

Bathampton Parish Council

**Minutes of the Meeting held on 15th November 2018
in the Village Hall, Bathampton**

Present: Cllrs S. Andrews (SA), G. Ardrey (GA), J. Bird (JB), J. King (JK) and D. Mayo (DM).
District Councillors A. Millar and G. Ward also attended.

Cllr King took the chair in the absence of Cllr Brennan.

1. Apologies:

These were received from Cllrs M. Brennan (MB) and J. Helps (JH).

2. Declarations of Interest:

There were none.

3. Handover between Clerks

The Clerks reported on progress with the handover to date and some IT issues that were being resolved. Cllr Mayo agreed to look into options for remote file storage and sharing for the Council.

DM

4. Minutes of the Last Meeting

The Minutes of the meeting held on 18th October 2018 had been circulated. Cllr Andrews, seconded by the Cllr Ardrey, proposed that the Minutes be accepted. Carried unanimously.

5. Matters Arising

a) Community Empowerment Grant (CEG)

DM

Noting this funding needed to be used as soon as possible, the Council asked how it might help Cllr Mayo? It was suggested one Cllr Mayo's team might be able to place the order for the tools as agreed. Cllr Mayo undertook to ensure the grant was spent as soon as possible.

To note: the documentation for monitoring CEG expenditure has been received and is due for submission by 31st January 2019

b) Grass cutting

Clerk

The incoming Clerk explained that Cllr Helps wanted to use B&NES to cut the playing field grass and Iverde to cut the allotment paths as this was the cheapest combination. This was approved and the Clerk asked to confirm the orders with B&NES and Iverde.

Done

The meeting noted it would still mean an increase in overall cost in 2019 and this should be reflected in the 2019 budget proposal.

Clerk

The incoming Clerk was asked to check on invoices received from Iverde to ensure all payments were up to date.

Clerk

c) Swings

Clerk

The incoming Clerk reported on the need to repair the swings, as identified during the annual safety inspection, at a total cost of £319

Done

excluding VAT. This was approved and the Clerk asked to confirm the order.

d) Overhanging hedge at 7 The Chestertons.

The outgoing Clerk confirmed he had written to the occupier of 7, The Chestertons concerning the overhanging hedge but not received a reply. Some Cllrs were unsure there was a problem with overgrowing shrubs around 7 The Chestertons but agreed there was concern about a shrub or hedge obscuring the pavement at the rear of the Chestertons beside the Warminster Rd. Cllr Ardrey agreed to look at both sites and report back to the Clerk.

To note: the Handyman has agreed to cut back the shrub overhanging the footpath at the rear of number 7.

e) Congestion at near the Down Lane junction with the Warminster Rd.

There was a short discussion about whether this was an issue arising from parked vehicles near the junction or part of the more general issue of on street parking throughout the village. It was agreed to leave this for the immediate future and include parking in the highway review.

GA
Done

6. Finance

a) Financial report for October 2018

This had been circulated previously. Cllr Bird, seconded by the Cllr Andrews, proposed that the Minutes be accepted. Carried unanimously.

b) Expenditure report for November 2018

The outgoing Clerk reported that PKF – Little john LLP had completed the external audit. The payment of £200 + VAT was approved. The incoming Clerk apologized for not tabling the expenditure report.

The following payment was also approved subject to receipt of an invoice - £25 for leaflets delivered to residents advising them of the B&NES consultation meeting, scheduled for 17th November, on the proposed Clean Air Zone.

Following a short discussion, it was agreed to include an allowance in the 2019/20 budget proposal for undertaking a traffic count to monitor the impact of the proposed Clean Air Zone if introduced.

Clerk

c) Clerk's report

CIL grant

The outgoing Clerk confirmed that the CIL funding was for 3 equal installments.

19 Down Lane

The outgoing Clerk reported that the solicitor acting on behalf of the resident of 19 Down Lane had requested a site meeting. It was noted that this request had been left with Cllr Brennan to respond to and to make arrangements for a meeting.

CPRE

The Council had been invited to a CPRE meeting on 24th November 2018.

Plum trees by allotments

On behalf of the Parish Council the outgoing Clerk had written to all the residents of properties adjacent to the footpath running along-side the allotments. Residents had been asked to trim back the plum trees which overhung the footpath and shaded parts of some the adjacent allotments. Closer inspection suggested the fence had been installed around and through the trees when they were younger.

In response, the Council had received one letter from a resident who had planted the trees originally and objected strongly to the trees being cutback. The resident was agreeable to some trimming of the trees on the allotment side.

It was agreed that any or all of Cllrs Brennan, Helps and King would arrange to meet with the resident concerned.

**MB / JH /
LK**

Joint Spatial Awareness Plan

A letter about the Joint Spatial Awareness Plan for the West of England had been received. It referred to obtaining additional evidence for the consultation and the planning inspectors liaising with local councils. The incoming Clerk was asked to review the documentation to see if there was anything relevant to, or which might impact on Bathampton.

Clerk

7. Proposed Clean Air Zone CAZ)

Cllr King outlined the discussion she and Cllr Brennan had held with representatives of B&NES on Saturday 10th November 2018 about the CAZ and its potential impact on Bathampton. Cllrs King and Brennan had questioned the methodology which concluded a +/- 10 increase in the volume of traffic; voiced residents' anxiety about increased use of Bathampton with its river crossing as a rat-run; and other issues as raised by residents and businesses. They had also raised concerns about a possible increase in HGV traffic on the A36 as an unintended consequence. The B&NES officers had shown increased understanding of the concerns of residents as the meeting progressed.

B&NES had charged Bathampton with coming up with its solution to any possible adverse implications of the introduction of the CAZ. There were various options such as including part or all of Bathampton in the CAZ.

In conclusion December Cllr King reminded councilors that there was a drop-in session at the village hall between 15:00 – 17:00 on Saturday 17th 2018.

During the discussion the following points were made.

- Surprise at the apparent lack of a response from the business community.

- Any increase in traffic through the village would penalize Bathampton by adversely affecting air quality.
- Members of the council had differing opinions about the proposed CAZ.
- Was there any alternative to the CAZ? There was a general consensus in favour of the principle, but against the plan as currently proposed.
- It was important to get feedback from residents to inform the council’s official response.
- The council had to respond. Cllrs Brennan’s first draft was good but did not give the council’s preferred option.
- Whilst the council’s view should carry influence with B&NES it was equally important that individual households responded.

It was agreed that Cllr King would:

- see if she could get any feedback from the Batheaston meeting;
- draft a “things to think about” prompter for handing out at the meeting on 17th. This would include various options for including part or all of Bathampton in the CAZ;
- draft a response slip for those who intended the consultation meeting on 17th. This would include asking for an email address.; and,
- revise the draft response from the council in light of the discussion noted above and feedback from residents including responses from the meeting and feedback sent to the website.

**LK/
Clerk
Done**

To note: the Council’s agreed response was delivered to B&NES on Monday 26th November. It has since been posted on the website.

8. Ongoing items

a) 19 Down Lane

It was agreed to wait until Cllr Brennan’s return to meet with the solicitor representing the resident at 19, Down Lane.
See also 6(c) – Clerk’s report.

b) Maintenance of street lights

The outgoing clerk reported that SSE had been asked for an estimate and had not yet responded. The incoming clerk was asked to follow this up.

Clerk

To note: the estimates have been received – agenda item for next meeting.

c) Avon Wildlife, the Meadows and Cycle Track

The meeting noted that work on the crack willows was due to begin. Cllr Andrews confirmed that as emergency vehicles no longer required access through the broken gate any repairs or replacement would convert the gateway into cycle and pedestrian access only.

Highway review

Cllr Andrews sought clarification of what was needed. It was agreed that there various factors to consider e.g., the proposed CAZ, Safer

Routes to School actions and proposals, in addition to issues around parking, congestion hot spots, blind spots and so forth.

It was agreed that Cllrs King, Andrews and BIRD would meet in the new year to clarify what the review should cover and how it might be done.

**SA / JB/
LK**

d) Illegal encampments

Dry Arch – Cllr Ardrey agreed to see if any progress had been made.

**GA
Done**

To note: Cllr Ardrey reported that the site shows no sign of activity with any 'buildings' and vehicles apparently left to deteriorate in situ.

It was noted the encampment on the towpath near the school had gone.

SA reported he was waiting for a response from the Canal & River Trust (CR&T) concerning the ownership and use of the land adjacent to the canal near Grosvernor Place on the western boundary. He confirmed that the blue box on the edge of the Holburne Park development had been dismantled.

9. CIL Grant Expenditure

It was reported that Cllrs BIRD and King were going on a course to find out what this funding may be for.

10. Network Rail

LK reported that she had yet to follow up the ongoing resident's concerns about the heavy vehicle traffic in the village associated with Network Rail and around Tynning Road. More resident feedback had been received recently. She needed to liaise with the Safer Routes to School team and others. The Clerk was asked to advise anyone who contacted the Council about this that she was "on the case".

**LK/
Clerk**

11. Report from Parishes Liaison Meeting

Cllr Ardrey's report on this meeting had been circulated previously. There were no questions.

12. Group reports

a) Planning & Conservation

The report had been circulated.

The PC's response to the Conker Crossing application (18/04393/FUL) had been submitted to, but not been recorded as being received by B&NES. This had come to light because the PC's response did not appear on the B&NES website. The response had been resent to the departmental address and to the relevant officer.

Cllr King reported there was a meeting with the planning case officer for the Conker Crossing on 20th November 2018.

Cllr Ardrey reported there was a for sale sign in the shop. It was unclear how this affected the recent application for an extension and other changes to the building. (Application 18/03638/FUL)

There was a short discussion about the application for tree works at Osborne House (18/04644/TCA). Cllr Ardrey agreed to check how the state of the trees mentioned in the application.

**GA
Done**

Cllr Ardrey will attend the BPT Environs of Bath Sub-Committee meeting on 20th November 2018 and report as appropriate.

**GA
Done**

b) Highways

Cll Andrews reported that parking near the school appeared to be less as a consequence of more double yellow lines in the area and the school staff putting out yellow no-parking cones.

It was noted that the single yellow lines along Holcombe Lane needed re-applying.

A resident had asked about installing a mirror to enhance visibility at certain junctions. The council agreed there were potential issues about liability and Cllr Andrews agreed to respond to the resident concerned.

SA

It was unclear whether or not the roads had been swept on 24th October as promised by B&NES because of further leaf falls. It was agreed to come back to this when all the leaves were down.

c) Footpaths

Cllr Mayo reported he had met with the now disbanded Footpath Associations Group. They have £1,100 (approx.) in funds and in the region of 500 books to sell. One suggestion from the group for using the funds was to erect a board in the Jubilee Gardens showing the local footpaths.

There was a consensus that this was a good suggestion and ideally it would be done in liaison with B&NES's Bath Scape programme but this might impose undue delays.

It was agreed that as a courtesy Cllr Andrews would check there were no objections from the CR&T and Cllr Mayo would liaise with the disbanded footpaths group.

**SA
DM**

d) Leisure & Amenities

Allotment edges and general upkeep

The outgoing Clerk reported that Cllr Helps had asked for letter to go to allotment holders asking them to tidy up the edges of their allotments, mark corners etc. This had not been sent out. The notification of the rent due for 2020 and renewal confirmations were due to go out soon. It was agreed to combine the communications into one.

Clerk

Overhanging trees

Covered under 6(c.) - Clerk's Report

- e) Communications, Social Media & the Website
Nothing to report
- f) Policy & Finance.
Nothing to report.

13. Open Forum

- a) Cllr Ardrey asked about the quarterly review of the accounts. It was confirmed this is due in January once December's transactions are recorded.
- b) The Bath Avon Forum meeting was noted.
- c) CR&T User group meeting. Cllr King will forward the invitation to the Council. Cllr Andrews may attend.
- d) Bath Preservation Trust membership cards. The Clerk with keep these for use as required.

LK
SA
Clerk

14. It was the last meeting for the outgoing Clerk, Mr D Smith.

On behalf of the Parish Council and the village's residents Cllr King thanked Mr Smith for his long and effective service as Clerk to the Council for over 22 years. His experience and knowledge would be missed.

15. Date of Next Meeting

Thursday 13th December 2018, 7:30pm in the Village Hall

There being no further business the meeting closed at 9:18

Signed:
Chair

Date: 13th December 2019