

STOWEY SUTTON PARISH COUNCIL

Minutes of the Parish Council meeting held at

7.30pm on Wednesday 7th February 2018, The Methodist Church Hall (formerly known as The Link), Bishop Sutton

www.stoweysuttonpc.org

Present: Councillors K Betton (Chairman), H Clewett (Vice Chair), M Arnold, E Balmforth, E Daly, And J Knibbs,
Clerk: J Bryant
Also in attendance: 2 members of the public

180/17-18 **Apologies for absence**

Apologies were received from Cllr Gleave, Cllr Kingston and District Cllr Pritchard and accepted.

181/17-18 **Confirmation of Minutes**

The minutes of the Parish Council Meeting held on 3rd January 2018 were approved.

182/17-18 **Public Participation**

Members of the public and press were invited to address the Chairman with questions or observations within the jurisdiction of the Parish Council.

2 members of the public attended this month's meeting.

183/17-18 **Declaration of Interest**

There were none.

184/17-18 **Chairman's Report**

The Chairman announced the resignation of Cllr Brooke, effective 3rd January 2018, which was received immediately after January's meeting.

It was noted there were no requests for an election have been received.

It was noted that there are now 3 vacancies on the Parish Council remain and interest in co-option is invited.

185/17-18 **Community Engagement Working Party Updates**

Updates received from Community Engagement Working Party.

- i. **The Play Provision Project** – 7 tender submission were received and reviewed. Support of Jane Robson, Play Officer of B&NES was received to review all tenders and score for quality, quantity, and price. All submissions were available to view at the meeting. Some contractors gave additional value added which was reflected in scoring, including longevity in warranties and guarantees, and regular maintenance plans making things easier for SSPC to maintain. Decision came down to quality and quantity as indicated through the scoring. Working Party recommended the submission from HAGS to the Parish Council based on the highest score combination with a recommended alteration on location. HAGS were happy to reposition and change a piece of adult gym equipment to a more interactive piece. Both agreed at no extra cost.

It was resolved that: Proposed tender should be awarded to HAGS. Agreed by all present.

It was resolved that: Clerk to write to all candidates and apply for S106 funding in readiness. Successful candidate to be invited to a public participation section of a PCM to meet people and answer questions.

It was resolved that: Working Party to meet with preferred provider to discuss dates and next steps. Working Party prepare a tender document for pathway on recreation ground to be brought to March PCM.

Update given on Cricket club involvement. Waiting for a meeting date to discuss further.

- ii. **The Community Library Consultation** – Awarded Community Empowerment Fund £680. Meeting to be held 21st February with Sara Dixon, Community Liaison officer at B&NES. Volunteers meeting to be held on evening of 22nd February.
- iii. **Stamp Around Project** – Request received from B&NES Play & Community Development Officer to include Bishop Sutton Recreation Ground in this project – A game to see how many marks you can

stamp into your score card, hidden in various parks. Would bring awareness of park to a slightly wider audience.

It was resolved that: Bishop Sutton recreation ground can be included in this project. Clerk to advise B&NES Play & Community Development Officer

186/17-18

Planning

The following planning applications were considered:

- i. 18/00154/FUL – Hillside House, Sunnymead Lane, Bishop Sutton, Erection of 22no solar panels in two rows of 11 on support framing with associated equipment and cabling.

It was resolved that: This application is for full planning permission to install 22 Solar Panels at ground level in the garden of a residential property.

There are no policies in the Adopted Stowey Sutton Neighbourhood Plan which are directly relevant to this application;

Whilst the application states that there will be no views of the proposed solar PV installation from outside the property, no photographic or other evidence has been submitted to substantiate this claim and the sites location within the AONB makes this a significant consideration.

There do not appear to be any existing controls to prevent future changes to the trees, hedges, and other plantings which the application relies upon to provide screening of the proposed solar PV Installation from outside the premises.

Whilst the principle of a solar PV system is potentially acceptable in this location further evidence ensuring no loss of visual amenity to neighbouring properties or the wider AONB, together with controls to maintain the effectiveness of the existing natural screening would need to be submitted for further consideration.

Stowey Sutton Parish Council do not support the application in its current form.

- ii. 18/00083/CLEU – Larch Cottage, Lydes Farm, Folly Lane, Stowey – certificate of lawfulness for an existing use - Conversion and development of existing buildings into 2no dwelling houses.

It was resolved that: This application is for a certificate of lawfulness for an existing use - Conversion and development of existing buildings into 2 dwelling houses.

The application should be considered on the basis of factual evidence to demonstrate 'beyond the balance of probability' that the buildings have been in use as Class C3 dwelling houses and that associated operational development has taken place in excess of 4 years prior to the application for a certificate of lawfulness.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan:

Policy SSHP01 Housing Boundary, which states that:

The housing development boundary (HDB) for Bishop Sutton should be redefined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.

The application does not meet the requirements of this policy.

Policy SSHP02 Development Scale, which states that:

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

As the development is not within the housing development boundary the application therefore conflicts with SSHP02.

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

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Policy SSHP04 Property Size, which states that:

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

As the development is not within the housing development boundary the application therefore conflicts with SSHP04.

Whilst the application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP01, SSHP02, SSHP03 and SSHP04, the applicant has provided detailed evidence that the properties were converted and occupied more than four years prior to the application for a certificate of lawfulness, no evidence to challenge this has been presented to Stowey Sutton Parish Council, therefore the application meets the requirements for a certificate of lawfulness and Stowey Sutton Parish Council have no grounds to challenge the application.

- iii. 18/00019/FUL - 35 Parkfield Gardens, Bishop Sutton, Erection of 2 storey dwelling with detached garage and new access (Resubmission)

It was resolved that: This application is a resubmission for full planning permission to erect a residential property, previously approved under application 14/01323/FUL, with a revised design and additional dormer and bedroom.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

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As the proposed development is within the housing development boundary it could be considered to meet the requirements of this policy, however the height of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

On balance we believe that the application therefore conflicts with SSHP02.

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The application is for a 5-bedroom property and as no evidence has been presented by the developer to indicate that there is an identified need for a property in this category it does not meet the requirements of this policy.

This application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP01, SSHP02, SSHP03 and SSHP04, it is not supported by Stowey Sutton Parish Council.

- iv. 17/06224/FUL - Hillside View, Sutton Hill Road, Bishop Sutton, Erection of open garden structure with solid roof, two-storey rear extension, raised roof over garage, garage conversion and new side garage.

It was resolved that: The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

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Housing and Development Policy SSHP06 Lighting

Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.

No details of controls to mitigate the effects of the proposed external lighting have been included within the information available, so the application does not demonstrate compliance with SSHP06.

This application does not meet the requirements of Stowey Sutton Adopted Neighbourhood Plan policies SSHP01, SSHP02, SSHP03, SSHP04 and SSHP06, it is not supported by Stowey Sutton Parish Council.

This application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP02, SSHP03 and SSHP04, it is not supported by Stowey Sutton Parish Council by a majority vote.

- v. 17/06160/FUL - Parcel 3200, The Street, Stowey Erection of an agricultural building – Decision given 7th February without comment from SSPC.

It was resolved that: Clerk to write to Lisa Bartlett B&NES, as deferment was given to allow SSPC to comment. Request to defer for comment.

Decisions were noted regarding the following planning applications:

- i. 17/05777/FUL - Arundel, Church Lane, Bishop Sutton, Provision of 4no. rear dormer windows – **REFUSED**.
- ii. 17/05586/FUL - Camelot, Sutton Hill Road, Bishop Sutton, Erection of two storey front and rear extensions and raising of the existing building height. – **PERMITTED**
- iii. 17/0672/FUL – Highbanks, The Street, Stowey – Installation of porous-surfaced tennis court - **PERMITTED**

187/17-18

District Councillors Report

Cllr Pritchard was unable to attend this PCM due to Cabinet commitments. Change of footpath, PROW CL20/6, was discussed in his absence and agreed invoice for costs should be sent to Cllr Pritchard for payment as previously agreed.

188/17-18

Training and Meeting Updates

Reports received:

i. **B&NES ALCA**

- o GDPR due to come into force 25/5/18, not all the legislation agreed. If you are complying with the current data protection legislation you should be OK. As soon as full details are known NALC will roll out training.
- o B&NES previously announced they would charge for bye-elections. With all council elections coming up in May 2019 it would be prudent to make sure the Parish Council has sufficient funds in its reserves.
- o Local Government Reviews of wards has been published. Any parish believing there is a disadvantage to its parish has until 19th February to make representation to the LGBC.
- o A reminder of the new Audit regime was given.

ii. **Stowey Quarry Action Group**

- o Environment Agency have taken further samples from emission points as evidence of potential contaminated leakage. It will also take further samples from nearby streams.
- o An independent Hydrologist will be used to work through the results and if testing insufficient independent testing will be commissioned.
- o It is clear there is a type of contamination, Noxious smells are very bad presently
- o Advice is not to allow dogs and livestock nearby
- o Crime Officer from the EA Ben Shayler to be invited to attend March PCM.
- o Bristol Water have been involved through the EA and are regularly testing water at Hollowbrook.

iii. **PCAA Bristol Airport Consultation**

- o Lots of concern as Masterplan is anticipated to look for increase in passenger numbers from 10 million to 20 million passengers per annum.
- o PCAA Chair feels PC's aren't being supportive to the association and was challenging attendees about what view each PC might take.

- Periods during day, we have flights every few minutes overhead. If flight numbers go up those periods will become increasingly the norm and will affect air quality.
- Looking for professional help for responding to Masterplan.
- Looking to set up an action group and website raising awareness.
- Copy secretary of PCAA if, and when, we respond to anything regarding Airport.
- Appeal for residents who could offer expert assistance – add into newsletter, on to website and Parish Mag.
- Meetings now returned to 3 monthly.

189/17-18

Website

Transparency fund availability ceases 12th February. Clerk has undertaken research and presented findings. PC website has been reviewed to ensure compliance with Transparency Code. Recommended sites do not provide any extras that PC website does not already provide. Whilst look of website may be outdated, website meets needs.

It was resolved that: SSPC Website meets with requirements of Transparency Code.

190/17-18

Breaking the Mould Conference

Breaking the Mould Conference in Frome on 12th April. Sharing best practice workshop. Tickets cost £99 per candidate. Cllr Kingston previously expressed interest in attending.

It was resolved that: Cllr Kingston will attend the Breaking the Mould Conference at a cost of £99 to the Parish Council. Clerk to book ticket for Cllr Kingston.

191/17-18

Hedgerows, roads, pavements, ditches, and drains

Reports received:

- i. **Drainage and flooding** – many reports made to B&NES regarding flooding on the weekend of 20th January. Clive Onions, Parish Flood Representative, reported flood activity over that weekend - A368 was closed by police between Bishop Sutton and Chelwood Roundabout, Ham Lane drains could not cope with levels of rain, Stowey Road near Stowey Quarry and on the lane opposite Westway Farm. B&NES want to direct water running down the lane opposite Westway Farm into a ditch to prevent flooding. B&NES are also trying to find a solution to regular flooding near Manor Farm.
- ii. **Cherry Tree** – Clerk to investigate further quotations for removal of the tree in question. All Councillors to make their suggestions to the Clerk for its replacement. Cllr Arnold will then take the short list to the public for voting on its favourite.
- iii. **Correspondence to Cllr Balmforth & Clerk** – quality of Truespeed work and tarmac used. Clerk to flag to B&NES as backfill trenches already sinking. Request B&NES to walk around with a Councillor and see quality work. Rushmore Gardens have been destroyed by the work undertaken. Appears to be inconsistency in quality of work completed. Roads should be reinstated to the same condition and standard was in before works commenced.
- iv. **Pothole of the Month** goes to Ham Lane which has been reported to B&NES. Additionally, there has been further deterioration to Stowey Crossroads following Truespeed works which again has been reported to B&NES.

192/17-18

Footpaths

Funding for Stowey Hill Fingerpost Project has been received through Ward Councillors Initiative.

It was resolved that: Clerk to obtain quotes already received by District Cllr Pritchard to proceed with this project.

193/17-18

P O Box

Request received from the Clerk to extend the old P O Box for 6 months at a cost of £147 as redirection is unavailable. All present were in agreement.

It was resolved that: P O Box extension was agreed at a cost of £147 to the Council.

194/17-18

Grant Application

A Grant Application was received from Midsomer Norton & Radstock Dial a Ride for £45. Agreed by all.

It was resolved that: The Grant Application for £45 from Midsomer Norton & Radstock Dial a Ride be granted.

195/17-18

Finances

It was resolved that:

- i. Clerk be reimbursed cost for original P O Box extension £147
- ii. Funding for Stowey Hill Fingerpost Project £1200 received
- iii. Community Empowerment Fund £680 received
- iv. Authorised signatories be given to complete Unity Trust Bank account opening
- v. Financial Statement received, and cheques signed as presented
- vi. CIL payment 16/00930/ADCOU Bonhill Barn £1125.69 received

196/17-18

Correspondence

The following noted:

- i. Further email correspondence regarding Truespeed verge damage. See Hedgerows, roads, pavements, ditches, and drains minutes.
- ii. Correspondence regarding increased dog mess in parish, particularly on Wick Road. Dog Warden has been approached.
- iii. Telephone call received from Parishioner regarding Truespeed cabinet that has been erected at the end of Woodcroft causing a severe blind spot. The Clerk has asked Truespeed and B&NES to reconsider its location.
- iv. Correspondence received regarding litter, verges, and gutters. Reported to B&NES. Cllr Gleave planning on village-wide litter pick in April.
- v. Personal Injury Claim received from a firm of solicitors representing a gentleman who fell of his bicycle at Nanny Hurns Lane, in a pothole, and broke his arm. Clerk has responded advising B&NES Highways are responsible for this rather than Parish Council. Parish Council now consider matter closed.

197/17-18

Date of Next Meeting

Wednesday 7th March 2018.

Meeting closed at 21.09hrs

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It was noted there were no requests for an election have been received.

It was noted that there are now 3 vacancies on the Parish Council remain and interest in co-option is invited.

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The application is for a 5-bedroom property and as no evidence has been presented by the developer to indicate that there is an identified need for a property in this category it does not meet the requirements of this policy.

Housing and Development Policy SSHP06 Lighting

Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.

No details of controls to mitigate the effects of the proposed external lighting have been included within the information available, so the application does not demonstrate compliance with SSHP06.

This application does not meet the requirements of Stowey Sutton Adopted Neighbourhood Plan policies SSHP01, SSHP02, SSHP03, SSHP04 and SSHP06, it is not supported by Stowey Sutton Parish Council.

This application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP02, SSHP03 and SSHP04, it is not supported by Stowey Sutton Parish Council by a majority vote.

- v. 17/06160/FUL - Parcel 3200, The Street, Stowey Erection of an agricultural building – Decision given 7th February without comment from SSPC.

It was resolved that: Clerk to write to Lisa Bartlett B&NES, as deferment was given to allow SSPC to comment. Request to defer for comment.

Decisions were noted regarding the following planning applications:

- i. 17/05777/FUL - Arundel, Church Lane, Bishop Sutton, Provision of 4no. rear dormer windows – **REFUSED**.
- ii. 17/05586/FUL - Camelot, Sutton Hill Road, Bishop Sutton, Erection of two storey front and rear extensions and raising of the existing building height. – **PERMITTED**
- iii. 17/0672/FUL – Highbanks, The Street, Stowey – Installation of porous-surfaced tennis court - **PERMITTED**

187/17-18

District Councillors Report

Cllr Pritchard was unable to attend this PCM due to Cabinet commitments. Change of footpath, PROW CL20/6, was discussed in his absence and agreed invoice for costs should be sent to Cllr Pritchard for payment as previously agreed.

188/17-18

Training and Meeting Updates

Reports received:

i. **B&NES ALCA**

- GDPR due to come into force 25/5/18, not all the legislation agreed. If you are complying with the current data protection legislation you should be OK. As soon as full details are known NALC will roll out training.
- B&NES previously announced they would charge for bye-elections. With all council elections coming up in May 2019 it would be prudent to make sure the Parish Council has sufficient funds in its reserves.
- Local Government Reviews of wards has been published. Any parish believing there is a disadvantage to its parish has until 19th February to make representation to the LGBC.
- A reminder of the new Audit regime was given.

ii. **Stowey Quarry Action Group**

- Environment Agency have taken further samples from emission points as evidence of potential contaminated leakage. It will also take further samples from nearby streams.
- An independent Hydrologist will be used to work through the results and if testing insufficient independent testing will be commissioned.
- It is clear there is a type of contamination, Noxious smells are very bad presently
- Advice is not to allow dogs and livestock nearby
- Crime Officer from the EA Ben Shayler to be invited to attend March PCM.
- Bristol Water have been involved through the EA and are regularly testing water at Hollowbrook.

iii. **PCAA Bristol Airport Consultation**

- Lots of concern as Masterplan is anticipated to look for increase in passenger numbers from 10 million to 20 million passengers per annum.
- PCAA Chair feels PC's aren't being supportive to the association and was challenging attendees about what view each PC might take.

- Periods during day, we have flights every few minutes overhead. If flight numbers go up those periods will become increasingly the norm and will affect air quality.
- Looking for professional help for responding to Masterplan.
- Looking to set up an action group and website raising awareness.
- Copy secretary of PCAA if, and when, we respond to anything regarding Airport.
- Appeal for residents who could offer expert assistance – add into newsletter, on to website and Parish Mag.
- Meetings now returned to 3 monthly.

189/17-18

Website

Transparency fund availability ceases 12th February. Clerk has undertaken research and presented findings. PC website has been reviewed to ensure compliance with Transparency Code. Recommended sites do not provide any extras that PC website does not already provide. Whilst look of website may be outdated, website meets needs.

It was resolved that: SSPC Website meets with requirements of Transparency Code.

190/17-18

Breaking the Mould Conference

Breaking the Mould Conference in Frome on 12th April. Sharing best practice workshop. Tickets cost £99 per candidate. Cllr Kingston previously expressed interest in attending.

It was resolved that: Cllr Kingston will attend the Breaking the Mould Conference at a cost of £99 to the Parish Council. Clerk to book ticket for Cllr Kingston.

191/17-18

Hedgerows, roads, pavements, ditches, and drains

Reports received:

- i. **Drainage and flooding** – many reports made to B&NES regarding flooding on the weekend of 20th January. Clive Onions, Parish Flood Representative, reported flood activity over that weekend - A368 was closed by police between Bishop Sutton and Chelwood Roundabout, Ham Lane drains could not cope with levels of rain, Stowey Road near Stowey Quarry and on the lane opposite Westway Farm. B&NES want to direct water running down the lane opposite Westway Farm into a ditch to prevent flooding. B&NES are also trying to find a solution to regular flooding near Manor Farm.
- ii. **Cherry Tree** – Clerk to investigate further quotations for removal of the tree in question. All Councillors to make their suggestions to the Clerk for its replacement. Cllr Arnold will then take the short list to the public for voting on its favourite.
- iii. **Correspondence to Cllr Balmforth & Clerk** – quality of Truespeed work and tarmac used. Clerk to flag to B&NES as backfill trenches already sinking. Request B&NES to walk around with a Councillor and see quality work. Rushmore Gardens have been destroyed by the work undertaken. Appears to be inconsistency in quality of work completed. Roads should be reinstated to the same condition and standard was in before works commenced.
- iv. **Pothole of the Month** goes to Ham Lane which has been reported to B&NES. Additionally, there has been further deterioration to Stowey Crossroads following Truespeed works which again has been reported to B&NES.

192/17-18

Footpaths

Funding for Stowey Hill Fingerpost Project has been received through Ward Councillors Initiative.

It was resolved that: Clerk to obtain quotes already received by District Cllr Pritchard to proceed with this project.

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P O Box

Request received from the Clerk to extend the old P O Box for 6 months at a cost of £147 as redirection is unavailable. All present were in agreement.

It was resolved that: P O Box extension was agreed at a cost of £147 to the Council.

194/17-18

Grant Application

A Grant Application was received from Midsomer Norton & Radstock Dial a Ride for £45. Agreed by all.

It was resolved that: The Grant Application for £45 from Midsomer Norton & Radstock Dial a Ride be granted.

195/17-18

Finances

It was resolved that:

- i. Clerk be reimbursed cost for original P O Box extension £147
- ii. Funding for Stowey Hill Fingerpost Project £1200 received
- iii. Community Empowerment Fund £680 received
- iv. Authorised signatories be given to complete Unity Trust Bank account opening
- v. Financial Statement received, and cheques signed as presented
- vi. CIL payment 16/00930/ADCOU Bonhill Barn £1125.69 received

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Correspondence

The following noted:

- i. Further email correspondence regarding Truespeed verge damage. See Hedgerows, roads, pavements, ditches, and drains minutes.
- ii. Correspondence regarding increased dog mess in parish, particularly on Wick Road. Dog Warden has been approached.
- iii. Telephone call received from Parishioner regarding Truespeed cabinet that has been erected at the end of Woodcroft causing a severe blind spot. The Clerk has asked Truespeed and B&NES to reconsider its location.
- iv. Correspondence received regarding litter, verges, and gutters. Reported to B&NES. Cllr Gleave planning on village-wide litter pick in April.
- v. Personal Injury Claim received from a firm of solicitors representing a gentleman who fell of his bicycle at Nanny Hurns Lane, in a pothole, and broke his arm. Clerk has responded advising B&NES Highways are responsible for this rather than Parish Council. Parish Council now consider matter closed.

197/17-18

Date of Next Meeting

Wednesday 7th March 2018.

Meeting closed at 21.09hrs

STOWEY SUTTON PARISH COUNCIL

Minutes of the Parish Council meeting held at

7.30pm on Wednesday 7th February 2018, The Methodist Church Hall (formerly known as The Link), Bishop Sutton

www.stoweysuttonpc.org

Present: Councillors K Betton (Chairman), H Clewett (Vice Chair), M Arnold, E Balmforth, E Daly, And J Knibbs,
Clerk: J Bryant
Also in attendance: 2 members of the public

180/17-18 **Apologies for absence**

Apologies were received from Cllr Gleave, Cllr Kingston and District Cllr Pritchard and accepted.

181/17-18 **Confirmation of Minutes**

The minutes of the Parish Council Meeting held on 3rd January 2018 were approved.

182/17-18 **Public Participation**

Members of the public and press were invited to address the Chairman with questions or observations within the jurisdiction of the Parish Council.

2 members of the public attended this month's meeting.

183/17-18 **Declaration of Interest**

There were none.

184/17-18 **Chairman's Report**

The Chairman announced the resignation of Cllr Brooke, effective 3rd January 2018, which was received immediately after January's meeting.

It was noted there were no requests for an election have been received.

It was noted that there are now 3 vacancies on the Parish Council remain and interest in co-option is invited.

185/17-18 **Community Engagement Working Party Updates**

Updates received from Community Engagement Working Party.

- i. **The Play Provision Project** – 7 tender submission were received and reviewed. Support of Jane Robson, Play Officer of B&NES was received to review all tenders and score for quality, quantity, and price. All submissions were available to view at the meeting. Some contractors gave additional value added which was reflected in scoring, including longevity in warranties and guarantees, and regular maintenance plans making things easier for SSPC to maintain. Decision came down to quality and quantity as indicated through the scoring. Working Party recommended the submission from HAGS to the Parish Council based on the highest score combination with a recommended alteration on location. HAGS were happy to reposition and change a piece of adult gym equipment to a more interactive piece. Both agreed at no extra cost.

It was resolved that: Proposed tender should be awarded to HAGS. Agreed by all present.

It was resolved that: Clerk to write to all candidates and apply for S106 funding in readiness. Successful candidate to be invited to a public participation section of a PCM to meet people and answer questions.

It was resolved that: Working Party to meet with preferred provider to discuss dates and next steps. Working Party prepare a tender document for pathway on recreation ground to be brought to March PCM.

Update given on Cricket club involvement. Waiting for a meeting date to discuss further.

- ii. **The Community Library Consultation** – Awarded Community Empowerment Fund £680. Meeting to be held 21st February with Sara Dixon, Community Liaison officer at B&NES. Volunteers meeting to be held on evening of 22nd February.
- iii. **Stamp Around Project** – Request received from B&NES Play & Community Development Officer to include Bishop Sutton Recreation Ground in this project – A game to see how many marks you can

stamp into your score card, hidden in various parks. Would bring awareness of park to a slightly wider audience.

It was resolved that: Bishop Sutton recreation ground can be included in this project. Clerk to advise B&NES Play & Community Development Officer

186/17-18

Planning

The following planning applications were considered:

- i. 18/00154/FUL – Hillside House, Sunnymead Lane, Bishop Sutton, Erection of 22no solar panels in two rows of 11 on support framing with associated equipment and cabling.

It was resolved that: This application is for full planning permission to install 22 Solar Panels at ground level in the garden of a residential property.

There are no policies in the Adopted Stowey Sutton Neighbourhood Plan which are directly relevant to this application;

Whilst the application states that there will be no views of the proposed solar PV installation from outside the property, no photographic or other evidence has been submitted to substantiate this claim and the sites location within the AONB makes this a significant consideration.

There do not appear to be any existing controls to prevent future changes to the trees, hedges, and other plantings which the application relies upon to provide screening of the proposed solar PV Installation from outside the premises.

Whilst the principle of a solar PV system is potentially acceptable in this location further evidence ensuring no loss of visual amenity to neighbouring properties or the wider AONB, together with controls to maintain the effectiveness of the existing natural screening would need to be submitted for further consideration.

Stowey Sutton Parish Council do not support the application in its current form.

- ii. 18/00083/CLEU – Larch Cottage, Lydes Farm, Folly Lane, Stowey – certificate of lawfulness for an existing use - Conversion and development of existing buildings into 2no dwelling houses.

It was resolved that: This application is for a certificate of lawfulness for an existing use - Conversion and development of existing buildings into 2 dwelling houses.

The application should be considered on the basis of factual evidence to demonstrate 'beyond the balance of probability' that the buildings have been in use as Class C3 dwelling houses and that associated operational development has taken place in excess of 4 years prior to the application for a certificate of lawfulness.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan:

Policy SSHP01 Housing Boundary, which states that:

The housing development boundary (HDB) for Bishop Sutton should be redefined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.

The application does not meet the requirements of this policy.

Policy SSHP02 Development Scale, which states that:

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

As the development is not within the housing development boundary the application therefore conflicts with SSHP02.

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

As the development is not within the housing development boundary the application therefore conflicts with SSHP03.

Policy SSHP04 Property Size, which states that:

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

As the development is not within the housing development boundary the application therefore conflicts with SSHP04.

Whilst the application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP01, SSHP02, SSHP03 and SSHP04, the applicant has provided detailed evidence that the properties were converted and occupied more than four years prior to the application for a certificate of lawfulness, no evidence to challenge this has been presented to Stowey Sutton Parish Council, therefore the application meets the requirements for a certificate of lawfulness and Stowey Sutton Parish Council have no grounds to challenge the application.

- iii. 18/00019/FUL - 35 Parkfield Gardens, Bishop Sutton, Erection of 2 storey dwelling with detached garage and new access (Resubmission)

It was resolved that: This application is a resubmission for full planning permission to erect a residential property, previously approved under application 14/01323/FUL, with a revised design and additional dormer and bedroom.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

Neighbourhood Plan

Policy SSHP01 Housing Boundary, which states that:

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The application meets the requirements of this policy.

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As the proposed development is within the housing development boundary it could be considered to meet the requirements of this policy, however the height of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

On balance we believe that the application therefore conflicts with SSHP02.

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

The height of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

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The application is for a 5-bedroom property and as no evidence has been presented by the developer to indicate that there is an identified need for a property in this category it does not meet the requirements of this policy.

This application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP01, SSHP02, SSHP03 and SSHP04, it is not supported by Stowey Sutton Parish Council.

- iv. 17/06224/FUL - Hillside View, Sutton Hill Road, Bishop Sutton, Erection of open garden structure with solid roof, two-storey rear extension, raised roof over garage, garage conversion and new side garage.

It was resolved that: The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

Neighbourhood Plan

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The application meets the requirements of this policy.

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It was resolved that: SSPC Website meets with requirements of Transparency Code.

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197/17-18

Date of Next Meeting

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Minutes of the Parish Council meeting held at

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Present: Councillors K Betton (Chairman), H Clewett (Vice Chair), M Arnold, E Balmforth, E Daly, And J Knibbs,
Clerk: J Bryant
Also in attendance: 2 members of the public

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Members of the public and press were invited to address the Chairman with questions or observations within the jurisdiction of the Parish Council.

2 members of the public attended this month's meeting.

183/17-18 **Declaration of Interest**

There were none.

184/17-18 **Chairman's Report**

The Chairman announced the resignation of Cllr Brooke, effective 3rd January 2018, which was received immediately after January's meeting.

It was noted there were no requests for an election have been received.

It was noted that there are now 3 vacancies on the Parish Council remain and interest in co-option is invited.

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Updates received from Community Engagement Working Party.

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It was resolved that: Working Party to meet with preferred provider to discuss dates and next steps. Working Party prepare a tender document for pathway on recreation ground to be brought to March PCM.

Update given on Cricket club involvement. Waiting for a meeting date to discuss further.

- ii. **The Community Library Consultation** – Awarded Community Empowerment Fund £680. Meeting to be held 21st February with Sara Dixon, Community Liaison officer at B&NES. Volunteers meeting to be held on evening of 22nd February.
- iii. **Stamp Around Project** – Request received from B&NES Play & Community Development Officer to include Bishop Sutton Recreation Ground in this project – A game to see how many marks you can

stamp into your score card, hidden in various parks. Would bring awareness of park to a slightly wider audience.

It was resolved that: Bishop Sutton recreation ground can be included in this project. Clerk to advise B&NES Play & Community Development Officer

186/17-18

Planning

The following planning applications were considered:

- i. 18/00154/FUL – Hillside House, Sunnymead Lane, Bishop Sutton, Erection of 22no solar panels in two rows of 11 on support framing with associated equipment and cabling.

It was resolved that: This application is for full planning permission to install 22 Solar Panels at ground level in the garden of a residential property.

There are no policies in the Adopted Stowey Sutton Neighbourhood Plan which are directly relevant to this application;

Whilst the application states that there will be no views of the proposed solar PV installation from outside the property, no photographic or other evidence has been submitted to substantiate this claim and the sites location within the AONB makes this a significant consideration.

There do not appear to be any existing controls to prevent future changes to the trees, hedges, and other plantings which the application relies upon to provide screening of the proposed solar PV Installation from outside the premises.

Whilst the principle of a solar PV system is potentially acceptable in this location further evidence ensuring no loss of visual amenity to neighbouring properties or the wider AONB, together with controls to maintain the effectiveness of the existing natural screening would need to be submitted for further consideration.

Stowey Sutton Parish Council do not support the application in its current form.

- ii. 18/00083/CLEU – Larch Cottage, Lydes Farm, Folly Lane, Stowey – certificate of lawfulness for an existing use - Conversion and development of existing buildings into 2no dwelling houses.

It was resolved that: This application is for a certificate of lawfulness for an existing use - Conversion and development of existing buildings into 2 dwelling houses.

The application should be considered on the basis of factual evidence to demonstrate 'beyond the balance of probability' that the buildings have been in use as Class C3 dwelling houses and that associated operational development has taken place in excess of 4 years prior to the application for a certificate of lawfulness.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan:

Policy SSHP01 Housing Boundary, which states that:

The housing development boundary (HDB) for Bishop Sutton should be redefined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.

The application does not meet the requirements of this policy.

Policy SSHP02 Development Scale, which states that:

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

As the development is not within the housing development boundary the application therefore conflicts with SSHP02.

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

As the development is not within the housing development boundary the application therefore conflicts with SSHP03.

Policy SSHP04 Property Size, which states that:

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

As the development is not within the housing development boundary the application therefore conflicts with SSHP04.

Whilst the application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP01, SSHP02, SSHP03 and SSHP04, the applicant has provided detailed evidence that the properties were converted and occupied more than four years prior to the application for a certificate of lawfulness, no evidence to challenge this has been presented to Stowey Sutton Parish Council, therefore the application meets the requirements for a certificate of lawfulness and Stowey Sutton Parish Council have no grounds to challenge the application.

- iii. 18/00019/FUL - 35 Parkfield Gardens, Bishop Sutton, Erection of 2 storey dwelling with detached garage and new access (Resubmission)

It was resolved that: This application is a resubmission for full planning permission to erect a residential property, previously approved under application 14/01323/FUL, with a revised design and additional dormer and bedroom.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

Neighbourhood Plan

Policy SSHP01 Housing Boundary, which states that:

The housing development boundary (HDB) for Bishop Sutton should be redefined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.

The application meets the requirements of this policy.

Policy SSHP02 Development Scale, which states that:

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

As the proposed development is within the housing development boundary it could be considered to meet the requirements of this policy, however the height of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

On balance we believe that the application therefore conflicts with SSHP02.

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

The height of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

The application therefore conflicts with SSHP03.

Policy SSHP04 Property Size, which states that:

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

The application is for a 5-bedroom property and as no evidence has been presented by the developer to indicate that there is an identified need for a property in this category it does not meet the requirements of this policy.

This application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP01, SSHP02, SSHP03 and SSHP04, it is not supported by Stowey Sutton Parish Council.

- iv. 17/06224/FUL - Hillside View, Sutton Hill Road, Bishop Sutton, Erection of open garden structure with solid roof, two-storey rear extension, raised roof over garage, garage conversion and new side garage.

It was resolved that: The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

Neighbourhood Plan

Policy SSHP01 Housing Boundary, which states that:

The housing development boundary (HDB) for Bishop Sutton should be redefined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing development of Cappards and Oak Park which together total 76 houses.

The application meets the requirements of this policy.

Policy SSHP02 Development Scale, which states that:

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

As the proposed development is within the housing development boundary it could be considered to meet the requirements of this policy, however the scale of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

On balance we believe that the application therefore conflicts with SSHP02.

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

The scale of the building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

The application therefore conflicts with SSHP03.

Policy SSHP04 Property Size, which states that:

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

The application is for a 5-bedroom property and as no evidence has been presented by the developer to indicate that there is an identified need for a property in this category it does not meet the requirements of this policy.

Housing and Development Policy SSHP06 Lighting

Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.

No details of controls to mitigate the effects of the proposed external lighting have been included within the information available, so the application does not demonstrate compliance with SSHP06.

This application does not meet the requirements of Stowey Sutton Adopted Neighbourhood Plan policies SSHP01, SSHP02, SSHP03, SSHP04 and SSHP06, it is not supported by Stowey Sutton Parish Council.

This application does not meet the requirements of the Stowey Sutton Neighbourhood Plan policies SSHP02, SSHP03 and SSHP04, it is not supported by Stowey Sutton Parish Council by a majority vote.

- v. 17/06160/FUL - Parcel 3200, The Street, Stowey Erection of an agricultural building – Decision given 7th February without comment from SSPC.

It was resolved that: Clerk to write to Lisa Bartlett B&NES, as deferment was given to allow SSPC to comment. Request to defer for comment.

Decisions were noted regarding the following planning applications:

- i. 17/05777/FUL - Arundel, Church Lane, Bishop Sutton, Provision of 4no. rear dormer windows – **REFUSED**.
- ii. 17/05586/FUL - Camelot, Sutton Hill Road, Bishop Sutton, Erection of two storey front and rear extensions and raising of the existing building height. – **PERMITTED**
- iii. 17/0672/FUL – Highbanks, The Street, Stowey – Installation of porous-surfaced tennis court - **PERMITTED**

187/17-18

District Councillors Report

Cllr Pritchard was unable to attend this PCM due to Cabinet commitments. Change of footpath, PROW CL20/6, was discussed in his absence and agreed invoice for costs should be sent to Cllr Pritchard for payment as previously agreed.

188/17-18

Training and Meeting Updates

Reports received:

i. **B&NES ALCA**

- o GDPR due to come into force 25/5/18, not all the legislation agreed. If you are complying with the current data protection legislation you should be OK. As soon as full details are known NALC will roll out training.
- o B&NES previously announced they would charge for bye-elections. With all council elections coming up in May 2019 it would be prudent to make sure the Parish Council has sufficient funds in its reserves.
- o Local Government Reviews of wards has been published. Any parish believing there is a disadvantage to its parish has until 19th February to make representation to the LGBC.
- o A reminder of the new Audit regime was given.

ii. **Stowey Quarry Action Group**

- o Environment Agency have taken further samples from emission points as evidence of potential contaminated leakage. It will also take further samples from nearby streams.
- o An independent Hydrologist will be used to work through the results and if testing insufficient independent testing will be commissioned.
- o It is clear there is a type of contamination, Noxious smells are very bad presently
- o Advice is not to allow dogs and livestock nearby
- o Crime Officer from the EA Ben Shayler to be invited to attend March PCM.
- o Bristol Water have been involved through the EA and are regularly testing water at Hollowbrook.

iii. **PCAA Bristol Airport Consultation**

- o Lots of concern as Masterplan is anticipated to look for increase in passenger numbers from 10 million to 20 million passengers per annum.
- o PCAA Chair feels PC's aren't being supportive to the association and was challenging attendees about what view each PC might take.

- Periods during day, we have flights every few minutes overhead. If flight numbers go up those periods will become increasingly the norm and will affect air quality.
- Looking for professional help for responding to Masterplan.
- Looking to set up an action group and website raising awareness.
- Copy secretary of PCAA if, and when, we respond to anything regarding Airport.
- Appeal for residents who could offer expert assistance – add into newsletter, on to website and Parish Mag.
- Meetings now returned to 3 monthly.

189/17-18

Website

Transparency fund availability ceases 12th February. Clerk has undertaken research and presented findings. PC website has been reviewed to ensure compliance with Transparency Code. Recommended sites do not provide any extras that PC website does not already provide. Whilst look of website may be outdated, website meets needs.

It was resolved that: SSPC Website meets with requirements of Transparency Code.

190/17-18

Breaking the Mould Conference

Breaking the Mould Conference in Frome on 12th April. Sharing best practice workshop. Tickets cost £99 per candidate. Cllr Kingston previously expressed interest in attending.

It was resolved that: Cllr Kingston will attend the Breaking the Mould Conference at a cost of £99 to the Parish Council. Clerk to book ticket for Cllr Kingston.

191/17-18

Hedgerows, roads, pavements, ditches, and drains

Reports received:

- i. **Drainage and flooding** – many reports made to B&NES regarding flooding on the weekend of 20th January. Clive Onions, Parish Flood Representative, reported flood activity over that weekend - A368 was closed by police between Bishop Sutton and Chelwood Roundabout, Ham Lane drains could not cope with levels of rain, Stowey Road near Stowey Quarry and on the lane opposite Westway Farm. B&NES want to direct water running down the lane opposite Westway Farm into a ditch to prevent flooding. B&NES are also trying to find a solution to regular flooding near Manor Farm.
- ii. **Cherry Tree** – Clerk to investigate further quotations for removal of the tree in question. All Councillors to make their suggestions to the Clerk for its replacement. Cllr Arnold will then take the short list to the public for voting on its favourite.
- iii. **Correspondence to Cllr Balmforth & Clerk** – quality of Truespeed work and tarmac used. Clerk to flag to B&NES as backfill trenches already sinking. Request B&NES to walk around with a Councillor and see quality work. Rushmore Gardens have been destroyed by the work undertaken. Appears to be inconsistency in quality of work completed. Roads should be reinstated to the same condition and standard was in before works commenced.
- iv. **Pothole of the Month** goes to Ham Lane which has been reported to B&NES. Additionally, there has been further deterioration to Stowey Crossroads following Truespeed works which again has been reported to B&NES.

192/17-18

Footpaths

Funding for Stowey Hill Fingerpost Project has been received through Ward Councillors Initiative.

It was resolved that: Clerk to obtain quotes already received by District Cllr Pritchard to proceed with this project.

193/17-18

P O Box

Request received from the Clerk to extend the old P O Box for 6 months at a cost of £147 as redirection is unavailable. All present were in agreement.

It was resolved that: P O Box extension was agreed at a cost of £147 to the Council.

194/17-18

Grant Application

A Grant Application was received from Midsomer Norton & Radstock Dial a Ride for £45. Agreed by all.

It was resolved that: The Grant Application for £45 from Midsomer Norton & Radstock Dial a Ride be granted.

195/17-18

Finances

It was resolved that:

- i. Clerk be reimbursed cost for original P O Box extension £147
- ii. Funding for Stowey Hill Fingerpost Project £1200 received
- iii. Community Empowerment Fund £680 received
- iv. Authorised signatories be given to complete Unity Trust Bank account opening
- v. Financial Statement received, and cheques signed as presented
- vi. CIL payment 16/00930/ADCOU Bonhill Barn £1125.69 received

196/17-18

Correspondence

The following noted:

- i. Further email correspondence regarding Truespeed verge damage. See Hedgerows, roads, pavements, ditches, and drains minutes.
- ii. Correspondence regarding increased dog mess in parish, particularly on Wick Road. Dog Warden has been approached.
- iii. Telephone call received from Parishioner regarding Truespeed cabinet that has been erected at the end of Woodcroft causing a severe blind spot. The Clerk has asked Truespeed and B&NES to reconsider its location.
- iv. Correspondence received regarding litter, verges, and gutters. Reported to B&NES. Cllr Gleave planning on village-wide litter pick in April.
- v. Personal Injury Claim received from a firm of solicitors representing a gentleman who fell of his bicycle at Nanny Hurns Lane, in a pothole, and broke his arm. Clerk has responded advising B&NES Highways are responsible for this rather than Parish Council. Parish Council now consider matter closed.

197/17-18

Date of Next Meeting

Wednesday 7th March 2018.

Meeting closed at 21.09hrs