

STOWEY SUTTON PARISH COUNCIL

Tel: 01275 772 177 Email: clerk@stoweysuttonpc.org Website: www.stoweysuttonpc.org

Present: Councillors K Betton (Chairman), H Clewett, L Kingston, E Daly, L Balmforth and M Arnold
Clerk: J Bryant

Minutes of the Parish Council meeting held at
7.30pm on Wednesday 7th October 2020 via Zoom
www.stoweysuttonpc.org

MINUTE: 2020/10

1. Apologies for Absence & Declarations of Interest

Apologies received from Cllrs Knibbs and accepted by council.

2. Confirmation of Minutes

RESOLVED that, the minutes of the Parish Council Meeting held on 2nd September 2020 were approved.

3. Public Participation

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

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

4. Planning

a) New Applications considered:

- i. 20/03363/FUL : 7 Highmead Gardens, Bishop Sutton, BS39 5XB, Proposed two storey side extension and detached bike store / work room

RESOLVED that, The extension to the existing property and the new detached "motorbike store" require separate consideration.

The existing property

The application to extend the existing property meets the aims of SSHP01,02 & 03,& on balance this outweighs the harm of not meeting SSHP04, so subject to including a condition to ensure that building materials & colours match the existing property & that obscured glass is fitted to the window in the side elevation the extension to the existing dwelling Stowey Sutton Parish Council do not object to the part of 20/0033633/FUL to extend the existing dwelling at 7 Highmead Gardens.

The "Motorbike store"

Whilst the principle of a garage or motorbike store might be acceptable in this location, the proposed height & design of the detached motorbike store is very dominant and not characteristic of properties in this area as shown in the Character assessment which forms part of the Stowey Sutton Adopted Neighbourhood Plan and will have a significantly adverse impact on the visual amenity of the streetscape in this part of the settlement, as such Stowey Sutton Parish Council do object to the part of 20/0033633/FUL to build a detached motorcycle store at 7 Highmead Gardens.

b) Decisions noted:

- i. 20/02784/FUL: Lake View, Ham Lane, Bishop Sutton, Erection of replacement porch – **REFUSED**

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RESOLVED that, Clerk to write to Lisa Bartlett, Head of Planning drawing attention to points made by planning officer that misinterprets Stowey Sutton Parish Council comments made on this application requesting this one is considered for Development Control Panel review.

Agenda item 11 brought forward and discussed here.

5. Public Engagement Working Party

- a) Bishop Sutton Community Run Library report received. Activity continues to be slow but steady, with click and collect and new membership still popular. People are keen for the café to re-open. Target date for re-opening café 16th October 2020, subject to stringent Covid-Safe processes and guidelines in place. Next Sub-Committee meeting 19th October 2020. Volunteers looking forward to being able to offer Card Payment options which the Council are to consider the operational procedures for this evening. If agreed, training will be provided by the Clerk prior to the Café re-opening.
- b) Recreation ground report:
 - i. CCTV project update – contract awarded, donation received from village hall committee, deposit required to secure goods. Provisional plan to complete upgrade by end of October 2020, stock dependent.
 - ii. Chew Valley Juniors Football Club – training being received well in community, large increase from local attendees seen requiring extra training session. Big problem with litter and dog faeces which the children and parents are picking up before each training session. Parking arrangement with Bishop Sutton AFC is working well and alleviates traffic at the pinch point outside the village hall and in the village hall car park.

RESOLVED that, Chew Valley JFC permitted to use Recreation Ground for youth training on Thursday evenings until end of October 2020. Arrangement to be revisited prior to Easter 2021 when training is expected to return to grass.

6. Training & Meeting Updates

- a) PCAA Update:
 - i. Donations towards the Legal Fees appeal currently sit at £15,000 with another £5,000 donated through CrowdJustice (crowdfunding). Any more donations would be gratefully accepted.
 - ii. Hilary Burn confirmed that she was definitely intending to retire after the Inquiry and asked Chris Willows, as Vice chair, to find a replacement (or choice of replacements).
 - iii. Consultation closed June 2020 on 'Bristol Airport Application for year Slot Coordination' and has now been put on hold indefinitely because of Covid-19.
 - iv. Air Space Modernisation Consultation is also on hold indefinitely because of COVID-19.
 - v. Bristol Airport has lodged their appeal but asked for more time to prepare because they need to update their Environmental Impact Assessment and Economic Report.
 - vi. PCAA has taken Rule 6 status along with Extinction Rebellion who are focusing on Climate Change.
 - vii. Bristol Airport has proceeded with the process for compulsorily purchasing the land required to make alterations to the Downside Road Junction in the hope of this matter being dealt with at the same time as the Appeal. However, these intended alterations are part of the planning application for expansion and it is therefore premature to purchase the land before approval of the application.
 - viii. The next ordinary meeting will be on Thursday 28th January 2021 unless an earlier meeting is required. Virtual AGM to take place 22nd October 2020.

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- b) WERN AGM – AGM took place 1st October 2020 and was attended by our clerk. All officers were voted in to serve another 12-month term. Vacancies remain for officers and applications are invited. Highlights for the past year include village agents helping to combat loneliness and providing community support, transport schemes, a wide portfolio of activities and strong bank of funders. Focus for forthcoming year will be Climate Emergency.
- c) Chew Valley Forum - next virtual meeting 2nd November 2020.
- d) ALCA AGM to take place virtually 10th October 2020.
RESOLVED that Clerk has the mandate to vote on behalf of Stowey Sutton Parish Council at this year's ALCA AGM on 10th October 2020.
- e) Clerks Training – Clerk has successfully achieved CiLCA qualification.

7. General Power of Competence

RESOLVED that, Stowey Sutton Parish Council confirms that it meets the eligibility criteria for the General Power of Competence and resolves to adopt the power.

8. Footpaths, Hedgerows, roads, pavements, ditches, and drains

RESOLVED that, Clerk to make reports to B&NES Highways for missing chevrons at Hayes Pond Corner.

RESOLVED that, Clerk to engage with Highways and Police about enforcing no entry and speed limit in Ham Lane.

RESOLVED that, as initial enquiries provided mixed reviews, Councillor Kingston will engage with Ham Lane residents about increased traffic concerns and bring back to Parish Council December/January to gauge appetite for further consultation.

9. Correspondence

Correspondence discussed:

- a. Stowey Weight Limit
- b. Somerset Prepared Virtual Presentations
- c. Somerset Climate Emergency Community Fund Scheme
- d. Neighbour of the year award
- e. Flooding and Gulley clearance
- f. Defibrillator Scheme
- g. WI offer to take on Community Garden raised beds and involve other community members and groups to keep them tidy and planted up

RESOLVED that, to continue engagement with Avon & Somerset Police regarding Stowey Weight limit and offending vehicles.

RESOLVED that, Clerk to write to L Baker & B Dabinett thanking them for continuing voluntary maintenance of raised beds and informing of WI project to support this community initiative.

10. Stowey Quarry

It was reported that the main court case scheduled for 6 weeks from 1st March 2021. The case is against the permit holder, a broker and one waste producer. Following the preliminary hearing two weeks ago the Judge has imposed reporting restrictions as this could influence court hearings.

11. Youth Provision

Agenda item taken forward and discussed after point 4.

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Free activity week during summer holidays resulted in 21 new people signing up, with 52 young people now registered in the parish. Activities have included Covid football, how to keep safe, bubbles of 6, police presence building positive engagement. Christmas is now being targeted as a time to relax. Venue investigations have been ongoing with a view to finding indoor space for up to 20 young people at a time with cupboard storage. This would enable structured engagement and provide open access. Funding also needs to be explored either for venue or ongoing use of Youth Bus.

RESOLVED that, Clerk to explore grant funding with Young Bristol Fundraiser, and engage with Village Hall Committee regarding support for future youth provision.

12. Policies and Procedures

RESOLVED that, the following policies are all adopted:

- Standing Orders (updated)
- Financial Regulations (updated)
- Risk Management Policy (updated)
- Risk Management Scheme (updated)

13. Finances

- RESOLVED that**, Operational management processes for library card system agreed as proposed.
- Monthly Financial Statement and reconciliation reports received:

Bank Account	Balances (after payments)
Unity	£21,534.35
NWB Current	£262.80
NWB Reserve	£18,214.90
Library Petty Cash	£8.47
Clerk Petty Cash	£200.00
TOTAL	£40,220.52

- BACS payments for 7th October authorised

October 2020 payments					
Payment Date	Payee	Description	Net	VAT	Gross
07/10/2020	Staff	Staff Salaries September 2020	£ 841.15	£ 0.00	£ 841.15
07/10/2020	HMRC	Tax & NI	£ 132.20	£ 0.00	£ 132.20
07/10/2020	Bishop Sutton AFC	Grass Cut	£ 70.00	£ 0.00	£ 70.00
07/10/2020	Lyons Bowes	PCAA Donation Rule of Six Status	£ 500.00	£ 0.00	£ 500.00
07/10/2020	Unity Trust Bank	Quarterly bank charges	£ 22.20	£ 0.00	£ 22.20
07/10/2020	New Leaf	Rec Ground and Millennium Garden maintenance	£ 440.00	£ 0.00	£ 440.00
07/10/2020	New Leaf	Rec Ground and Millennium Garden maintenance	£ 180.00	£ 0.00	£ 180.00
07/10/2020	SumUp Payments Ltd - Petty Cash	SumUp card reader and printer	£ 129.00	£ 25.80	£ 154.80
07/10/2020	Bath & North East Somerset Council	Half yearly rent for football ground	£ 500.00	£ 0.00	£ 500.00

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07/10/2020	Microsoft - Reimburse Clerk	Office 365 Annual Subscription	£ 59.99	£ 0.00	£ 59.99
07/10/2020	Wrimess Cosmetics Ltd - Petty Cash	Hand sanitising gel	£ 27.50	£ 5.50	£ 33.00
07/10/2020	Solving Communications Ltd	CCTV equipment and remote management capability first payment	£ 1,544.91	£ 308.99	£ 1,853.90
07/10/2020	Filers Coaches	Surgery Coach September 2020	£ 150.00	£ 0.00	£ 150.00
07/10/2020	A Drysdale Builder	Rec Ground Car Park bollard replacement	£ 495.00	£ 0.00	£ 495.00
07/10/2020	A Drysdale Builder	Sign installation and trampoline repair	£ 40.00	£ 0.00	£ 40.00
07/10/2020	A Drysdale Builder	Chain, padlocks, and keys for rear car park	£ 40.00	£ 0.00	£ 40.00
07/10/2020	Kingfisher Direct	Eco recycled hooded top litter bin	£ 148.68	£ 29.74	£ 178.42
			£ 5,320.63	£ 370.03	£ 5,690.66

14. Clerks/District Councillors Reports – for information

a) Clerks Report:

- i. Local Plan Partial Update issued. New 'Call for Sites' review will close on 20th October 2020.
- ii. B&NES Full response to Government of Planning reform circulated. The new proposals could impact on the Councils ability to deliver its Climate and Nature Emergency objectives.
- iii. Badger Cull – B&NES refuse permission for any badger culling to take place on land controlled by the Council.

a) District Councillors report:

- i. District Councillor Warrington reported on the Liveable Neighbourhoods Webinar - Liveable neighbourhoods are an important part of the council's plan to tackle the climate and ecological emergency and to improve health and wellbeing across the area. It has developed three strategies which it now wants people's views on. They are:
 - Low traffic neighbourhood strategy
 - Residents' parking schemes strategy
 - On-street electric vehicle charging strategy

These are particularly important if B&NES are to meet climate emergency targets by 2030. Much of this information does not relate to rural areas such as the parish of Stowey Sutton. District Councillor Warrington continues to drive awareness that rural areas represent a high percentage of B&NES region and encourages rural residents to engage in consultation. You can provide your opinions by having your say here <https://bathnesliveablestreets.commonplace.is/>
- ii. 43 cases of Covid reported in B&NES at present. B&NES residents are adhering to Government Guidance and B&NES thanks them for their vigilance.

15. Date of the next meeting

Wednesday 4th November 2020

EXCLUSION OF PRESS AND PUBLIC RECOMMENDED: That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – public excluded from meeting to discuss a staffing matter, and commercially sensitive and confidential business matter.

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16. Clerks Review

RESOLVED that, Stowey Sutton Parish Council is to purchase a new laptop for the clerk within the budget set for 2020-21 of £450.

RESOLVED that, in recognition of the clerk completing her CiLCA qualification, the clerk is awarded SCP 17 with effect from 1st November 2020 and salary increase in accordance with published guidelines by NALC be implemented and therefore backdated from April 1 2020.

RESOLVED that, £120 is to be made available for the clerk to attend Continuing Professional Development opportunities without referral to council.

RESOLVED that, Clerks Petty Cash Account to be increase from £200 to £500, to be reviewed January 2021.

RESOLVED that, Clerk to update CAB and Councils Explained textbooks when reprinted to a budget of £250.

17. Public Open Space

RESOLVED that, Clerk to confirm valuation with landowner and agree next steps.

Meeting ended at 21.28