

Minutes of the Meeting held on 16th May 2019

in the Village Hall, Bathampton

Present: Cllrs M. Brennan (MB) (Chair), S. Andrews (SA), G. Ardrey (GA), L. King (LK) D. Mayo (DM), A. Purpuri (AP) (from item 2109/33).

		Actions
		Actions struck through are complete
2019/29	Apologies: Received from Cllr J. Helps (JH) and Ward Cllr S Warren.	
2019/30	Election of Chair	
	The Chair asked for nominations for the post of Chair for the coming year. Cllr Brennan was proposed by Cllr King and seconded by Cllr Andrews. There were no other nominations and the vote was unanimous.	
2019/31	Election of Vice-Chair	
	The Chair proposed Cllr King for the for the post of Vice-Chair for the coming year. This was seconded by Cllr Ardrey. There were no other nominations and the vote was unanimous.	
2019/32	Declarations of interest.	
	There were none.	
2019/33	To consider co-options to Bathampton Parish Council	
	The Chair asked for nominations for co-options to the Council. Cllr Mayo nominated Mr A Pupuri. This was seconded by Cllr Ardrey and carried unanimously. It was noted that the other potentially interested resident had decided against putting themselves forward. The Clerk was asked to contact him and see if he was still happy to receive the newsletter and circulate it via the community's Facebook page on behalf of the council. <i>To note:</i> The resident is willing to do this.	Clerk
2019/34	To agree membership of working groups	
	It was agreed that the leads would remain as follows: Footpaths..... Cllr Mayo Highways..... Cllr Andrews Leisure & amenities..... Cllr Helps Planning Cllr King Policy & finance..... Cllr Brennan	
2019/35	Minutes of the previous meeting	
	The minutes of the meeting held on 18 th April 2019 had been circulated. With the correction to the name of Cllr King they were AGREED and APPROVED.	

2020/36 Review of actions carried forward from previous meetings		
	<p>a) <u>Clearing vacant allotment</u></p> <p>The Clerk had yet to liaise with the handyman about clearing the vacant allotment overshadowed by plum trees.</p>	Clerk
	<p>b) <u>Definitive map printing</u></p> <p>The clerk would bring estimates to the next meeting.</p>	Clerk
	<p>c) <u>Consultation on extending the yellow lines on Down Lane.</u></p> <p>Cllr Andrews would include this in his report for the Parish Meeting.</p>	SA
	<p>d) <u>Picnic Bench</u></p> <p>The Clerk had yet to liaise with the handyman.</p>	Clerk
	<p>e) <u>Maintenance of hedgerows</u></p> <p>The Clerk would liaise with the handyman once the work was completed.</p> <p>All other actions had been completed or were scheduled for later in the year.</p>	Clerk
2019/37 Finance		
	<p>a) <u>To approve the Annual Governance Statement 2018/19</u></p> <p>The Clerk took the meeting through the Annual Governance Statement which had been circulated previously. The meeting confirmed that the answer to each question was yes. Cllr Brennan asked if the council was happy to approve the Statement which was AGREED unanimously. The chair signed the Statement.</p>	
	<p>b) <u>To receive and approve the Annual Accounts for 2018/19</u></p> <p>A copy of the Annual Accounts Statement with the annual bank reconciliation and explanation of any variances had been circulated previously. During consideration of this document it was noted that the parish council's reserves had been kept at a high level in case of legal expenses incurred in relation to the proposals for a park & ride and a clean air zone.</p> <p>The meeting agreed that the statement of receipts and expenditure should more accurately reflect the distribution of the costs of grass cutting between the playing fields and the allotments. Subject to this change and rounding the figures to whole numbers, the Annual Accounts Statement was AGREED and APPROVED.</p>	Clerk
	<p>c) <u>Financial report for May 2019</u></p> <p>This had been circulated previously.</p> <p><u>Table 1.</u></p> <p>The Clerk confirmed that Church had received only half the grant allowed for during 2018/19 due to a misunderstanding on her part. It was AGREED that the outstanding amount, £500, should be paid to the church retrospectively and it should not impact on the grant for 2019/20.</p>	Clerk
	<p>It was also agreed that the Clerk should check the budget figures to ensure that VAT was treated consistently.</p>	Clerk

	<p><u>Table 2.</u></p> <p>The meeting NOTED the authorization by email of the payment to DigiPrint for producing the May newsletter following the unannounced closure of the B&NES printing service.</p> <p><u>Table 3.</u></p> <p>The payment to ALCA for the 2019/20 subscription was APPROVED.</p> <p>d) <u>Clerk's report</u></p> <p>The ongoing problems with electronic payments were discussed, including the need to resubmit payments which was possibly because of the link between the Community or current account and one of the business accounts. It was agreed that getting the link or sweep turned off may be the solution.</p> <p>The estimates for repairing the allotment boundary wall were considered and the disparity in prices quoted noted. It was AGREED that Cllr Mayo would see if the Cotswold Wardens would undertake the work for a donation and the Clerk would ask one of the suppliers for references and examples of previous work.</p> <p>It was agreed to post meeting agendas to the website.</p> <p>Contacts from the website concerning Neighbourhood Watch schemes and electronic vehicle charging points were noted.</p> <p>It was agreed that the Clerk should send an electronic version of the ledger to Cllr Ardrey without waiting to complete it.</p>	<p>DM</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>2019/38 Condition of the canal, towpath and surrounding areas.</p>		
	<p>The poor state of the canal towpath and surrounding areas was discussed. The concerns reported by local residents including some of the boat community, covered litter on and around the towpath; obstructions on the towpath; possible indications of illegal encampments near the canal; the poor state of the some of the boats; human waste; and, reports of anti-social behavior by a few canal residents.</p> <p>A meeting of stakeholders had been arranged for Monday 29th April 2019 for stakeholders, but Bathampton Parish Council had been unable to get details and had not participated. The Clerk had sought feedback from the new ward councilors but the local government elections on 2nd May had caused some temporary lapses in communication. Cllr Andrews had repeatedly reported the situation to the Canal & River Trust (CRT) asking them to take action, and Cllr Ardrey had reported the issue to the Bath Preservation Trust (BPT) through its Environs Meetings, but again with little or no response as a result.</p> <p>It was agreed that Cllr Andrews and Cllr Ardrey would continue to lobby the CRT and the BPT Environs Meetings respectively, and that the Clerk would respond to the letter on the state of the canal received by the Chair. The new ward councilors would be encouraged to come to meetings of the Parish Council and engage with this issue to ensure active involvement by B&NES.</p>	<p>SA</p> <p>GA</p> <p>Clerk</p>

2019/39 Ongoing Items		
	<p>a) <u>19 Down Lane.</u></p> <p>The meeting welcomed the progress made in acceding to the parish council's previous requests.</p>	
	<p>b) <u>Avon Wildlife, the Meadows and Cycle Track & Weir</u></p> <p>Because of the delayed circulation of the newsletter it was agreed to allow until the end of May for residents to feedback on the proposals for the gate. If no comments were received the Clerk was asked to contact Mr Fear and ask him to proceed.</p>	Clerk
2019/40 Group Reports		
	<p>a) <u>Planning & Conservation</u></p> <p>Application 19/01990/FUL. Cllr King reported on the feedback received from one member of the public who opposed this application, which had been reviewed earlier by the planning group. She added that members of the group would visit the site, discuss the resident's concerns and amend the response to B&NES if and as appropriate.</p> <p>There were signs of an illegal encampment in the woods behind Hantone Hill. The meeting agreed that this was on private land and the owner's responsibility.</p> <p>b) <u>Highways</u></p> <p>Cllr Andrews reported that resurfacing work on Bathampton Lane was scheduled.</p> <p>He also reported on the concerns of residents of Trossachs Drive about roadside parking which potentially hindered access by, e.g, emergency vehicles. Cllr Andrews had spoken with Paul Garrard of B&NES who advised that decisions about imposing additional parking restrictions were made once a year. If it was a safety issue, Bathampton Parish Council could ask B&NES to consider taking action at any time.</p> <p>It was agreed that Cllr Andrews would write to Mr Garrard, copying in the Clerk who would forward copies to the Ward Cllrs.</p> <p>The Clerk would contact the resident who had raised the issue to report on the action being taken.</p> <p>c) <u>Footpaths</u></p> <p>Cllr May reported that the first cut of some the footpaths was scheduled to take place within the next three weeks.</p> <p>Cllr Ardrey reported on the poor condition of one of the footpaths on the Chestertons which was slippery because of rotting vegetation. The Clerk was asked to see if the handyman could clear the path.</p> <p>d) <u>Leisure & Amenities</u></p> <p>Covered by the Clerk in her report.</p>	<p>SA Clerk</p> <p>Clerk</p> <p>Clerk</p>

	e) <u>Communications, Social Media & the Website.</u>	
	<p>Cllr Brennan reported on the problems with the May issue of the newsletter following the unexpected closure of B&NES printing service. She also noted the difficulties sometimes experienced in getting volunteers to deliver the newsletter. She had contacted the <i>LocalLook</i> who could allot Bathampton one page a month. The meeting considered this could be too much space to fill regularly.</p> <p>Other methods of communicating with the residents were considered, including producing a shorter newsletter or producing one less frequently, and social media. It was agreed this would be an agenda item for a subsequent meeting. It was also agreed to report on this at the Parish Meeting.</p>	Clerk MB
	f) <u>Policy & Finance.</u> Nothing additional to report	
2019/41	Open Forum	
	Arrangements for the Parish Meeting were confirmed. There were no other matters.	
2019/42	Date of Next Meeting. Thursday 20th June 2019, 7:30pm in the Village Hall.	

There being no further business the meeting closed at 9: 30

Signed:
Chair

Date: 20th June 2019