

## Bathampton Parish Council

### Minutes of the Meeting held on 17<sup>th</sup>., May, 2018 in the Village Hall, Bathampton

Present: Cllrs. L.King, J.Bird., J.Helps, and D.Mayo.

Also District Councillors M.Veal and G.Ward.

1. **Apologies:** These were received from Cllrs. M. Brennan, G.Ardrey and S.Andrews.  
Also from District Councillor A.Millar.

In the absence of the Chairman, the Vice-chairman, Cllr. L.King took the chair.

2. **Election of Chairman:** The Vice-Chairman asked for nominations for the post of Chairman for the coming year. Cllr. Brennan was proposed by Cllr. King and seconded by Cllr.Bird. There were no other nominations and there was a unanimous vote.

3. **Election of Vice-chairman:** The Clerk asked for nominations for the post of Vice-chairman for the coming year. Cllr. J.Helps, seconded by Cllr. J.Bird, proposed Cllr. King for this post. There were no other nominations and there was a unanimous vote.

- 4 **Declarations of Interest:** There were none.

5. **Minutes of the Last Meeting**

The Minutes of the meeting held on 19<sup>th</sup>.,April, 2018 had been circulated. Cllr Helps, seconded by the Cllr. Bird, proposed that the Minutes, be accepted. Carried unanimously.

6. **Matters Arising**

The Clerk reported that he had produced a draft job description for the Handyman but had not yet managed to speak to him about it.

CLERK

The Clerk had spoken to the department of S.S.E.who we have a maintenance contract with for our street lights. He had explained that we cannot afford the cost of upgrading the lights to L.E.D's and was concerned about the contract which seemed to be out-of-date. The answer was that he offered to come and talk to the Parish Council. It was agreed to ask him to come along prior to the June meeting.

CLERK

In response to our request to Cllr. Mayo to get the new footpath across the Meadows put on the Definitive Map, he said that normally a path needs to be in use for 20 years before it can be added. He was asked to enquire if one can be added early.

D.M.

Cllr. Helps asked the Clerk if he had heard when the replacement swing seat was to be fitted by G.B.Sport and Leisure Ltd. He replied that we had received an invoice for it and assumed it had been fitted.

Cllr.Helps said that several allotment tenants were complaining that the grass paths had not been cut and it was getting very long. She reported that she was having great difficulty in tying Idverde Ltd. down to a specific time or schedule.

Cont'd.....

## **6. Matters Arising(Cont'd.)**

Cllr. Helps said that she had spoken to the Handyman and he will be starting to renovate the noticeboards.

## **7. Finance**

### **a) Approval of the Annual Governance Statement for 2017 to 2018**

Blank copies of the Annual Governance Statement had been circulated. The Clerk took the Councillors one by one through each statement. The answer to each one was "Yes". Accordingly, Cllr. King proposed that the Statement be approved. This was seconded by Cllr. Helps and carried unanimously.

### **b) Approval of the Annual Accounts Statement, 2017 to 2018**

Copies of the completed Annual Accounts Statement had been circulated as well as the Bank Reconciliation, the explanation of Variances and the Receipts and Payments summary. Cllr. Helps, proposed that the Statement be approved. This was seconded by Cllr. Mayo and carried unanimously. The Chairman and Clerk then signed the statement signifying approval.

### **c) Approval of the Financial report for April,2018**

The report had been circulated. It was proposed for approval by Cllr.King and seconded by Cllr. Mayo. Carried unanimously.

### **d) Approval of Expenditure for May,2018**

The Clerk reported that five invoices had been received this month as follows:-

N.A.L.C.	Subscription to L.C.R. Magazine	£ 17.00
Bathampton Village Hall	Hire of Rooms,2018-19	£ 128.70
G.B.Sport & Leisure Ltd.	Supply & Install goal posts	£ 949.50(+VAT)
G.B.Sport & Leisure Ltd.	Supply & Install Cradle swing	£ 234.50(+VAT)
Mr. M.K.Crockett	Internal Audit Fee	£ 185.00

In addition Zurich Insurance quoted last month for various options concerning our annual insurance. Our 3 year agreement has ended and the new premium quoted is £722. By having a new 3 year agreement this would reduce to £668.83 or to £645.40 for a 5 year agreement. The Clerk had been asked to get alternative quotes but this could not be done in the time allowable. However, the Clerk referred to the premiums charged between 2012-14 by Came and Company who are specialist local council insurers. These were all between £840 and £880 per annum. After some discussion it was agreed to go for the 5 year agreement with Zurich.

Cllr. Helps said that the cradle swing had not been installed and we should not pay that invoice. The Chairman proposed that the insurance and the other four invoices should be paid. This was seconded by Cllr.Bird and carried unanimously.

**CLERK**

### **e) Approval of Pay Increases for the Clerk and Handyman**

The Clerk had circulated a paper showing details of the recent pay award of 2% backdated to 1<sup>st</sup> April,2018 for the Clerk and the Handyman. It had previously been agreed that their pay would increase with the Local Government Pay Awards. Thus, Cllr. Bird, seconded by the Chairman, proposed that these pay awards would be implemented and back dated to 1<sup>st</sup>.April,2018.

**CLERK**

### **f) Clerk's Report**

The Clerk confirmed that he had heard from A.L.C.A. that we do not need to appoint a Data protection Officer.

Cont'd.....

**f) Clerk's Report(Cont'd.)**

The Clerk said that he had received a letter of thanks from the Maxi Lunch Club for the grant.

He also reported that the Local Government Boundary Commission is asking for more views on the re-arrangement of the ward boundaries in Bath.

**8) On Going Items****a) Clean Air Zone and Congestion Charge**

Bath & N.E.S.Council are proposing to include the Cleveland Bridge and the London Road in the area. This would make it impossible for residents of Bathampton to access the motorway network without incurring a charge. It is at the very early stages of consultation and we will be making our own representation.

**ALL****b) Damage to Planted Saplings**

The residents of 62 Warminster Road have complained that saplings which they had planted alongside footpath BA1/9(running between nos.62 & 63) had been cut down and destroyed by our footpath volunteers. It was agreed that we would formulate a reply, once we had ascertained all the facts including getting a map from the Land Registry to show the property boundaries.

**ALL****c) Proposed Conversion of Street Lights to L.E.D.s**

Covered under Matters Arising.

**d) Village Shop**

There was no further news as no planning application for change of use has been submitted. It is possible that we might be able to register the shop as a community asset.

**e) 19 Down Lane**

There is no change as the major building work is continuing.

**f) Avon Wildlife Meeting**

The Chairman said that she had attended a meeting at which Avon Wildlife Trust had said that they would like to manage the whole of the meadows area. The National Trust are interested in being involved but this would depend on a decision at the National Board. There would be more talks involving B.& N.E.S.Council, the N.T. and Avon Wildlife Trust. If this went ahead, then the land would be declared "Inalienable", which means that it could not be developed without an act of parliament.

**9. Group Reports****a) Planning & Conservation Group.**

The report had been circulated.

The proposed extensions at Langdale, Bathampton Lane may be objected to by the residents of Kennet Park. The Chairman is investigating further before making a response.

**L.K.**

An application has been received for converting barns at New Leaf farm into 3 dwellings. The Chairman said that it might be "permitted use" as opposed to a "change of use". She would clarify the situation.

**L.K.**

It had been noted that a caravan has been parked close to the Dry Arch. This might be an enforcement case.

Another enforcement case is the Network Rail site in Tynning Road. They should not be using it and enforcement action is expected

**9. Group Reports(Cont'd.)****b) Highways Group**

A brief report had been circulated.

Pot holes have been noted and reported in Mill Lane, Bathampton Lane and the High Street.

The footpath on the north side of the Warminster Road is overgrown. It has been reported to Highways England but they say it is the responsibility of the landowner.

Cllr. Helps mentioned the overgrowth at 27 Devonshire Road which prevents drivers turning out of Devonshire Road into Down Lane having a clear view of traffic coming down Down Lane. She had asked the Handyman to look at it but it is beyond his capability and would be dangerous with the passing traffic. It needs to be attended to by B. & N.E.S.Council highways department.

J.H.

**c) Footpaths**

The first cut of the overgrowth along the footpaths is now ongoing.

**d) Leisure & Amenities Group**

The report had been circulated.

The non delivery of the cradle swing has already been dealt with.

CLERK

The only other problem is the grass cutting of the playing field and the allotment paths. We have had several complaints from allotment tenants about the long grass on the paths. The contact at the Idverde Ltd. Is very non-communicative and it is proving very difficult to get any information as to when cutting will take place. We will continue to pester Idverde until we get some idea of a schedule from them.

J.H./CLERK

**e) Communications**

There was nothing to report.

**f) Policy & Finance**

There was nothing to report.

**10.. Open Forum**

Cllr. Bird said that she was very concerned about cars parking at the top of Down Lane which makes the junction with Warminster Road dangerous for vehicles trying to manoeuvre around them to get onto the Warminster Road.

Cllr. Mayo said that he was willing to give training to councillors on the use of the Parish OnLine.

The Leylandii trees were mentioned as a resident had paid to have some removed (with Mrs. Vivian's agreement). The remainder are still there!

All group leaders were reminded to have their scripts ready for the Annual Parish meeting on 30<sup>th</sup>.,May and to send a copy to the Clerk.

It was suggested that a parting gift should be presented to Denys Clarke following his retirement from being our Planning Consultant. The Chairman proposed that a gift token to the value of £50 should be purchased. This was seconded by Cllr. Helps and carried unanimously. It was further agreed to present it to him at the Annual Parish meeting if he is present.

**11. Date of Next Meeting**

Thursday, 21<sup>st</sup>.,June, 2018  
at 7.30p.m. in the Village Hall

There being no further business, the meeting concluded at 9.50 pm.

Signed.....21<sup>st</sup>.,June, 2018