STOWEY SUTTON PARISH COUNCIL

**Minutes of the Parish Council meeting held at**

7.30pm on Wednesday 5th April 2017, The Link, Bishop Sutton

[www.stoweysuttonpc.org](http://www.stoweysuttonpc.org)

Present: Councillors K Betton (Chairman), C Brookes, H Clewett (Vice Chair), R Brent, P Gleave, L Kingston, J Knibbs,

Also in attendance: J Howell (Clerk) and three members of the public.

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| 1/17-18 | Apologies for absence Apologies were received and accepted from Councillor L Balmforth, E Daly, R Brewer, B Braidley and District Councillor V Pritchard.  |
| 2/17-18 | Confirmation of minutes That the minutes of the meeting dated 1st March 2017 were approved. |
| 3/17-18 | Matters arising from the minutesThere were none. |
| 4/17-18 | Declaration of interest There were none. |
| 5/17-18 | Chairman’s ReportThe Chairman informed the Parish Council that a meeting had been arranged with B&NES Council to investigate a community library provision. The Chairman reported that a letter had been received from a resident concerned about speeding vehicles particularly along Church Lane during school drop offs and collections.RESOLVEDThat the Clerk would write to the school and enquire whether a reminder about speed of vehicles could be included within the school newsletter and make contact with the Local Policing team to request a patrol is conducted during these times. |
| 6/17-18 | Results of planning ApplicationsThe following results and updates were noted:* 17/00501/FUL, Lomas, Wick Road, Two storey front extension, B&NES Decision, Permit.
* 16/05071/FUL, Ellens Farm Extension to temporary agricultural workers dwelling, B&NES Decision, Refuse.
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| 7/17-18 | Recreation GroundThe Chairman provided an update on the Recreation Ground drainage works. The fence has been removed, hedges have been trimmed, ditches dug out and scrub removed. The drains have been completed and backfilled. The soil that has been dug out was originally intended for re-distribution across the field, however it is thick clay so is currently being removed from site. Soil will be added between the drainage runs to break up the ground to promote better drainage and then the ground will be rotavated. The contractors have indicated that they plan to then leave it to settle for 2-3 weeks (depending on weather) and then seed as soon as the weather is warm enough. However, the previous advice was that there would not need to be a delay and this formed the basis of the contractor’s condensed schedule of works. The field has been booked for the 10K race. The Parish Council await a further update from the contractor and expect an invoice for works completed prior to the May meeting. |
| 8/17-18 | Chelwood Bridge Rotary Club 2017 Community AwardThe Parish Council discussed the nomination for the ‘silent hero’. Parish Councillors put forward two suggestions to the Clerk and these were considered at the meeting.RESOLVED That the Parish Council wish to nominate Susanne Green for her ongoing efforts to pick litter and keep the village clean in all weathers.  |
| 9/17-18 | Community Litter PickCllr Paul Gleave provided an update on litter picking. The date for the first Parish Spring Clean has been confirmed as Saturday 29th April 2017. The previous litter pick took one hour and the village was split into six areas. Volunteers have been contacted and the delivery of bags and equipment with B&NES Council will be confirmed. Cllr Gleave is keen to organise regular litter picks perhaps by dividing the parish into areas for volunteers to cover every couple of months.  |
| 10/17-18 | Hedgerows, roads, pavements, ditches and drains Prior to the meeting, a Councillor reported graffiti on the green BT box near the bus stop opposite the Post Office. ‘E.R’ has been daubed in white paint. Further pot holes were reported at Ham Lane where the road is breaking up again. Drainage problems resulting from the broken double drain at the top of Sutton Hill Road (opposite Whitecross) have not been addressed. This has previously been raised with B&NES Council on several occasions and is a long-term problem that B&NES Council are ‘monitoring’. RESOLVED* That the Clerk will contact BT Open Reach and request that the graffiti be removed and report the pot holes at Ham Lane to B&NES Council Highways Team.
* That the Clerk will contact B&NES Council and request a meeting be arranged between B&NES Council Highways Team and Councilors to discuss a way forward.
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| 11/17-18 | FootpathsImproving the footpath at Summer Leaze / Oak Court.At the March PCM it was agreed that the Parish Council would investigate the possibility of making improvements to the footpath at Summer Leaze / Oak Court. The B&NES Council Rights of Way Officer has indicated there is money in the B&NES Council budget to make these improvements and been out to assess the route with Cllr Heather Clewett and the Clerk. The kissing gate can easily be removed and stored as it is not required any more for stock control. This would allow for a single pushchair to pass. The route is slightly steep in one place so any works would need to be stabilised. Rights of Way Officer, Sheila Petherbridge has proposed a 1.5 - 2m wide path, edged with board, excavated, and filled in with stone. Due to the presence of a badger sett, enquiries have been made with Adrian Coward (Country Contracts). Mr Coward has undertaken an initial assessment of the site and determined that there are two badger setts. One is an active sett by the telegraph pole which he deems should be far enough away from the path that the badgers would not be disturbed. The inactive sett will need to be monitored and a further assessment will be required prior to any works being carried out to determine what can and can’t be done. B&NES Council have agreed to meet the cost of this further assessment. The Parish Council need to obtain agreement from the land owners to make the improvements. Enquiries are ongoing.Footpath from hillside to the ancient camp (including Burledge steps).Cllr Heather Clewett reported that the condition of the footpath from hillside to the ancient camp had been raised with Rights of Way Officer at B&NES Council. Work had previously been agreed to add stone to the boggy section of the route but was overlooked. B&NES Council have agreed to fill in the boggy footpath to improve the route for walkers and will also assess the condition of the Burledge steps to determine whether remedial work is required. Proposed footpath diversion at Little HayesThe Clerk provided an update that District Councillor Vic Pritchard is progressing the diversion of the footpath at Little Hayes having previously offered to meet the cost through membership allowance. Contact has been made with the land owner and a plan outlining the proposed diversion has been provided.  |
| 12/17-18 | West of England Combined Authority Mayoral ElectionThe date for the election on 4th May 2017 was noted. |
| 13/17-18 | FinancesThe Parish Council were asked to consider online payment methods and banking options following a request received from HMRC to make all future payments electronically. The Parish Council also considered a request to meet the expense for the Clerk to undertake a CiLCA Training Course to support the CiLCA qualification at a total cost of £125 (50% of £250 for 4 training days split over four months). This course is delivered by the Society of Local Council Clerks (SLCC).RESOLVED* That the Parish Council would investigate online banking options and review the Financial Regulations at the next Finance Working Party meeting to enable a move towards online banking.
* That the Parish Council would support the Clerk to attend the CiLCA training at a cost of £125.
* A transfer of £2,000 was approved from the Reserve Account to the Current Account.
* The Financial Statement was noted and the following cheques were approved and signed:

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| **April 2017 PCM** |   |
| Clerk Wages | £306.54 |
| Cleaner Wages | £129.10 |
| HMRC (Tax on salaries) | £76.60 |
| Dial A Ride Grant for 2017/18 | £45.00 |
| Filers Coaches (4 weeks surgery bus Mar 17) | £100.00 |
| Stowey House Farm Limited | £16.90 |
| Rent of Football Ground from B&NES 1 April 17- 30 Sept 17 | £450.00 |
| Annual Subscription (NALC and ALCA) | £278.78 |
| “Being a Good Councillor” training through ALCA  | £200.00 |
| Whitehall Direct (header for noticeboard) | £114.00 |
| **Total payments to approve at April PCM** | **£1,716.92** |

The details of the current financial situation were reported and after transfer of monies from the Reserve Account to the Current Account and payment of authorised cheques:Current Account: £1,327.12 Reserve Account: £62,134.59 |
| 14/17-18 | Recent Meeting UpdatesThe Parish Council discussed the recent “Being a Good Councillor” training course delivered by ALCA (Avon Local Councils Association). Councillors who attended were positive and found the training beneficial.RESOLVEDThat the Clerk will circulate a list of other training courses available.Cllr Clewett attended the PCAA meeting and provided the Parish Council with a summary of matters discussed. Key issues included night noise and a forthcoming consultation around noise and parking issues particularly illegal parking in the surrounding villages. In addition, it was reported that work has now started on the multi storey carpark.The Economic Link Development Report details that passenger numbers reported to be significantly higher than originally indicated. The airport is due to produce an updated master plan end of this year or early next year. There is a request for this Parish Council, with support of the District Councillor, to consider the awaited consultation proposals against the Bath Council Climate Change Policy. |
| 15/17-18 | Date of the next meeting The next scheduled meeting of the Parish Council is on **Wednesday 3rd May 2017** **at 7.30pm at The Link, Bishop Sutton.** There will be three distinct meetings on this date. The Annual Parish Meeting will start at 7.30pm and will be followed by the Annual Parish Council Meeting then the May Parish Council Meeting. Members of the public are invited to attend the Annual Parish meeting and speak to their Councillors in the Baptist Church about any local matter.The meeting was concluded at 8.20pm. |