

Clutton Parish Council

Monday 21st November 2016, 7.30pm in the Village Hall

Minutes of the monthly meeting of the Parish Council

Present: Councillors R Naish(Chair), J Bush, S Dagger, I Myatt, S Drew, A Parfitt & Cllr K Warrington (Ward Councillor) and Mrs H Richardson (Clerk); and 2 members of the public.

Item		Action
170/16	Apologies were received and accepted from B Bailey, A Hillier, S Piddock, D Phillips, A Starr, D Veale, D Worskett and declarations of interest were received from A Parfitt(183/16), who has been granted dispensation and S Drew (184/16)	
171/16	The minutes of the meeting on Monday 17 th October 2016 were approved.	
172/16	Thatcher & Hallam Solicitors have been sent requested payment for the undertaking to pay B&NES for the subleases in Clutton Station Park as invoices will not be raised until completion.	

The final quote for the removal of the Ash was received and it was more expensive than the quotes already considered. The contract was awarded to Company C, who would be contacting the Play Group to arrange the best time to carry out the work.

Finance & Administration

173/16 The finance reports were presented and accepted.

Financial information for the meeting of the Council to be held on 21/11/16			
Cashbook balance reported at Oct meeting		£	30,224.89
plus Receipts since last meeting			
Precept	£	17,013.99	
Allotment Rents & Wayleave	£	238.98	
B&NES Street Sweeper	£	314.23	Oct
		£	17,567.20
less Payments since Oct meeting			
Cheques per Oct meeting	£	6,737.60	
		£	6,737.60
Balance per Cashbook at 31/10/16		£	41,054.49
Receipts due			
Street Sweeper scheme for nov	£	314.23	
		£	314.23
Available before Nov cheques		£	41,368.72
Cheques to be signed on 21/11/16			
Salary Cheques	£	1,286.47	Oct Salaries
NEST	£	57.48	Pension
Clutton Social Club	£	500.00	Queens birthday band
CPRE	£	36.00	Subscription
Royal Mail	£	60.00	amending Pobox to delivery account
Bristol Water	£	41.75	Direct Debit
SLCC Membership	£	121.00	Annual Subscription
ALCC Membership	£	10.00	Annual Subscription
		£	2,112.70
Balance at bank after November cheques		£	39,256.02
less ringfenced			
Legal Fees		1600.00	
		£	1,600.00
		£	37,656.02
Outstanding debtors		£	-
Outstanding creditors			
NEST pension	£	54.00	
Community Payback	£	360.00	
ARB Environmental	£	675.00	
		£	1,089.00
		£	36,567.02

- 174/16 The first draft of the 2017-18 Budget was considered, looking at the basic running costs of the Council. Still to be considered are proposals for year 2 of the Clutton Station Park Project, and suggestions for any other projects that the Council agree to take on this year.
It was suggested that provision should be made for resurfacing of the shared private road leading to Clutton Station Park. Costings to be investigated. IM
- Planning**
- 175/16 a) 16/05007/FUL: Greyfield Wood Farm. It was reported that as the closing date for comments had passed the Clerk had responded on behalf of the Parish Council and objected to the proposals due to the size of the extension.
- b)16/05108/FUL: Post Office & Royal Mail Delivery Office – Alterations to plans approved under 07/02803/FUL. The Parish Council agreed to strongly oppose this application as part of the application was on land belonging to the Parish Council and to allow it would permanently cut off all access to the rest of the land belonging to the Parish Council leaving a strip of land which was the responsibility of the Parish Council but could not be accessed.
The Clerk was also instructed to write to the applicant to ensure that the legal boundary was re-instated. Clerk
- c) 16/05141/FUL: 11 Lower Bristol Road. It was reported that as the closing date for comments had passed the clerk had responded on behalf of the Parish Council and supported the extension as it did not impact on the neighbours and did not contravene any Neighbourhood Plan Policies.
- d) 16/05430/VAR: Gillard Print Services, Trident Works. It was agreed that there was no need to comment on this Planning Application
- 176/16 It was reported that the Chair and Vice Chair had met with a B&NES officer to discuss the correct process for the review of the Neighbourhood Plan. Agents have been contacted to obtain quotes for independent Sequential Site assessments and a grant application would be submitted. A notice would go in the December Issue of the Parish Magazine asking for residents to form the steering group for the review. RN
- 177/16 The B&NES Core Strategy Review was considered and it was agreed that a simple response would be submitted suggesting that broadband infrastructure should be included. Clerk
- 178/16 The consultation for the West of England joint Spatial Plan and Joint Transport Plan was considered and the draft response put forward was approved. Clerk
- Highways & Footpaths**
- 179/16 It was reported that a member of the Parish Council met with a B&NES highways officer to identify the defects in the implemented traffic calming scheme. The officer agreed to have them rectified and then carry our proper speed monitoring tests to assess how well the scheme is meeting its objectives. It was suggested that residents take part in the community Speed Watch Scheme after the Councils speed tests. The Clerk would contact the Police. Clerk

- 180/16 The Highways Working group had met with the Ward Councillor to consider the Stage 2 Safety Audit for the Junction of Maynard Terrace and Clutton Hill. It was agreed that the proposed scheme raised serious safety concerns in its current form, and a list of main issues was forwarded to the Ward Councillor to raise with the Cabinet Member for Transport.
- 181/16 PEV 12129/SC a traffic regulation order for a 30mph restriction on the A37 was considered and although the Parish Council supports the introduction of the 30mph limit, it was agreed the start of the 30mph zone at the northern end is in the wrong location. The clerk was instructed to request that the 30mph zone starts near to Featherbed Lane, not on the junction to the approved plans for the Farm Shop as is currently proposed. This has been requested in two previous consultations, but no-one from B&NES has responded to explain why this request has been rejected. Clerk

Services & Utilities

- 182/16 The allocation of CIL funds was considered and it was agreed that received funds should be spent on the completion of the firepit project in Clutton Station Park, by adding seats and a shelter. Quotes would be brought to the next meeting. SDr
It was also agreed that a grant application would be submitted to the Ward Councillors Initiative for improvements to Clutton Station Park – the installation of a toddler scooter track was suggested and quotes would be brought to the next meeting.

- 183/16 The costs associated with the Community Payback Scheme would be considered further and brought back to the next meeting. TP

- 184/16 Cllr S Drew left the room for this item. The Parish Council considered a proposal for the purchase of the Old Bus Shelter on Station Road which was built by the Parish Council. It was not clear whether the Parish Council had a claim on the ownership of the building as it was on land now belonging to the Academy. It was agreed that the Parish Council would relinquish any claim to the building so that the proposal could be put to the Academy in order to simplify the process. Clerk

- 185/16 The costs associated with the purchase of a planter and plants to be placed by the phone kiosk were approved, based on the examples provided. JB

Communications

- 186/16 A request from the School PTFA to place notices on the Parish Council notice board by the School, was approved on the condition that nothing commercial could be placed there, that the notices were kept up to date, that Parish Council documents would take precedence if more space is required and that Cllr Sophie Piddock would hold the key on behalf of the PTFA to reduce the chance of damage. Clerk & SP

Miscellaneous

- 187/16 The Parish Council nominated Cllr Jenny Bush to join Cllr David Phillips on the committee of Clutton United Charities as it's constitution requires to people nominated by the Parish Council. Clerk & JB

- 188/16 Correspondence received since the last meeting:

a) It was reported that the Parish Council had received a copy of correspondence from a resident extremely concerned about delivery vehicles parking on the Zig Zag lines during the school run. In response, the Head teacher has taken swift action and informed suppliers that the school would not accept deliveries during the school run and she has placed the Caretaker outside school to ensure no-one (including parents) parks on the zig zags at during those times. The head teacher is now also in communication with the highways working group in order to co-operate when looking a traffic safety measures outside the school.

b) It was reported that historic maps of B&NES are no online at www.kypwest.org.uk

c) An invitation to the Parish online mapping evening has been received for 6th December at Bath Spa University. Any Councillors interested in attending should contact the Clerk.

d) Following notification that the existing Post Box in the Centre of the village was to be removed, a new location was identified on Parish Council land at the end of Valley View at the Children's play park. This is just a short walk from the existing location. The Post box would be removed on the 25th November and installed in its new location on the 16th December. During the 3 week gap, a box would be placed in the butchers for residents who could not access an alternative post box, and members of the Parish Council would transport the post to a post box on a daily basis.

189/16 The Ward Councillor reported that she had been made aware of incidents of unlawful parking on pavements and would be cracking down on it. She urged people to respond to the Joint Spatial Strategy & Joint Transport Strategy as current proposals for 3000 new houses in Whitchurch would have a massive knock-on effect on the A37. She also reported that the Publow & Pensford Neighbourhood Plan would be submitted to B&NES for examination.

190/16 Flood Wardens reported that the bottom of Clutton Hill and King Lane flooded in recent heavy rain. Bollards have also been removed from the end of the railway bridge. Clerk

191/16 The Clerk reported the Scouts have now appointed a legal representative who was now in direct contact with our solicitor. A report of a street light on the A37, obscured by trees was submitted to B&NES. Fly tipping at the end of Lower Bristol Road was also reported to B&NES. The PO Box account has been changed from a collection account to a delivery account due to the closure of the Post Office, however Post has not been getting through due to Royal Mail Communication. The highways inspector had visited the King Lane Railway Bridge on the 8th November to clear the leaved out of the gullies and to scrape the sides back along the walls so any surface water should flow freely.

Communication Stats: 143 Facebook Likes, 117 Email Subscribers
Website 326 sessions, 218 unique users, 830 Pageviews.

Close: The meeting ended at 9.42pm