

Minutes of the Meeting held on 20th January 2022

Present: M. Brennan (MB) (Chair), L. King (LK) (Vice Chair), D. Beard (DB), J. Helps (JH), T. Purpuri (TP), G. Ardrey (GA) and Clerk L. Daly.

Two members of the public were in attendance. One member of the public was in attendance after expressing an interest in becoming a councillor. The other member of public had an interest in agenda Item 8.

		Actions Actions struck through are complete
2022/001	Welcome: The Chair welcomed everyone to the meeting.	
2022/002	Apologies: none	
2022/003	Declarations of interest	
	There were none.	
2022/004	Stopping Up Order	
	The Chair invited the member of public to speak who had attended the meeting regarding Agenda item 8. This was to discuss a proposed stopping up order application at Bathampton Lodge. The member of public who was the owner of Bathampton Lodge gave a brief overview to the council regarding the proposal. The Clerk had additionally circulated information and drawings for the proposed railings in advance of the meeting as forwarded to her by the owner. After a brief discussion it was unanimously agreed by councillors that they had no objections to the proposed stopping up order. The Clerk was authorised to send correspondence on behalf of the Parish Council to note their support once the owner had confirmed who the correspondence needed to be sent to and in what format. The member of public left the meeting.	Clerk
2022/005	Minutes of the previous meeting	
	The Minutes of the meeting held on the 16 th December 2021 had been circulated. The Minutes were AGREED and APPROVED and Signed by the Chair.	
2022/006	Review of actions carried forward from previous meetings	
	The actions carried forward were reviewed. Cllr Beard noted that on viewing the air quality monitor data it appeared to be self-explanatory and in view of this there was no need to find someone to analyse it on behalf of the Parish Council. The council agreed to remove this action. The Clerk noted that she had contacted Cllr Tom Davies to get confirmation that the section 106 condition had been retained on the Tynning meadows, Tynning Lane properties. She would update the council as and when further information on this is received.	

2022/007	Finance																																					
	a) <u>Financial Report for December 2021</u>																																					
	This had been circulated previously.																																					
	<u>Table 1</u>																																					
	The clerk referred to her report and noted a cash movement of -£1,181.01 during December. The Clerk highlighted costs for the playground signage, accumulated handyman expenses and membership fees for the SLCC and CPRE had been incurred during December.																																					
	<u>Table 2</u>																																					
	Transactions from the 1 st December up to the 31 st December were noted.																																					
	<u>Table 3</u>																																					
	<p>The Clerk referred to the items of expenditure requiring approval.</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>20.01.2022</td> <td>EDF</td> <td>Electricity Supply (01.10.21-31.12.2021)</td> <td>£57.00</td> <td>£3</td> <td>£59.85</td> </tr> <tr> <td>20.01.2022</td> <td>Clerks expenses</td> <td>Ionos</td> <td>16.00</td> <td>3.20</td> <td>£19.20</td> </tr> <tr> <td>20.01.2022</td> <td>Clerks expenses</td> <td>Stationary (binder, pens, stamps)</td> <td>13.90</td> <td>1.50</td> <td>£15.40</td> </tr> <tr> <td>20.01.2022</td> <td>BANES</td> <td>Playground Inspection (2020-21)</td> <td>337.04</td> <td>67.41</td> <td>£404.45</td> </tr> <tr> <td></td> <td></td> <td>Sub Total</td> <td></td> <td></td> <td>£498.90</td> </tr> </tbody> </table> <p>The expenditure totalling £498.90 and the clerk and handyman salaries totalling £970.62 were approved for payment.</p>	Date	Payee	Details	Net	VAT	Gross	20.01.2022	EDF	Electricity Supply (01.10.21-31.12.2021)	£57.00	£3	£59.85	20.01.2022	Clerks expenses	Ionos	16.00	3.20	£19.20	20.01.2022	Clerks expenses	Stationary (binder, pens, stamps)	13.90	1.50	£15.40	20.01.2022	BANES	Playground Inspection (2020-21)	337.04	67.41	£404.45			Sub Total			£498.90	
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	The above invoices were checked, the report was approved by the Council and signed by the Chair.																																					
	b) <u>Clerk's Report</u>																																					
	<p>The Clerk's Report covering everything from the previous meeting (16th December 2021) had been circulated prior to this meeting.</p> <p>The Clerk expressed her thanks to the council for approving her salary progression for 2022/23 to pay scale SCP17.</p> <p>The Clerk reported that Cllr Ardrey had completed the internal quarterly financial review for October to December 2021 and no queries had been raised.</p> <p>Cllr Purpuri and the Clerk agreed to revisit the playground project redesign plans received from suppliers to find out whether the playground project could be completed in a staged approach. It was however highlighted that spending the funds received would prove problematic when grants need to be match funded. The Clerk would additionally re-contact the National Lottery and look at other funding opportunities with them.</p> <p>The Clerk highlighted that the works to install new parallel bars was scheduled to take place w/c 17th February 2022. She would update the council once an exact date had been confirmed with the supplier.</p> <p>The Clerk reported that she had responded to the resident regarding the issue of weeds across Devonshire Road stating why BANES no longer spray the weeds. The council agreed that no further action was required.</p>																																					

	<p>The Clerk noted that she would circulate the email received from the Cotswold National Landscape after the meeting which acknowledged receipt of the donation made and expressing their thanks to the Parish Council.</p> <p>The Clerk reported that BANES had acknowledged receipt of her email asking for the Downside Close and Holcombe Lane corners to be included as part of the current Traffic Regulation Order (TRO) report. And that the junctions at Down Lane to Holcombe Lane and Holcombe Lane to Holcombe Close had been approved to proceed to public consultation as agreed by the council via email due to the BANES deadline for response predating the January Parish Council meeting.</p>	
2022/008	2022/23 Budget	
	<p>The Council agreed to increase the Precept requirements for 2022/23 from £23,000 to £26,000.</p> <p>Following a discussion, the Council approved the 2022/23 budget.</p> <p>Regarding the Memorial in the churchyard and in consideration of the Queen's forthcoming Jubilee, Cllr Beard offered to take photos of the Memorial and circulate to all councillors. A discussion could then take place during next month's Parish Council meeting.</p> <p>The Clerk agreed to contact the grant applicants to advise them of the outcome of their grant applications.</p>	Clerk
2022/009	Conker Crossing & Liveable Neighbourhoods	
	<p>Cllr King and Cllr Purpuri reported back on their meeting with the Bathampton Conker Crossing trustees to discuss next steps. It was noted that BANES have acknowledged there is an issue. Discussions regarding the bridge design, funding opportunities, and alternative solutions to the crossing with traffic management and Liveable Neighbourhood measures e.g., street furniture, bollards and pavements were on-going.</p> <p>It was reported that a request had been made to BANES to keep the temporary lights on the humpback bridge due to the time it would take to find and implement a suitable solution.</p> <p>It was finally noted that there would be an opportunity as part of the Liveable Neighbourhoods discussions to consider other possible TRO's for the village.</p>	
2022/010	Traffic Regulation Orders (TRO's)	
	As discussed under item 2022/007 and 2022/0009.	
2022/011	Ongoing Items	
	<p><u>Avon Wildlife, the Meadows, Cycle Track & Weir</u></p> <p>Cllr King referred to an email received from the National Trust (NT) inviting stakeholders to join an online meeting on the 26th January where they would provide an update on their plans and how they would like to work with the local community to create a long-term vision for Bathampton Meadows. The Clerk agreed to circulate the invitation to all councillors after the meeting.</p>	Clerk
	<p><u>Drainage on the A36</u></p> <p>Cllr Beard reported that following a meeting with BANES'S Chief Drainage Engineer, Simon Morrisey, works to dig out the ditches and to improve the drainage on the bridleway would be carried out during February.</p>	

	<p>Cllr Beard noted that he had additionally asked BANES to consider the bridleway surface, highlighting that loose surface on a gradient is not appropriate. Cllr Beard finally reported that drainage work would also take place on St George's Hill up as far as the pumping station.</p> <p>It was agreed to include a mention of the forthcoming works in the February Newsletter.</p> <p>Regarding the A36 drainage works originally scheduled for summer 2022, Cllr Beard agreed to follow this up and report back.</p>	DB
	<p><u>Climate Emergency</u></p> <p>Cllr Helps had circulated a report prior to the meeting. Regarding the Climate event, Cllr King noted that the Share & Repair Café were available to attend on Saturday 26th February or Saturday 26th March 2022. The Chair agreed to check the village hall calendar and report back to the council.</p> <p>Cllr Helps reported back on the charitable group 'More trees for BANES'. It was noted that it was a local project that includes tree rearing and planting based in Bathampton which could attract local volunteers. Cllr Helps agreed to provide wording for the February parish newsletter and the Chair would advertise the scheme with the Valley Parishes Alliance (VPA). It was suggested that the volunteer co-ordinator for the project could also be invited along to the climate event.</p> <p>Cllr Helps additionally agreed to include a small write up in the newsletter highlighting that the council were reviewing their village green spaces regarding bee friendly planting and would be discussing with Curo and the Holcombe Vale residents in due course.</p>	MB
2022/012	Group Reports	
	<p><u>Planning & Conservation</u></p> <p>Cllr King referred to her planning report circulated prior to the meeting.</p> <p>Cllr King reported that the planning permission for 44 Warminster Road (21/05109/FUL) had been refused on the grounds of cladding and oppressive appearance. Further to this it was reported that the removal of branches T2 to improve a view had been withdrawn from the application for tree works at the Abbey Rectory (21/05188/TPO) as per feedback provided by the council in response to the application.</p> <p>Cllr King referred to an application for Diamond Cottage, High Street (21/05686/FUL). The planning group proposed a no objection response for the building works but noting that as it's in a conservation area they would prefer the existing wooden windows to be refurbished or for any replacement windows to be timber conservation windows. The Council approved the suggested response.</p> <p><u>Highways</u></p> <p>It was reported by Cllr Purpuri that no speed watch activity had taken place due to a lack of volunteers. There was nothing further to report.</p> <p><u>Footpaths</u></p> <p>Cllr Beard reported back on the footpath registration process. It was highlighted that paperwork had been completed for the first path which would be submitted on 24th January. The clerk would sign the paperwork following the meeting. Paperwork to register a further two paths would be completed by Cllr Beard over the next couple of weeks.</p>	

Bathampton Parish Council

Minutes from 20.01.22

	<p>It was noted by Cllr Beard that good progress was being made to collate evidence forms for the remaining footpaths.</p> <p><u>Leisure & Amenities</u> There was nothing further to report.</p> <p><u>Policy & Finance</u> There was nothing further to report.</p> <p><u>BPC's Digital Presence</u> There was nothing further to report on BPC's digital presence.</p> <p>It was noted that the deadline for West of England Rural Network (WERN) village agents had been extended. The Clerk agreed to provide wording for the February newsletter.</p>	
2022/013	Bathampton Parish Council Newsletter	
	<p>The content for the newsletter and timings were agreed.</p> <p>Cllr Helps agreed to contact First Bus regarding the closeness in the bus service timetable for the number 11 and D1 buses, highlighting that a wider gap could help increase their usage. Cllr Helps agreed to include a write up for the newsletter.</p>	All JH
2022/014	Open Forum	
	<p>The Clerk would add an agenda item for March regarding the soil and leaf mound encroaching the North footpath on the A36 Warminster Road.</p> <p>The Clerk agreed to contact the owner of no 79 Holcombe Close to help understand what Highway England's (HE) concerns are and thereby delaying getting new fencing in place to prevent there being a large dangerous drop from the A36 pavement into the garden of number 79.</p> <p>Cllr Beard agreed to forward acknowledgement from Fixmystreet which he had received following a report being submitted regarding this issue.</p> <p>Cllr King referred to an email circulated by the Clerk and received from a concerned resident regarding possible Network rail (NR) activity. This follows a large metal fence being erected on the meadows adjacent to Tynings Road. Cllr Beard reported that NR had no knowledge of any additional work being undertaken but NR were investigating this further. Cllr Beard would update as and when further information is received.</p> <p>It was finally noted that someone had been spotted fly tipping into the Canal & River Trust compound bin which had been reported to BANES.</p> <p>The member of public in attendance noted that he was interested in becoming a councillor. The council agreed that the Clerk should add an item onto the February meeting agenda to co-opt a new member onto the Parish Council.</p>	Clerk Clerk DB DB Clerk
2022/015	Date of next meeting. Thursday 17th February 2022, 7:30pm.	
	There being no further business the meeting closed at 21.10 pm	

Signed:

Chair:

Date: