

EAST HARPTREE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 19th NOVEMBER 2019 VENUE AND TIME OF THE MEETING: THE THEATRE, EAST HARPTREE @ 8.00pm	
	Before the start of the Parish Council meeting there was an open public meeting to allow presentations to take place.
	<u>Parish Council Clinic:</u> Parish Councillors were available in the hall from 7pm to discuss matters of query or concern with parishioners.
	<u>Project Newton:</u> Guy Stobart gave a presentation on proposals for St Laurence Church. Plans were displayed and proposals to improve access to the church for all users explained including the formation of a disabled ramp to replace the current steep slope and the removal of steps at the entrances to the church itself. A great deal of research had been carried out by consultants and the history group amongst others. Works to the tower were planned along with the refurbishment of the sundial and ecological and conservation works. Signage and interpretation boards were planned and consideration to matters such as parking and signs outside of the immediate church area. A public consultation was planned for 30 th November/1 st December 2019 to which all were welcome. Guy advised the Parish Council that the first planning application was likely to be submitted in December and that he hoped that the council would have a wider role beyond that of commenting on planning applications. He noted that the project which was generating a great deal of optimism amongst those involved and the wider public. The Chairman thanked Guy for the information and his presentation.
	The open meeting concluded at this point and the chairman opened the Parish Council meeting at 8.00pm.
	<u>Present:</u> Cllrs Andrew Jones (Chairman), Pam Carver, Richard Coombs, John Vinson, Kate Gillingham; also in attendance David Wood (B&NES) and Alan Butcher (Clerk)
1911/1	<u>Apologies for absence.</u> Cllr Wendy Gregory.
1911/2	<p><u>Public Forum</u></p> <p>The Chairman adjourned the meeting to allow public participation on matters on the agenda.</p> <ul style="list-style-type: none"> i) A member of the public gave details about a house to house survey conducted to ascertain views about the Bristol Airport expansion from which information and a suggested response had been sent to the Parish Council. ii) Report from Ward Councillor – Cllr David Wood noted that the council was in a period of purdah. He advised that he had been party to discussions about the High Street safety proposals which he hoped would be part of the 2020-21 budget. He spoke about parking around the Proudcross area by contractor’s vehicles and noted that the current CMP did not preclude vehicles parking on the highway. He also noted that investigations were on-going about the alignment of the new kerb to the edge of the Pinkers Farm site.

	<p>He advised that proposals for the Chew Valley trail were proceeding with contractors being appointed. He noted that it was likely that the Ward Councillors initiative funding could be returning in 2020-21. Cllr Carver asked about the reinstatement of the safety markings at the bottom of the High Street which, it was hoped, could be reinstated.</p> <p>The formal meeting re-convened. Members of the public are not allowed to participate unless requested to do so by the Chairman</p>
1911/3	<p><u>Declarations of Interest:</u></p> <p>Cllrs Gillingham and Vinson declared a personal interest in agenda item 1911/8i</p>
1911/4	<p><u>Confirmation of the Minutes of previous meetings:</u></p> <p>i) Minutes of the Parish Council meeting held on 15th October 2019 were agreed and signed as a true record with one correction and a small clarification.</p>
1911/5	<p><u>Formal Motions requiring a decision:</u></p> <p>i) Appointment of Vice-Chairman following the resignation of Cllr Peter King. Cllr Carver made a brief statement about her willingness to take on the post. She was duly appointed by unanimous vote. She completed the relevant Declaration.</p> <p>ii) Adoption of updated Financial Regulations (previously circulated). This was agreed unanimously and the regulations duly adopted and signed by the Chairman. Cllr Jones noted that there was a requirement in the regulations for an asset register and it was agreed that the current register should be expanded to include more details about the assets, liabilities and contingent obligations. Clerk to update and re-circulate.</p> <p>iii) Village Hall Defibrillator: Acceptance of ownership of defibrillator from SWAST – the clerk gave details of the current situation with the village hall defibrillator which is currently owned and maintained by third parties. The Parish Council own and maintain the defibrillator sited at the playing field and there was a general agreement that the council should take on the village hall machine subject to confirmation of running costs, etc. Clerk to write to SWAST to confirm age, replacement life, warranty and ongoing maintenance costs. It was noted that recent emergencies had been attended by first responders who used their own equipment rather than the either of the village machines. Agreement to include maintenance costs (around) £150 per annum) in future budgets. This to be confirmed. Agreement of regime for continued inspections (two weekly) – clerk to contact the current guardian to ask if they could take on the village hall machine otherwise quotations would be sought for the provision of this service.</p>
1911/6	<p><u>Parish Council Matters</u></p> <p>i) Planning application 19/04349/VAR - Variation of condition 10 and 15 for application 18/01034/VAR (Variation of condition 19 of application 16/04629/FUL – Kielder, Church Lane, East Harptree. It was agreed that, following a site meeting with Dine Romero and Stefan Chiffers, the council should object to the proposals which do not fulfil the requirements of the original application as discussed at the meeting.</p>

	<p>The need for a stone-faced wall and protection to the trees in the area of the splay was noted. Also noted was the objection from Highways about the proposals. Councillors agreed unanimously to Object to the application; clerk to include details of the meeting referred to above to back up the objection.</p> <p>ii) Planning applications decided. The proposed buildings at Arlon Farm had been permitted and the Certificate of Lawfulness for Staddle Stones confirmed.</p> <p>iii) Format, title and timing of Annual Parish Meeting for 2020. Cllr Carver spoke about the proposed changes and, after discussion, it was agreed to rename the event the “Annual Village Meeting for East Harptree Parish.” Cllr Carver confirmed that the meeting would be organised by a member of the community. The meeting to take place on Saturday 4th April 2020 with local displays and refreshments available before the meeting starts at 6pm. It was agreed that the Parish Council would support venue and refreshment costs; the venue to be decided.</p> <p>iv) Parish Council response to Bristol Airport planning application. Councillors discussed the proposals for the airport and agreed to object to the application. Councillors considered the proposals did not fulfil the requirements of the following policies included in the B&NES Place Making Plan; PCS1 – Unacceptable risk of pollution to East Harptree and the wider Chew Valley, PCS2 – Unacceptable increase in the level of noise to East Harptree and communities in the wider Chew Valley. PCS3 – will increase polluting emissions which will adversely affect air quality in East Harptree and the wider Chew Valley. Policy ST1 - it will increase the growth of traffic and congestion in the Chew Valley Policy ST3 – the impact of noise and other forms of pollution on the Chew Valley from the traffic likely to be generated by the proposals has not been minimised. The clerk to draft the objection and circulate to councillors for comment prior to sending.</p> <p>v) Resignation of Cllr Peter King. Councillors gave a unanimously vote of thanks to Cllr King for his work on the Parish Council over 26 years, 15 of them as chairman. Clerk to send a letter of thanks. The clerk advised that the vacancy will be advertised with a view to filling the vacancy as soon as possible.</p>
1911/7	<p><u>Financial:</u></p> <p>i) Review of clerks remuneration. Councillor Vinson made the point that as a matter of principle the PC should look to pay the Living wage for the Sweeper and the clerk the appropriate point on the CLA scale, both to be tracked annually. It was agreed to set up an adhoc remuneration committee to review both the clerks and sweepers salary; committee to comprise Chairman, Vice Chairman and one other; Cllr Gillingham volunteered to fill this role and was duly appointed.</p> <p>ii) Clerks salary and expenses to include website domain renewal. £394.42. This was agreed and a cheque raised.</p> <p>iii) HMRC tax payment. £171.80. This was agreed and a cheque raised. The clerk advised that the Natwest Bank had been unable to process the change of bank mandate due to technical problems and no firm date for the completion of this change available. Councillors agreed that the cheques should be signed by Cllr Jones and the Clerk. The clerk to provide contact details for the bank for Cllr Jones to follow up.</p>

Draft minutes subject to acceptance at the next meeting.

1911/8	<p>CIL Monies</p> <p>iv) East Harptree School – application for CIL monies. Details of the costings of the proposed works had been received by the clerk and fulfilled the requirements of the tendering process. Councillors discussed whether the proposals met with the CIL requirements and it was agreed that the school comes within the meaning of “infrastructure”. It was agreed to offer the school an amount of CIL monies for the works (amount to be agreed); councillors asked for further information about pupil numbers before final agreement was made at the next meeting.</p> <p>v) East Harptree CIL monies – opening of bank account. Deferred.</p>
1911/9	<p><u>Update of Matters Arising from the Minutes of previous meetings:</u></p> <p>i) Pinkers Farm – CMP and boundary alignment. This item was referred to by Cllr Wood earlier in the meeting.</p> <p>ii) Reports on meetings attended by councillors. It was agreed that councillors attending meetings should provide a brief report before the Parish Council meeting.</p>
1911/10	<p><u>Parish Councillors reports and comments on their individual responsibilities:</u></p> <p>i) Cllr Coombs – Highway safety. Cllr Coombs to sent clerk the final version of the email to be circulated to the email list. It was noted that funding was still under discussion for 2020 – 21. At the request of a parishioner, Cllr Coombs to explore with B&NES the possibility of a “not suitable for HGVs” sign through EH.”</p> <p>ii) Cllr Carver – update on B&NES Local Plan. Deferred.</p>
1911/11	<p><u>Matters of Report.</u></p> <p>i) Terms of Reference for the proposed Climate Emergency Working Group had been received. Clerk to advise on minor changes regarding transparency. It was also agreed to set up a Parish Council email contact address.</p>
1911/12	<p><u>Date and Time of Next Meeting:</u></p> <p>i) The next scheduled meeting is on Tuesday 17th December 2019, 7.30pm at The Theatre.</p>

The meeting closed at 10.30pm.

Alan Butcher,
Parish Clerk,
30th November 2019
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