

Clutton Parish Council

Monday 21st May 2018, 7.30pm in the Village Hall

Minutes of the monthly meeting of the Parish Council

Present: Councillors R Naish(Chair), J Bush, Ian Myatt, T Parfitt, T Starr, D Veale, G Williams(part), D Worskett. Cllr K Warrington (Ward Councillor) and Mrs H Richardson (Clerk) and 2 members of the public

Item	Action
67/18	Apologies were received and accepted from B Bailey, A Hillier, D. Phillips, and S Piddock. There were no declarations of interest.
68/18	Cllr R Naish was elected as Chair and the declaration of acceptance of office was signed.
69/18	Cllr D Worskett was elected as Vice Chair and the declaration of acceptance of office was signed. Public Participation: the meeting was halted to invite comments from members of public. A member of the Horticultural Society offered to assist the Parish Council with the plants and planters which were being placed around the village. The Parish Council were delighted to accept. A resident explained that as a resident of Maynard terrace they were experiencing high levels of dust coming from the CURO development. The Parish Council agreed to raise this, as the developer should be taking measures to water down areas at risk of dust and this is not happening. The speed of lorries travelling through the village was also raised, but it was agreed that this should be discussed later in the agenda item 87/18.
70/18	The minutes of the meeting on Monday 16 th April were approved.
71/18	It was reported that when councillors investigated the leak on the stopcock on the allotments it was dry, but it is now wet again and so will be looked at again. The Village operative would be asked to tackle the brambles in Station Park.
72/18	No changes were made to the appointments of members to serve on working groups.
73/18	No changes were made to the appointments of representatives on relevant bodies
74/18	The Standing Orders were adopted unchanged.
75/18	The Financial Regulations were adopted unchanged.
76/18	The Asset Register was approved with the addition of the Kissing Gate, listed under Village Amenities.
77/18	The Risk Assessment was reviewed and adopted unchanged.
78/18	The dates and times of ordinary meetings of the Council for the year were agreed
	Planning
79/18a	18/0154/VAR. Methodist Church, 50 Upper Bristol Road. Variation of Condition 5 of 17/01327/LBA. It was reported that the deadline for the consultation had passed, but the planning working group considered that application and agreed there was no need to submit a response.

A report on the following planning applications had been received.

- a) Decision: 17/03776/VAR. Development Site Adjacent the Sidings. PERMIT
b) Decision: 18/01002/FUL: 15 The Mead. Erection of detached dwelling. REFUSE

80/18 It was agreed that the cottages on Maynard Terrace should be nominated as a heritage asset. RN

81/18 The Neighbourhood Planning working group reported that B&NES planners held a HELAA training course on 3/5, which was attended by the chair. The next draft of the HELAA will be released shortly and we will have 2 sites we must assess and 2 others that we can if we choose. The assessments must be done by the end of August.

The West of England Joint Spatial Plan (JSP) has been submitted to the Secretary of State for examination, but the hearings for this will not start until Oct 2018. Since the new local plan must come in after the JSP has passed inspection there may be some options published before the end of 2018, but no selection of options or sites until after the local elections on 2nd May 2019. This in turn limits the progress of the Neighbourhood Plan revision.

Finance, Legal, HR, & Admin.

82/18 The internal auditors report was approved.

83/18 The Accounting Governance Statement was accepted and approved.

84/18 The Annual Return for YE 31st March 2018 (unaudited) Section 2 was approved.

85/18 The monthly finance report was accepted

Financial information for the meeting of the Council to be held on 21/5/18			
Cashbook balance reported at End of Year		£	35,074.26
plus Receipts since last meeting			
	B&NES Precept	£ 21,119.00	
	HMRC vat refund	£ 1,317.33	
			£ 22,436.33
less Payments since April meeting			
	Cheques per April meeting	£ 2,497.04	
			£ 2,497.04
Balance per Cashbook at 30/4/18			£ 55,013.55
Receipts due			
	Parish Sweeper Scheme	3923.12	
	Thatcher & Hallam refund	3240.00	
	Allotments	45.00	
			£ 7,208.12
Available before april cheques			£ 62,221.67
Cheques to be signed on 21/5/18			
	Salary Cheques	£ 1,777.44	
	Peter Rogers Reimburse	£ 212.81	Play Park maintenance/ phone
	NEST	£ 97.84	
	ALCA	£ 36.00	Local councils explained
	ALCA	£ 35.00	Playground Seminar
	ALCA	£ 40.00	GDRP briefing
	Jenny Bush Reimburse	£ 363.06	Railway sleeper & plants
	Jenny Bush Reimburse	£ 178.43	planters, plants
	Jenny Bush Reimburse	£ 174.25	Station Park Questionnaire
	Primrose Garden Maintenance	£ 731.34	April & May grass cutting
	Clutton Horticultural Society	£ 250.00	Clutton Flower Show
	Clutton With Cameley PCC	£ 1,000.00	1st Instalment
	Water 2 business	£ 18.25	dd
			£ 4,914.42
Balance at bank after April cheques			£ 57,307.25
less ringfenced			
	Legal Fees	1600.00	
	Bins	800.00	
	Led lights	12088.00	
			£ 14,488.00
			£42,819.25
Outstanding debtors		£ -	
Outstanding creditors			
	Community Payback	£ 360.00	
			£ 360.00
			£42,459.25

86/18 An annual increase in the Clerks Salary was approved in line with the pay scale recommended by NALC (SCP 29), and additional hours to work on CILCA qualification was approved as work on Station Park Committee meetings was taking up time normally spent on CILCA.

Highways, Rights of Way & Infrastructure

87/18 There was no progress to report on the Maynard Terrace / Clutton Hill Junction except that CURO were trying to back out of implementing temporary traffic lights which they had agreed to install in response to safety concerns.

It was reported that the speed of Wagons through the village was now of concern in addition to wagons arriving and departed outside of their allotted times.

It was suggested that there should be parking restrictions at the top of Cooks Hill on the Junction of the A37 as vehicles parked close to the junction made it very dangerous, although it was pointed out a scheme should take into account the whole of Cooks Hill/Station Road and addressing issues individually could be counterproductive.

IM

Parks & Open Spaces

88/18 The Clutton Station Park Sub-committee had met on the 19th April, 3rd May and 17th May and the minutes were circulated and accepted. It was reported that the

village consultation was due to close on the 31st May and the questionnaire had been distributed widely across the village – door to door and through various village groups. From the results, priorities would be ranked and indicative costs would be collated. The site plan had been carried out and it was agreed that a ground investigations survey would go ahead as this could effect the placing of proposed facilities.

Cllr G Williams left the meeting.

- 89/18 It was reported that B&NES were intending to dismantle Burchill close playground and have offered to sell the Parish Council the land as an empty space for £1. It was agreed that the Parish Council should purchase the land and if possible purchase it at the same time as Station Park to reduce conveyancing costs, however that this should be kept separately from Station Park and if possible kept as a play facility for the families of Burchill Close. The play equipment would be inspected to see if it is still safe to use, and if so B&NES would be requested to leave the equipment in place.
B&NES have also offered to sell the Village Green for £1 and it was agreed that the Parish Council would be keen to acquire this.

Correspondence

- 90/18a Communication had been received that the Venus Lane Play Area Inspection would take place in June. It was agreed that they should be asked to inspect the Burchill Close play area too. Clerk
- 90/18b It was agreed that Jenny Bush would be nominated as our Silent Hero for the Chelwood Bridge Rotary Club Community Awards. TP
- 90/18c A letter had been received from a resident thanking the Village Operative for his hard work. The letter had been passed onto the Village Operative.
- 90/18d A new phase of consultation in B&NES' review of the electoral Ward Boundaries was now open until the 11th June.
- 90/18e A resident reported that they had contacted B&NES about Fly tipping on King Lane and Cuckoo Lane. There was also a large amount of broken glass on the path under the bridge on King Lane which would be reported to B&NES as it was a danger to people and dogs walking there.
- 90/18f The Youth reparation Scheme had contacted the Chair looking for sites in the Chew Valley, who had offered work in Station Park, cutting back brambles and litter picking.
- 91/18 The Ward Councillor reported that the council reorganisation was ongoing and now more streamlined with a reduced number of divisional directors. The Libraries project had resulted in 5 additional community libraries including Bishop Sutton, Timsbury, Chew Valley School, Peasedown St John and Whichurch Village. It was also reported that Paulton would be asking neighbouring parishes for a contribution to costs, as the library was used by neighbouring residents. No formal request had been made.
- 92/18 The allotment holders would be meeting informally to put together ideas for a proposal for the available S106 fund.

- 93/18 A report from the Village Operative was received. In addition to normal litter picking and street sweeping duties the Village Operative had reseeded the goal mouths behind the village hall, fixed the self close mechanism on a gate, cleared two drains in Broomhill Lane, repaired broken fence panel by the Cabin, built a new shelving unit for phone kiosk, attended a play park safety course, repaired three broken glass panes in kiosk door, Cut the grass on the village green in preparation for the plant sale, and moved the football goals on the playing field. Priorities for this month would include, Cutting back grass verges on pavements, remove weeds following weed spraying by B&NES, cut back nettles in the play park, cutback vegetation in Village Car park and repair the wall, audit the finger posts, and look at area at back of play park to reinstate it back into the park. Clerk
- 94/18 The Clerk reported that BANES would be spraying the weeds through the village on Sunday 27th May.

Communication Stats: 178 Facebook Likes, 129 newsletter subscribers
Website: 231Sessions, 172 unique users, 258 Pageviews

Close: The meeting ended at 9.10pm