

EAST HARPTREE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 16th JULY 2019 VENUE AND TIME OF THE MEETING: THE THEATRE, EAST HARPTREE @ 7.30pm		
	<i>Present:</i> Cllrs Andrew Jones (Chairman), Pam Carver, Richard Coombs, John Vinson, Kate Gillingham; also in attendance Alan Butcher (Clerk)	
1907/1	<i>Apologies for absence.</i> Cllr Peter King, Cllr David Wood (B&NES)	
1907/2	<p><u>Co-opting of additional member of the Parish Council to fill casual vacancy.</u></p> <p>An application had been received from Wendy Gregory who was in attendance and, at the chairman's request spoke about herself and her reasons for joining the council.</p> <p>Councillors voted unanimously to co-opt Cllr Gregory, she signed the declaration and took her seat on the council. The clerk passed the Register of Interests form for completion within 28 days.</p>	WG
1907/3	<p><u>Public Forum</u></p> <p>This part of the meeting is intended to allow public participation on matters on the agenda.</p> <p>i) One member of the public was present to speak about the planning application 1907/7i); the Chairman advised he would adjourn the meeting before discussion of the planning application.</p> <p>ii) Cllr David Wood (B&NES) had forwarded a report: <i>"Since the last meeting I have been working on a few issues:</i> <ul style="list-style-type: none"> * <i>Successfully for money from the Environment Agency at a meeting in Salisbury to survey and clean culverts in East Harptree to help prevent flooding</i> * <i>Spoken with council officers about the High Street plan, how long this is going to take to implement. I'm still looking into this</i> * <i>(Since the last meeting I've not had any further information on road schemes on High Street that I can help with, I recall something was going to be sent to me)</i> * <i>As Cabinet Member for Flooding have worked with officers on plans to divert flood water on Smithams Hill away from housing</i> * <i>Attending (tonight) CV Area Forum about conflicting and repeated road closures to understand what B&NES can do to improve this</i> * <i>Helped amend the process to involve Parish Councils more in naming of developments, using Pinkers as a test case</i> * <i>Kept following up the Church Lane development to try to protect the trees</i> * <i>Working with residents and Curo around walking safety in Grey Hollow</i> * <i>Reported graffiti in the parish which has now been cleaned</i> * <i>We have objected to the expansion of Bristol Airport because of the climate change and traffic in the Chew Valley."</i> </p>	
1907/4	<p><u>Declarations of Interest:</u></p> <p>None.</p>	

1907/5	<p><u>Confirmation of the Minutes of previous meetings:</u></p> <p>i) Minutes of the Parish Council meeting held on 18th June 2019:</p> <p>An amendment to include Cllr Wood’s full title in minutes 1906/5v) as Cabinet Member for Climate, Emergency and Neighbourhood Services was agreed.</p> <p>There was some discussion about the content of the minutes with regard to the item concerning the planning application for Rock Bungalow 1906/9j).</p> <p>Councillors agreed to include further detailed comments concerning the CIL application, the front wall and access splay and ecological report. These were drafted as follows:</p> <p>Minute 1906/9: Delete the line starting “ Councillors were unsure..” and replace with “Councillors confirmed that the property had not been occupied for at least twelve months before the application date and that the CIL Application suggested otherwise and also indicated self build although there were two houses proposed for the site.”</p> <p>Add the following comments: “Councillors noted that repairs to the front wall should be in stone to match the existing and that the visibility splay should be adequate for the proposed vehicle usage”. “Councillors asked that recommendations in the ecology report regarding bats and external lighting should be included as a condition of planning.”</p> <p>Other changes to the minutes were agreed: Minute 1906/2: Add at the start: “The clerk confirmed that he had received written confirmation of Cllr Jennings resignation, the chairman proposed a vote of thanks to Cllr Jennings for his service to the community.”</p> <p>Minute 1906/14 iv): The following sentence added after “been allowed to wear away.” “It was noted that this was an existing road safety feature which should be maintained by B&NES in the same way that other such features are maintained.” Minute 1906/14v): add the word “policy” after planning in the second sentence.</p> <p>The chairman then signed the amended minutes as a true record.</p>	
1907/6	<p><u>Formal Motions requiring a decision:</u></p> <p>i) Annual Parish Meeting - to determine whether we should have a change of name and whether there should be two meetings so that the main one could be held in a different part of the year to avoid the current wide-spread confusion with the ‘Annual Meeting of the Parish Council’ which must take place in May – Cllr Carver.</p>	

	<p>Cllr Carver spoke about the widespread confusion between the Annual Parish Meeting and Annual Meeting of the Parish Council and the need to promote the Annual Parish Meeting as a community event possibly under a different name. She had discounted the suggestion that two meetings in the year could be held under the banner of the Annual Parish Meeting. She advised that, following advice from ALCA, whatever the format of the meeting it had to be held between March and June and after 6pm in the evening. She suggested that the meeting could be held under a different name yet to be decided in March or early April and could be a social event as well as the Parish Meeting.</p> <p>She made the following proposals: That the Annual Parish Meeting format be changed to provide a more useful meeting for the village – all in favour. That the name be changed to remove confusion; the new name to be decided at the December Parish Council meeting – all in favour.</p> <p>Cllr Gillingham suggested that the meeting be associated with a “village brunch” although this might be precluded by the timing requirements. All agreed that reports from village organisations could be included as part of the meeting.</p> <p>In summary, all agreed that the Annual Parish Meeting should become a standalone event incorporating a social element to take place in March or early April.</p>	
<p>1907/7</p>	<p><u>Parish Council Matters</u></p> <p>i) Planning application 19/03010/FUL – Proposed change of use of Part Parcel of land 5520, Coley Narrow, Coley to mixed use agricultural and equestrian and erection of building for storage and construction of all weather menage (retrospective).</p> <p>The chairman adjourned the meeting at this point to allow a member of the public to speak in detail about the application. The meeting then reconvened.</p> <p>There was confusion about the specific proposals in the application, partly due to the inadequate details on the drawings. Councillors reviewed the documents provided noting that the application sought to regularise what had been erected as part of a previous application but, in fact, bore no relation to that original application.</p> <p>Councillors noted that the original application had been supported because the size, scale and appearance of the proposed building fitted unobtrusively into the surrounding landscape whereas what had been erected did not fulfil those criteria.</p> <p>Councillors agreed unanimously to object to the application and agreed the following comments to be communicated to the planners:</p> <p>In supporting the original application councillors were content with the size, scale and appearance of the proposals, however, the "as built" development does not fulfil those criteria.</p> <p>The building "as built" even with the proposed alterations to the height is too large within the context of the landscape and local setting and intrudes significantly into the surrounding landscape.</p>	

	<p>The materials used, particularly the roof cladding and roller shutter doors, are totally out of keeping and are too prominent and obtrusive.</p> <p>Councillors noted the landscaping proposals.</p> <p>Councillors noted the clear roof panels which contravened the Chew Valley Neighbourhood Plan HDE15 - Dark Skies policy and would require shading internally. The spillage upward of light adversely effects dark corridors for bats in locations such as this.</p> <p>ii) Newton Project – update on recent meeting. This was deferred. iii) Pinkers Farm - Street name proposal. This was deferred.</p> <p>Agenda items 1907/14 and 15 were taken at this point but are recorded in numerical order to avoid confusion.</p>	
1907/8	<p><u>Financial:</u></p> <p>i) The clerk advised that the change of signatories had yet to be completed and it was agreed that cheques would be signed by Cllr Jones and the clerk. ii) Clerks salary and expenses. £403.30. This was agreed and a cheque raised. iii) HMRC tax payment. £148.20. This was agreed and a cheque raised. iv) Internal Auditors fee £80.00. This was agreed and a cheque raised. v) First quarter accounts and bank reconciliation. These were circulated at the meeting.</p>	
1907/9	<p>CIL Monies</p> <p>i) Feedback to CVNP CIL Committee on allocation of funds ii) East Harptree CVNP application iii) East Harptree CIL monies – opening of bank account. All these matters were deferred.</p>	
1907/10	<p>Confirmation of bank signatories. Cllr Coombs had completed the necessary bank forms and it was agreed that Cllr Gillingham would become the fourth signatory; clerk to forward necessary form.</p>	KG
1907/11	<p><u>Update of Matters Arising from the Minutes of previous meetings:</u></p> <p>i) Parish Sweeper - renewal of equipment. Deferred. ii) To receive reports on meetings attended by councillors. Deferred.</p>	
1907/12	<p><u>Parish Councillors reports and comments on their individual responsibilities:</u></p> <p>i) Cllr Coombs – Highway safety – email from B&NES regarding speed limits. Cllr Coombs noted that B&NES were now aware that action was required to safeguard the crossing of junction at the bottom of the High Street and that 4 speed monitoring points had been set up around the village. Cllr Coombs also advised he had spoken with the Routes to School team and would be liaising with Cllr Wood on these matters. Cllr Vinson noted that, following recent resurfacing in Church Lane, the school mini-bus space and disabled space had not been reinstated.</p>	

Draft Minutes subject to acceptance at the next meeting.

1907/13	<p><u>Matters of Report.</u></p> <p>The clerk noted an email from a parishioner suggesting that letters of thanks should be sent to retired parish councillors and district councillor. This was agreed.</p>	Clerk
1907/14	<p>The Chairman proposed that Agenda items /14 and /15 were taken after item /7 due to time constraints; this was agreed.</p> <p><u>Motion</u> to exclude the press and public from agenda item 1907/15 due to the confidential nature of the matter to be discussed. Councillors felt that this motion was un-necessary and voted unanimously not to exclude the press and public.</p>	
1907/15	<p><u>To agree</u> a response to queries from a parishioner about previous expenditure in respect of the Parish Council website and flood prevention at the cemetery.</p> <p>The chairman read out the draft response to the queries raised and this was agreed with minor changes.</p> <p>Councillors agreed that a comprehensive review of these matters had been conducted and that they were content that the matters had been handled in a correct and proper way.</p> <p>Councillors agreed that the response, as agreed, should be sent and that, in the event of further correspondence from the parishioner, they would advise that the Parish Council considered the matter closed and suggest that further questions should be directed to the B&NES Monitoring Officer or the external auditors.</p>	Clerk
1907/16	<p><u>Date and Time of Next Meeting:</u></p> <p>i) The next scheduled meeting is on Tuesday 17th September 2019, 7.30pm at The Theatre. (No meeting proposed for August).</p>	

The meeting closed at 10.15pm

Alan Butcher,
Parish Clerk,
25th July 2019
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