

Bathampton Parish Council

**Minutes of the Meeting held on 13th December 2018
in the Village Hall, Bathampton**

Present: Cllrs M. Brennan (MB) (Chair), G. Ardrey (GA), J. Bird (JB), J. King (JK) and.

1. Apologies

These were received from Cllrs S. Andrews (SA), J. Helps (JH), and D. Mayo (DM).

2. Declarations of Interest

There were none.

3. Minutes of the Last Meeting

The Minutes of the meeting held on 15th November 2018 had been circulated.

19 Down Lane - minute 6 (.c) refers

Cllr Brennan asked for a correction to the minutes. Details of her availability had been forwarded via the Clerk, but a response had not been received.

Subject to the correction above the minutes were unanimously approved and adopted.

It was agreed to start a list of actions carried forward from previous meetings.

**Clerk
Done**

4. Matters Arising not covered elsewhere on the agenda

a) Community Empowerment Grant (CEG)

In the absence of Cllr Mayo there was no update on whether this funding had been spent. The meeting noted that the documentation for monitoring CEG expenditure had been received and was due for submission by 31st January 2019.

The Clerk had contacted Mr Fear about completing the documentation concerning the funding for the meadows and would liaise with him directly.

**Clerk
Done**

b) Grass cutting

The Clerk confirmed that B&NES and *id verde* had been contacted. B&NES had confirmed they would cut the playing field. *Id verde* had yet to respond about the allotments and outstanding invoices, but they had been chased.

To note: Id verde have since responded accepting the contract and undertaking to follow up on outstanding invoices.

c) Swings

The Clerk confirmed the order for the swing repairs had been placed with the work due to take place during the week-beginning 17th December 2018.

d) Overhanging hedge at 7 The Chestertons

The Clerk confirmed the handyman had been asked to cut back the overhanging shrub and had completed the work.

e) West of England Joint Spatial Plan

The Clerk reported that research into the JPS suggested there were no immediate implications for Bathampton.

f) Clean Air Zone Consultation

Cllr King reported there had been good attendance at the consultation meeting on 17th November. There were mixed expectations amongst attendees with some expecting a presentation and others drop-in sessions. B&NES officers had placed a lot of stress on the modelling and subsequent verification, with residents keen to explain their skepticism about the modeling assumptions.

The meeting had revealed the dilemma for residents between what was best for them/their family and what was best for Bathampton, and the multiple factors that were involved, e.g., where they lived, the age of vehicle(s), reliance on public transport, etc.

The meeting noted that B&NES's consideration of the business case had been delayed until 2019 and agreed it was important to keep residents informed and to encourage them to keep responding to B&NES when appropriate.

It was also agreed that the Parish Council needed to be ready to respond promptly as the plans for the CAZ evolved. In support of this the Clerk was asked to draft a letter to go to B&NES on behalf of Cllr Brennan requesting access to the data from the traffic volume and pollution monitors located in Bathampton.

**Clerk /
MB
Done**

It was also agreed to analyse the responses from the website and the November meeting to see if there was any consensus of opinion amongst the residents. This was deferred until 2019.

The chair advised she had a hard copy response to the CAZ proposal which she would forward to the Clerk.

**MB
Done**

g) C.I.L funding expenditure

Cllrs BIRD and King had attended a training day on what CIL funding should be spent on. The key points were as follows -

- CIL funding does not entirely replace Section 106 agreements.
- Developers are responsible for distributing CIL funding.

- CIL funding is partly determined on the sq meterage of agreed final layouts but there were caps depending e.g., on the number of houses in the parish and some parameters had yet to be clarified.
- CIL applied only to developments over a certain size and self-builds were excluded.
- Funding came in three instalments which were, approximately, at the start of a project, 12 months from the start and a final payment after an additional 6 months, ie 18 months after the development work starts.
- The amount granted was in the region of 15% of the value of the development. If the parish has a Neighbourhood Plan the funding is nearer to 25%.
- The funds could be spent on anything that is related to the "... provision, improvement, replacement, operation or maintenance of the infrastructure ..." or "... anything else concerned with addressing the demands on the parish of the development".
- Expenditure of CIL funding has to be properly accounted for.

The Clerk was asked to contact the trainer/speaker and ask for the presentation slides.

**Clerk
Done**

It was confirmed that Bathampton could expect just over £9,000 in total in relation to the Warminster Rd. development.

5. Actions carried forward excluding ongoing items

<u>Action</u>	<u>Timescale & original minute</u>	
a) Remote file storage.	15.11.18, minute 4	DM
b) 2019/20 budget. —Additional grass cutting cost. —Allowance for traffic census/monitoring	Agenda item 17.01.19 —15.11.18, minute 5(b) —15.11.18, minute 6(b) —	Clerk
c) Analyse CAZ responses from residents	Early 2019. 13.12.18, Minute 4(f)	Clerk & TBA
d) Community Empowerment monitoring.	Agenda item 17.01.19 —Due 31.01.19	Clerk
e) Plum trees by allotments Nominated cllrs to meet with concerned resident(s).	Early 2019 15.11.18, minute 6(.c)	MB/JH/LK
f) Highway review.	Early 2019 15.11.18 8 (d)	SA/JB/LK
g) Respond to resident’s enquiry about mirrors at road junctions.	15.11.18, minute 12(b).	SA

6. Finance

a) Financial report for November 2018

This had been circulated previously. This was unanimously approved and adopted. It was signed by the Chair.

b) Expenditure report for December 2018

The payment to SLCC Enterprises Ltd for the Clerk's Regional training day was approved.

c) Clerk's report

Contacts received through the website.

The Clerk explained that she had noted contacts from the website that had not otherwise been forwarded to Councillors for attention. It was agreed it was useful to have this information and the Clerk was asked to exercise judgement about the amount of information reported.

Cllr Bird agreed to forward speedwatch details to the Clerk.

JB Done

SLCC Regional Training Day

The Clerk reported that this had been a generally useful day, highlighting the sessions on GDPR and legal issues.

Work for the coming month

The note of upcoming work for Clerk for the forthcoming month was welcomed. The Council was reminded that most of the information held by the Clerk on behalf of the Council was exempt from the GDPR provisions, because e.g., it was retained as part of a contract. It was however agreed that it was worth verifying that the parish council was compliant.

7. Ongoing Items

a) 19 Down Lane

It was agreed that Cllrs Brennan and Bird would offer to meet with the resident of 19 Down Lane and her solicitor as early as possible in the new year. The Clerk would attend if Cllr BIRD was unable to make the meeting.

**Clerk
/MB/JB**

To note: Meeting provisionally arranged for 28th January 2019.

b) Avon Wildlife, the Meadows and Cycle Track

Cllr King confirmed she had reminded the Friends of Bathampton Meadows (FofBMR) to apply for a 2019/20 grant from the parish council.

She also reported that issues concerning safe non-vehicular access to the path had been referred back to B&NES because of the differing views of various user groups although they all agreed that the width could be reduced.

c) Highway review

Cllr King explained that the purpose of the review was to look at the needs of the village holistically to try and identify future issues taking into account factors such as parking, Safer Routes to School, the potential impact of the CAZ, the development of the builders' merchant's land, etc.

d) Illegal encampments

The meeting reviewed the current position regarding the now deserted encampment underneath the Dry Arches. It was agreed that the abandoned vehicles etc, which were hindering access to a bridleway, arguably constituted fly-tipping and so came under B&NES remit.

Cllr Ardrey agreed to follow this up with B&NES. It was also noted that the BathScape project might have a role in clearing the site because of the detrimental impact on some of the proposed walks.

GA
Done

Regarding the encampment on the western parish boundary between the canal and the railway, Cllr Andrews had reported that the land had been sold but to whom was unknown. It was agreed that Cllr Bird would forward the Clerk some maps search results enabling a search of the Land Registry.

JB
Done
Clerk
Agenda

e) Network Rail

Cllr King reported she been unable to progress this prior to the meeting. She needed to liaise with various groups and then contact Network Rail.

LK
Agenda

Cllr Ardrey reported that the replacement hedge had been planted.

8. Street Lights

Cllr Brennan summarized the current situation as follows. Bathampton Parish Council was responsible for 10 street lights. The lanterns (bulbs) were no longer being made and SSE had advised that the columns needed to be replaced with fittings suitable for the new LED lanterns. This would be an expensive project costing the council in the region of £6,000 excluding VAT. The cost would increase if the work had to be done in phases.

Of the 10 lights:

- three had been replaced by B&NES;
- in response to resident feedback the two lights on Chapel Row were being left as they are; and
- it had been agreed previously that the two lights on Dark Lane had to be done.

Of the remaining three lights:

- Cllr King agreed to check if the Light on St George's hill needed replacing or if the light from Warminster Rd was sufficient, at least in the interim.
- Confirmation was required as to whether or not the light in the park near 1, Holcombe Lane needed replacing as part of the first phase of an upgrading project.
- The most problematic light, which had already failed, was that on the footpath near 1, Devonshire Rd. The area was badly over grown and SSE would not undertake the work until the site was cleared. The landowner was understood to be a developer resident in the north of England, contact details unknown, and B&NES had declined to help because the overgrowth came from trees & shrubs planted on private property. The

LK
Agenda

JSH
Agenda

Council considered it was caught in the middle without the means to resolve the problem.

The Clerk was asked to contact B&NES and ask for a site meeting to identify and agree a way forward.

**Clerk
Done**

The meeting agreed that information concerning the three lights detailed above was required for the January meeting and that once the columns and lanterns had been replaced it could negotiate responsibility for the lights with B&NES.

The Clerk was asked to feedback to the resident who had reported an out of order light on Bathampton Lane & Devonshire Rd.

**Clerk
Done**

9. Group reports

a) Planning & Conservation

The report had been circulated. There were no questions.

The Clerk was asked to check if two of the parish council's recent responses to planning applications were available on the B&NES website.

**Clerk
Done**

Cllr Ardrey's comprehensive report on the BPT Environs of Bath Sub-Committee meeting had been circulated. There were no questions.

b) Highways

Nothing to report

c) Footpaths

Cllr Andrews had asked the CR&T about an information board in the Jubilee Gardens and whilst they agreed with the principle they had some restrictions.

It was agreed to ask Cllr Mayo to liaise directly with the CR&T and the disbanded footpaths group.

**DM
Agenda**

d) Leisure & Amenities

Overhanging plum trees near allotments

Carried forward to the next meeting when Cllr Helps would be present.

The Clerk reported she had a letter to go to allotment holders, drafted by Cllr Helps, asking them to tidy up the edges of their allotments. It had been agreed at the last meeting to defer sending this out until the charge for 2020 was agreed.

**Clerk
Done**

Some Cllrs recollected that Cllr Helps had offered to meet with allotment holders in the Village hall on a date in January 2019. The Clerk was asked to follow this up.

**Clerk
Done**

It was agreed to raise the allotment rents by 50 pence per lug from January 2020.

**Clerk
Done**

e) Communications, Social Media & the Website

Nothing to report

- f) Policy & Finance
Nothing to report.

The Clerk was asked to remind groups to submit their reports in good time for circulation by the Clerk prior to the meeting.

**~~Clerk~~
Done**

10. Open Forum

- a) Textile bank for Scope
The meeting could not identify a suitable, central site. It was agreed to suggest to the enquirer that they ask the George for a spot in the car park.
- b) Correspondence and press releases
The meeting asked the Clerk to use discretion when deciding what correspondence to forward and to focus on items with direct relevant to Bathampton.

**~~Clerk~~
Done**

11. Date of Next Meeting

Thursday 17th January 2019, 7:30pm in the Village Hall.

There being no further business the meeting closed at 9:15

Signed:
Chair

Date: 17th January 2019