish Councillors comments on matters relating to Road Sweeping, Highways and flooding issues:</u> No issues raised.</p>
1808/11	<p><u>Matters of Report:</u></p> <p>i) The clerk advised the receipt of a planning application, too late for this meeting but requiring a response before the next. After discussion the chairman confirmed that an extraordinary meeting be called for 28th August which would also allow discussion on the council's response to the Village Strategy report. The meeting to commence at 6.30pm before the defibrillator training.</p>
1808/12	<p><u>Date and Time of Next Meeting:</u> The next scheduled meeting is on Tuesday 18th September 2018, 7.30pm at The Theatre with an extraordinary meeting to be held on 28th August commencing at 6,30pm at The Theatre.</p>

The meeting closed at 9.45pm

Alan Butcher,
Parish Clerk,
4th September 2018
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