

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING
HELD IN WVCA HALL ON WEDNESDAY 1st FEBRUARY 2017**

Present: Cllrs: A Broad (Chairman), T Griffin (Vice-Chair), R Chandler, M Godwin, A Lampard, P O'Leary, V Perry, C Watson, Mrs S Dyer (Clerk) & Mrs M Watts (Clerk Assistant) & two members of the public.

2017/136 PUBLIC PARTICIPATION

It was reported that the Millennium clock is showing the wrong time on one side and that there is flooding along the footpath which runs from Sleep Lane to Bristol Road. A member of the public sought confirmation on the number of dwellings proposed for the Horseworld site, which is around 200.

2017/137 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Cllrs R Jenkins & M Dury, Mr Griffin gave an apology for Matt Donovan, all were unable to attend the meeting due to illness or other commitments. These apologies and the reasons for non-attendance were accepted by all present. The Clerk also gave apologies from Ward Councillor Paul May, who was attending another meeting.

**2017/138 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER
WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

None given

**2017/139 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2017/140 TO CONFIRM THE MINUTES OF THE VILLAGE COUNCIL MEETING HELD
ON 4th JANUARY 2017**

The minutes of the meeting held on 4th January 2017, previously circulated, were agreed and signed as a true record of the meeting, by Mr A Broad (Chairman)

**2017/141 TO RECEIVE A COUNCILLORS RESIGNATION AND AGREE THE WAY
FORWARD**

The Clerk read out a letter of resignation from Mr Ray Jenkins, who is moving out of the area and will be leaving the council at the end of February. The Clerk explained the procedure to advise B&NES of the resignation and advertise for a new Councillor, which will take place from 1st March.

2017/142 TO AGREE FURTHER ACTION TO MAINTAIN THE MILLENNIUM GARDEN

Mr Broad, Ann Leach & Mr Norfolk met in the Millennium Garden and spent some time clearing the weeds and rubbish on the path around the tree. Mr Broad explained that the floor of the garden needs clearing, it was resolved to obtain a quote for this from the maintenance contractor. Thanks was expressed to these volunteers for the work they have carried out to improve this area.

**2017/143 TO REVIEW THE SOCIAL MEDIA POLICY AND AGREE ANY CHANGES
REQUIRED**

It was resolved to remove the word 'Myspace' from the front page of the policy, no other changes are required. The policy will be reviewed again in 2018.

2017/144 PLANNING AND TRAFFIC

a) To receive an update on the Neighbourhood Plan meeting/consultation and agree any actions required

Alyson Lampard explained that the NP public meeting, attended by around 100 residents, was a great success. The final stage of consultation is now going ahead, letters will be dropped into every property in the village with a pre-paid envelope for the response form to be sent back to the NP steering group, before 7th March.

Mr Broad thanked the NP steering group members, on behalf of the Village Council, for all their hard work during the last two years.

b) To note the current Planning Application list

See appendix A, the contents of which were noted.

c) To receive any updates on the JSP

Mr Broad explained that he had met with Paul May and officers from B&NES to discuss the JSP recently. No new information was given but they agreed to meet again in March.

2017/145 CLERKS REPORT

During the last month three street lights on Bristol Road were out of action and reported, firstly to B&NES and then Western Power, there were finally repaired on Sunday.

Notification has been received that the large hall in the WVCA building will be closed for a week from Monday 10th April.

The amended street names, as suggested by B&NES, have now been sent to Barratt Homes.

Mr Broad has been nominated for the Queens Garden Party in May, ALCA can allocated two local Councils to send two representatives.

A list of ALCA training events has been received for Jan-Dec 2017.

Information has been provided recently to residents on a local lunch club, singing groups, and dial-a-ride.

Correspondence

A letter of thanks has been received from the Children's Hospice South West for the £120 sent to them from the Christmas Lights switch on.

A report has been received and circulated from the last Bristol Airport Consultative Committee meeting.

A reply will be sent to B&NES on their Parking Strategy consultation, which has been circulated to Councillors for their comments.

Meetings

Zurich are holding a Local Council Advisory Service Seminar on Tuesday 7th February at Poole Court in Yate starting at 10am.

A Parishes Liaison meeting is being held on Weds 15th February at 6.30pm in Keynsham.

The next Keynsham Dial-a-Ride meeting is on Weds 22nd February at 6.30pm.

The next Chew Valley Area Forum meeting is on Monday 27th February at 6pm.

Avon Pension Fund Employers Conference takes place on Tues 28th February from 10am to 3pm in the MShed Museum.

2017/146 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

The Clerk read out a brief report from Ward Councillor Paul May:-

The political parties have started to appoint their candidates for the metro mayor post and because we are officially in an area of devolution, B&NES are now in receipt of 100% of business rates, which has helped with the budget calculation.

Mr May is to meet with Kelvin Packer about Pensford traffic issues and is happy to pick up any other issues as well as, the verges in Churchways, parking in Dene Road and the siting of the 20mph signs.

2017/147 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

Barry Glen Ford Plot No. H179 Deed No. 1354
(Ref: Patricia Ann Ford)

Harry James Hockey Plot No. H180 Deed No. 1355
(Ref: Edna May Hockey)

Mrs Perry proposed, Mrs Watson seconded and the meeting duly passed the Exclusive Rights of Burial.

b) To receive a report on the Playfield/Cemetery/Allotment Committee meeting and agree recommendations made for the following:-

The next stage of tree replacement at the cemetery, an increase in cemetery fees, the Garden Maintenance provider for 2017/2019

A report was given on the committee meeting held on Weds 18th January, the following recommendations were made:-

To accept the quote received to remove the last five trees at the top of the cemetery of £1,375.00 plus vat.

Cemetery fees were compared with several others and it was agreed to increase them by 10%. There has been no increase for several years, this will bring them in line with other cemeteries.

Five quotes were received for the Garden Maintenance contract, after much deliberation it was agreed to recommend that the two year contract is awarded to Lee Gillam.

It was resolved to accept all the above recommendations.

2017/148 FINANCE

a) To note and agree the payments of accounts for February 2017

It was resolved the schedule of payments dated 1st February 2017, as listed in Appendix B be paid.

b) To receive a report on the Finance Committee meeting and agree the recommendations made regarding the wording of the grant applications, the Avon Pension Fund employer contributions and the budget for 2017/2018

A report was given on the committee meeting held on Weds 25th January, the following recommendations were made:-

Notification has been received that any council which give grants to community organisation's which deal with children, young people or vulnerable adults, should ensure the organisation has an adequate Safeguarding policy.

It was agreed to add this to the grant application requirements and to make enquiries to ascertain what a good safe guarding policy looks like.

The Avon Pensions Fund future service rates and deficit payments per month were noted and will be taken into account when setting the budget.

The redevelopment of the website will be an expenditure for this year, which will be included in the budget.

It was agreed that the figures to date agreed with the budget, each item of the budget was considered at length and amendments made if thought necessary.

It was resolved to accept the recommendations made by the Finance committee.

c) To agree the Precept for 2017/2018

It was resolved to set the precept at £29,000.00, an increase of £1,000.
This will be an increase of £1.16 per annum on Band D properties, the majority of properties in the village are Band D and below.

2017/149 TO NOTE THE REPORTS ON THE KEYNSHAM DIAL-A-RIDE & WESTERN POWER MEETINGS

Mr Broad attended both these meetings, his reports which had previously been circulated, were noted.

2017/150 TO RECEIVE AN UPDATE ON THE NEW LOGO AND AGREE THE FINAL DESIGN

Copies of the headed note paper and compliment slip were circulated with the writing in two different colours. It was resolved to go ahead with the design with writing in purple and black.

2017/151 TO AGREE AN ACTION PLAN FOR OBTAINING QUOTES FOR A NEW WEBSITE

The Clerk has purchased the domain as recommended by Martin Francis. It was agreed to arrange a meeting with Martin, Rachel Chandler, Paul O'Leary and the Clerk to see if a more modern and appealing web site can be created by updating the present site.

The meeting ended at 8.55.p.m.

The next meeting will be held on Wednesday 1st March 2017.

Appendix A

PLANNING APPLICATION LIST – 1st February 2017 APPLICATIONS

07/04/16 16/01569/FUL	Bristol Telephones Football Club Pavillion, Stockwood Lane, Whitchurch Erection of flood lighting around sports ground. SUPPORT this application to enable the football club to progress.
27/4/16 16/02055/FUL	Barratt Homes (Bristol) Land East of the Mead, Queen Charlton Lane, Whitchurch Erection of 100 no. 1,2,3, & 4 bedroom dwellings including public open space, attenuation and associated works. New vehicular access from Queen Charlton Lane. OBJECT – See letter dated 3.6.2016

03/08/16 16/03743/FUL	Whitecroft Developments Ltd Horseworld, Staunton Lane, Whitchurch Conversion of six heritage farm buildings into new residences. Renovation and alteration to existing farmhouse (two homes) Demolition of redundant modern structures. SUPPORT
03/08/16 16/03744/LBA	Whitecroft Developments Ltd Horseworld, Staunton Lane, Whitchurch Conversion of six heritage farm buildings into new residences. Renovation and alteration to existing farmhouse (two homes) Demolition of redundant modern structures. SUPPORT
23/09/16 16/04615/FUL	Bellway Homes Ltd Horseworld, Staunton Lane, Whitchurch Residential development of 97no dwellings with land reserved for early years provision. OBJECT – See letter dated 19 th October 2016
15/11/16	Revised plans/information received. - See additional comments made 12.12.16
22/12/16	Revised plans/information including alterations to the front boundary wall of Staunton Manor Farm COMMENT - We are uncomfortable about removing part of an existing listed building wall but if this is the only option on health and safety grounds to facilitate the development, we have no option but to agree with this. We would not want to see this as a precedent to removing other existing listed building walls in the village.
30/11/16 16/05531/FUL	Mr & Mrs J Hallett 6 St Nicholas Road, Whitchurch, BS14 0PJ Erection of two storey side extension SUPPORT this application as long as it is not used as a separate dwelling. There should not be a separate exit/entrance to the extension to ensure it is not used as a separate property.
20/12/16 16/06033/VAR38	Mr L Carter Church Road, Whitchurch, BS14 0PP Removal of condition 2 of application 15/02148/FUL granted on 09/07/2015 NO COMMENT

Appendix B

Chq	Payee	Item	Amount	VAT
D/D	British Telecom	Phone/broadband	37.08	6.18
Chq	WVCG	Deposit refund – S Dean	10.00	
Chq	Various	Salaries, travel expenses, postage, stationery, new domain, refreshments	1,508.76	
Chq	WVCA	Rent & meeting's Jan	216.00	
Chq	H M Revenue Customs	PAYE & NIC Jan	323.49	
Chq	B&NES Council	Pension Fund	339.14	
Chq	L Gillam	Cemetery/Park maintenance	244.00	
Chq	Mr A Broad	Travel expenses	9.00	
Chq	Whitchurch URC	Hall hire	30.00	
Chq	Blachere Illum	Xmas light removal	331.20	55.20
Chq	Mr John Day	Electricity for Xmas lights	60.00	
Chq	Whitchurch & Pensford RBL	Room hire NP event	60.00	
Chq	Nathan Coffin	Repair to Millennium Clock	85.00	
Chq	Batemans Skip	Skip at cemetery	288.00	48.00
Chq	Mrs J Britten	NP expenses	411.02	
		Total Payments	£3,952.69	£109.38