

# Clutton Parish Council

Monday 20<sup>th</sup> November 2017, 7.30pm in the Village Hall

Public Submissions: A resident planning to purchase the field referenced in 173/17c claimed there is no right of way to access Greyfield Woods across the field and that there was an alternative route further up the road towards High Littleton.

## Minutes of the monthly meeting of the Parish Council

Present: Councillors R Naish(Chair), B Bailey, J Bush, A Hillier, I Myatt, A Parfitt, D. Phillips, D Veale, G Williams, Cllr K Warrington (Ward Councillor) and Mrs H Richardson (Clerk); 2 members of the public

Item		Action
155/17	Apologies were received and accepted from D Worskett, & S Piddock. It was reported that S Dagger had resigned from the Parish Council.	
156/17	The minutes of the meeting on Monday 16 <sup>th</sup> October were approved.	
157/17	It was reported that the kissing gate for Clutton Station Park had been delivered and installation would be arranged, this would be paid for by the Ward Councillors Initiative. We are still in communication with CURO regarding the rubbish being dumped in the Culvert by the Mead. The Firepit was still unsafe and so David Phillips agreed to remove and sharp edges. The Clerk was still waiting for documentation showing that the land by the butchers belonged to the Parish Council, Tony Parfitt promised to supply documents, and despite it being reported several times to B&NES the drains on Clutton Hill were still blocked.	
	<b><u>Planning</u></b>	
158/17a	17/04953/FUL: Tynings Cottage, Tynings. Single Storey Garage. It was reported that as the deadline for consultations had passed the Clerk had responded to say that the Parish Council had no objection.	Clerk
158/17b	It was agreed not to comment on 17/05054/COND: Parcel 0006 Maynard Terrace regarding the contamination and remediation works.	
158/17c	17/05055/COND: Parcel 0006 Maynard Terrace. Even though comments are not invited, the Parish Council agreed that if the sample panel which had appeared on site showing just red bricks was the sample panel showing all external walling materials to be used, then it was not acceptable as the development was supposed to reflect the materials used in the surrounding houses, to include render as agreed.	
158/17d	The Parish Council not to comment on 17/05506/D6BA Parcel 0006 Maynard Terrace as B&NES were best placed to judge whether CURO were honouring their S106 obligations.	
158/17d	It was reported that 17/02485/FUL: The replacement barn at Honey Gaston had been permitted, 17/01454/FUL: 2 new dwellings at Cooks Hill Garage had been permitted and 17/04560/FUL: single story extension at 20 Burchill Close had been permitted.	
159/17	The Parish Council received a report on the comments submitted to B&NES by the Planning working group in response to the first draft of the HELAA	
160/17	It was reported that the Village Questionnaire for the Neighbourhood Plan would be mailed out this week and all residents should be encouraged to respond and	

the Village Hall had been booked for Saturday 2<sup>nd</sup> December for a village consultation.

### **Finance, Legal, HR, & Admin.**

161/17 The monthly finance report was accepted

<b>Clutton Parish Council</b>			
<b>Financial information for the meeting of the Council to be held on 20/11/17</b>			
<b>Cashbook balance reported at October meeting</b>		£	<b>44,377.78</b>
<b>plus Receipts since last meeting</b>			
B&NES Precept	£	18,796.50	
			<b>£ 18,796.50</b>
<b>less Payments since October meeting</b>			
Cheques per October meeting	£	4,198.91	
			<b>£ 4,198.91</b>
<b>Balance per Cashbook at 31/10/17</b>			<b>£ 58,975.37</b>
<b>Receipts due</b>			<b>£ -</b>
<b>Available before November cheques</b>			<b>£ 58,975.37</b>
<b>Cheques to be signed on 20/11/17</b>			
Salary Cheques	£	1,455.53	nov salary
NEST	£	64.08	Pension
Grant Thornton	£	240.00	External audit
Worcester Research	£	1,635.00	NP - Surveys
LexisNexis (ALCA)	£	64.80	Arnold Baker - Local Council Administration fo
ALCA	£	100.00	Finance & accounting Course - 2 places
Jenny Bush Reimburse	£	72.86	Bulbs, Christmas tree lights, bin bags
			<b>£ 3,632.27</b>
<b>Balance at bank after October cheques</b>			<b>£ 55,343.10</b>
<b>less ringfenced</b>			
Legal Fees		1600.00	
Planter & Plants		300.00	
Neighbourhood Plan Grant		8980.00	
			<b>£ 10,880.00</b>
			<b>£44,463.10</b>
<b>Outstanding debtors</b>	£	-	
<b>Outstanding creditors</b>			
Community Payback	£	360.00	
			<b>£ 360.00</b>
			<b>£44,103.10</b>

162/17 The Disciplinary & Grievance procedure was approved & adopted

163/17 The Training Scheme was approved & adopted.

164/17 The Clerks salary was reviewed and on recommendation from ALCA was increased to SCP29 and the Clerks hours were increased to 20 hours per week. An additional allowance of 7 hours a week was approved until April 2018 to complete the Certificate in Local Council Administration.

Clerk

165/17 The details above would be put into the Clarks contract which would be circulated and then issued to the Clerk.

RN

166/17 The position of Village Operative was discussed. It was confirmed that B&NES would continue to fund the Street Sweeper Scheme for one more year, but no funding was confirmed beyond. Neighbouring Parish Councils had expressed an interest in sharing a Village Operative to create a full time position, but had since confirmed that they were not wanting to change things this year, therefore it was agreed to continue with the application process for a Clutton Village Operative and they would be employed on a 1 year contract with a 3 month probation period.

RN

167/17 The first draft of the budget was considered and projects for next year were considered. A village consultation has been booked for Saturday 2<sup>nd</sup> December, where residents could consider proposals and put forward their own suggestions. RN

### **Highways, Rights of Way & Infrastructure**

168/17 The Ward Councillor confirmed that she would be meeting with B&NES to receive a report on a number of issues connected with the CURO development at Maynard Terrace including the Clutton Hill/Maynard Terrace junction. It has been widely agreed that the current junction is dangerous and proposed junction is even less safe, but no satisfactory solution had been provided with work about to start. KW

169/17 It was reported that B&NES officers had installed speed boxes at three locations in the village to test the speed of cars travelling through the village following the installation of the traffic calming measures. They would be in place for one week. It was also reported that temporary three way traffic lights were due to be installed at the Clutton Hill/Maynard Terrace junction in preparation for the start of remedial works at the CURO site.

170/17 The Parish Council approved the conversion of the PC's street lights to LED lights and most of the costs would be taken out of reserves. An application for the lights in Station Park would be made to the Ward Councillors initiative. HR

171/17 The consultation on the Chew Valley Transport Strategy is running until 30<sup>th</sup> November and is available on [www.bathnes.gov.uk](http://www.bathnes.gov.uk) with a questionnaire for feedback.

### **Parks & Open Spaces**

172/17 Volunteers had been tidying up the verges on the A37 next to the Clutton Millennium stone and sleepers would be put there to hold back the soil to keep the area clear. Daffodil bulbs had been planted for everyone to enjoy in the spring. A Christmas Tree had been ordered for the village green and decorations had been purchased.

### **Correspondence**

173/17a A resident complained about the bins in Station Park that were overflowing with bags of dogs mess. The bins were placed there independently by a resident who had promised to empty them regularly. As this clearly wasn't happening, the Parish Council agreed to arrange for the contents of the bins to be taken away asap. It was also agreed to replace the bins with proper waste bins and arrange a contract to empty them regularly as had been planned in the Clutton Station Park project, but now would be given priority. An application would be made to the Community Empowerment Fund to pay for the bins. JB

173/17b A residents complaint about the virtual pavement and the overgrown hedge on Station Road had been forwarded to the B&NES highway inspector.

173/17c A resident complained that the path from the track along from Maynard Terrace that leads into Greyfield woods had been blocked by the landowner despite the resident using that route for 19 years and another resident using it for 40 years. The Parish Council acknowledged that this is not a public footpath and therefore no formal right of way, but as it was a valued amenity for the residents would make enquiries as to how we could apply to make this a public footpath. Other Clerk

routes into the woods were much further on foot and take you out onto the road towards High Littleton before cutting back into the woods. It was agreed that it would be a great shame to lose this route into Greyfield Woods.

- 173/17d ALCA have shared a briefing document on the General Data Protection Regulation (GDPR) which comes onto force on 25 May 2018 more briefing to follow as the implications become clear.
- 173/17e ALCA shared a briefing document on the councillor disqualification consultation open until 8<sup>th</sup> December.
- 173/17f B&NES have shared the consultation document for the draft West of England Joint Spatial Strategy and the new B&NES Local Plan consultation document.
- 173/17g The Parish Council confirmed that they are happy for plot No's 1-13 of the CURO development accessed onto Maynard Terrace to be formally named 'Frances Row'. Clerk
- 174/17 The Ward Councillor advised that the joint spatial plan should be looked at closely as it includes 2500 new homes in Whitchurch, stretching towards Hursley Hill, but they won't be built until more infrastructure is put in place. The infrastructure includes a new Park & Ride and a Ring Road from the A37 to the A4. More housing is needed and due to the Clutton HELAA we may be vulnerable. Further cut backs were required to meet the serious financial challenge ahead.
- 175/17 It was reported that the Village Hall Committee were sorting out their issues with the bank following the change of finance officer and the social club had paid for the new battery required for the defibrillator.  
It was reported that Jenny Bush had joined the committee of Clutton United Charities and they were writing a new mission statement.  
The shed on the Allotments has been dismantled and some of the wood taken away, still needed to arrange to clear steel & plastic that had been found behind the shed. Two new allotment holders had taken on allotments and were working hard on them. The water needed to be turned off.
- 176/17 The Clerk reported that she had received correspondence from a resident whose dogs were distressed by the fireworks at the start of November. She was put in touch with the organisers of the Village fireworks display and given the date of next year's display, so that she could make necessary arrangements for her dogs. Clerk

The Parish Council had been approached informally for some funds to pay for the battery for the defibrillator, but when asked to complete grant application forms for the money, the organisers declined and found the money elsewhere expressing their 'disappointment'. It was made clear that The Parish Council welcomes grant applications, but cannot allocate any amount of money without the necessary 'paper trail' as we are audited annually and are entrusted with public money and so applications must be accompanied by an application form.

The Footpath ranger pinned back some dangerous razor wire he found on one of the public footpaths near Honey Gaston. Western Power will be cutting back trees in Station Park in the next couple of weeks to keep the branches clear of the power wires.

Communication Stats: 174 Facebook Likes, 131 newsletter subscribers  
Website: 178 Sessions, 150 unique users, 466 Pageviews

**Close: The meeting ended at 9.32pm**