

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

Present: Cllrs: A Broad (Chairman), T Griffin (Vice-Chair), R Chandler, M Donovan, M Dury, M Godwin, A Lampard, P O'Leary, Ward Councillor Paul May, Mrs S Dyer (Clerk) & Mrs M Watts (Clerk Assistant) & two members of the public.

2017/152 PUBLIC PARTICIPATION

Matt Donovan asked for an item to be put on next month's agenda to agree that this years 'Have a Field day' will be turned into a fund raising event for St Peters Hospice in memory of Joanne Jones, who sadly passed away last weekend.

Mark Dury explained that this is the same weekend as the cricket club Summer Fest, which is going to be bigger and better this year, so for everyone to put the date in their diary of Friday 7th July.

It was reported that a branch has blown over on the verge along the A37 by the allotment/playpark site.

Alyson Lampard reported traffic incidents in Woollard Lane, this will be covered under the Clerks report.

2017/153 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Cllrs V Perry and C Watson who are unable to attend the meeting due to family commitments. These apologies and the reasons for non-attendance were accepted by all present.

**2017/154 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER
WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

Paul O'Leary gave a personal interest in item 10.e) as he has children at Whitchurch Primary School.

Tony Griffin gave a personal interest in item 13.b) as he is an allotment holder.

**2017/155 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2017/156 TO CONFIRM THE MINUTES OF THE VILLAGE COUNCIL MEETING HELD
ON 1st FEBRUARY 2017**

The minutes of the meeting held on 1st February 2017, previously circulated, were agreed and signed as a true record of the meeting, by Mr A Broad (Chairman)

2017/157 TO CONSIDER A QUOTE TO CLEAR THE MILLENNIUM GARDEN

It was resolved to accept the quote received of £45.00 from Lee Gillam to clear the bark/debris from the floor of the garden. It may then require pressure washing.

2017/158 TO CONSIDER A QUOTE TO REPAIR THE MILLENNIUM CLOCK

It was resolved to accept the quote of £175.00 to replace the dawn to dusk sensor on the clock and to request the clock face showing the incorrect time is also corrected. The Clerk will also ask if there are LED bulbs in the clock and if not if they can be changed to LED.

2017/159 TO AGREE A DATE FOR THE ANNUAL 'COMMUNITY CLEAR UP'

It was agreed that this will take place on Saturday 22nd April from 10am – 12noon. It was suggested that the local school and scout group are asked if they would like to be involved.

2017/160 TO REVIEW THE RISK ASSESSMENT & MANGEMENT POLICY AND AGREE ANY AMENDMENTS REQUIRED

Several amendments were suggested by Mr Griffin, who has looked at the policy in depth, to the probability and impact of the risks, it was resolved to make these changes. Also a new risk was added 'Confidential waste incorrectly disposed of', with a low probability and high impact. Mitigation measures agreed, that the office shred all confidential waste and councillors shred or burn the same. All e-mails marked 'Confidential' should be dealt with appropriately.

2017/161 PLANNING AND TRAFFIC

a) To receive an update on the Neighbourhood Plan consultation

Mr May gave an update stating that ongoing work has been carried out on the appendices of the plan. 131 responses have been received to date with 98% of them being positive. A challenge from developers is expected due to the emerging JSP. The NP group will meet again on 10th March to look at all the responses and to see if any changes are required. Mr Dury made the observation that at the recent NP meeting some residents thought it related to the Horseworld site developments.

Mr Godwin joined the meeting.

Alyson Lampard and Rachel Chandler attended the Keynsham NP steering group meeting to talk to them about the NP. This was well received and they would like them to share their experiences as their plan progresses. At this meeting 'Housing for life' was talked about, which are dwellings which can be adapted throughout a resident's life. Alyson will attend the Keynsham Area Forum meeting to talk about her experiences with the NP.

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

Representatives from the NP group have met with Stephen George from B&NES to discuss the JSP. The Clerk has been in contact with him to arrange another meeting with the Village Council & Ward Councillor, to receive any up to date information. He has asked for this to be after the JSP board meeting on March 17th. Mr May will let the Clerk know when further information will be available and a meeting will be arranged after this.

d) To note the Road Traffic Regulation Orders for Whitchurch Village

Proposals have been received for double yellow lines in Sleep Lane, Churchways and Church Lane, which residents have requested. Any objections/representation to the proposals should be made by 16th March to B&NES Council.

e) To note the proposal to enlarge Whitchurch Primary School and agree a response to this

A proposal from B&NES Council to enlarge Whitchurch Primary School has been received. It was resolved to send back the following response:-
Whitchurch Village Council have concerns regarding the location of the school and safe routes to it.

The current speed of 30mph outside the school along the A37 has been a concern for many years but B&NES have turned down the Council and Schools requests to reduce the speed in this area to make it safer for children walking to and from the school. Many other schools in the area have a reduced speed of 20mph implemented. The number of HGV vehicles using this road is already causing an issue with air pollution, which is at present being monitored further by B&NES. Parking issues currently around the school will increase, with extra pupils being dropped off and no parking facilities. At present cars park on double yellow lines on the A37 and surrounding roads causing obstructions for those trying to walk to school and local residents. The pavement sizes along Staunton Lane, which will be used if walking from the new developments on the Horseworld site, are very narrow in places, which make them unsafe to walk along and impossible for those using buggies or wheel chairs. There are at present no safe crossings from the Horseworld/Sleep Lane sites to the opposite side of the road, which will be required. A copy of the Neighbourhood Plan Risk Assessment of the safe routes to school will be sent in with this response. The aspiration from the NP is for a new larger school to be built in a more sustainable location. Mr O'Leary stated that he thinks the school does not have to be made bigger.

f) To note the allocation of strategic CIL receipts

We have been advised that our joint application made with Keynsham Town Council & Compton Dando Parish Council, for CiL funds to improve the Woollard Lane/A37/Sleep Lane junction has not been agreed by B&NES Council. Mr May advised that he has met with Kelvin Packer to discuss this junction and that Capital Funding will be used for this project, which he is looking into.

It was agreed to suspend Standing Orders and change the order on the agenda to allow Ray Jenkins to report on this meeting he attended as a Councillor, as he has now resigned as he is moving out of the village.

2017/162 TO RECEIVE A REPORT ON THE CHEW VALLEY FORUM MEETING

Mr Jenkins stated how important it is for someone to attend this forum meetings. Unfortunately the police did not attend, so he could not bring up the issue of accidents in Woollard Lane. There were several interesting presentations, the review of B&NES Ward Boundaries, Sustainability from the Council's Sustainability Team and Chelwood Community Energy.

Mr Broad thanked Mr Jenkins on behalf of Whitchurch Village Council for his service to Whitchurch Village over the past ten years as a Councillor.

Mr Jenkins and Mr Kirk left the meeting.

2017/163 CLERKS REPORT

During the last month eight street lights on Bristol Road were out of action and reported to B&NES and were fixed within a few days. Flooding along the footpath between, Sleep Lane/Bristol Road, was reported and eventually cleared. A replacement waste bin has at last been installed outside the play area. Potholes and cracks along Bristol Road, which were reported have been filled in today. A resident reported a car accident in Woollard Lane to one of our Councillors, this was then reported to B&NES to see if there is an issue on this stretch of road. A response has been received from B&NES Traffic & Safety department that as there have only

been four accidents recorded in the last five years along Woollard Lane, no action will be taken at present but they will monitor the situation.

The Clerk has completed the Whitchurch Village Rural Facilities Questionnaire and sent it back to B&NES.

Since we received a Councillors resignation as he is moving out of the area, information has been received that a Councillor does not have to resign if he/she moves out of the area, as they are elected to serve the whole four year term of office regardless of their circumstance changing during that time.

The BT telephone contract ended in February, the Clerk has signed up to a new two year contract but it only includes 100mins of calls and the last contract had around 400mins. There is an option to pay £5 per month for unlimited calls, so this will be monitored.

Anne Leach was nominated for a B&NES Volunteer of the Year Award and attended the ceremony in Bath in February.

The Clerk attended end of year pension training, where all areas of reporting information were highlighted and the need for this to be completed by the end of April.

Mr Broad attended the Avon Pension Fund Employers Conference on Tuesday at the M-Shed.

Meetings

The next Keynsham Area Forum meeting is on Monday 6th March, 6pm – 8pm.

Mr Broad is attending the Chairman's Annual Civic reception on Tuesday 7th March in Bath.

2017/164 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Mr May advised that the Council Tax will be increased by 3.50% in April.

He has met with B&NES Highways department to look at the verges in Churchways, which get damaged every year by vehicles mounting the verges and also to look at parking issues in Hamilton Way.

2017/165 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

| | | |
|---|---------------|---------------|
| Christopher John Firth (Ref: Patricia Ann Firth) | Plot No. H181 | Deed No. 1356 |
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| | | |
|---|---------------|---------------|
| Nick Threader (Ref: Thomas Murry Timoney Robb) | Plot No. F260 | Deed No. 1357 |
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| Margaret Winstone (Ref: Arthur William Brown) | Plot No. F261 | Deed No. 1358 |
|--|---------------|---------------|

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|---|--------------|---------------|
| Joan Howe (Ref: Caroline Mary Weare) | Plot No. G95 | Deed No. 1359 |
|---|--------------|---------------|

Mrs Lampard proposed, Mr Dury seconded and the meeting duly passed the Exclusive Rights of Burial.

b) To receive a request from the WVCG for chippings to be placed in the playground/old A37

A request has been received from the Whitchurch Village Community Garden/Allotment committee, asking for £100 to purchase chippings and wood to be placed in the area between the playground and old A37 as it is often wet, slippery and muddy. The committee members will carry out the work required. It was resolved to fund this project up to £100 but for the committee to liaise with

the Garden Maintenance contractor to ensure it does not interfere with the grass cutting in this area.

2017/166 FINANCE

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

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

b) To note the contents of St Nicholas Pre-School safe guarding policy

A copy of St Nicholas Pre-School safe guarding policy had previously been circulated to all councillors and the contents of this were noted.

2017/167 TO NOTE THE REPORTS ON THE PARISHES LIAISON & KEYNSHAM DIAL-A-RIDE MEETINGS

Both reports which had previously been circulated, were noted.

The meeting ended at 9.35.p.m.

The next meeting will be held on Wednesday 5th April 2017.

Appendix A

PLANNING APPLICATION LIST – 1st March 2017 APPLICATIONS

- | | |
|--------------------------|--|
| 07/04/16 16/01569/FUL | Bristol Telephones Football Club Pavilion, 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. |
| 30/01/17 17/00426/FUL | Mr R Mellard 6 Sleep Lane, Whitchurch, Bristol, BS14 0QN Erection of PVCU conservatory to the rear of the property. SUPPORT |
| 06/02/17 17/00071/FUL | Mr Oliver Baxter 5 Sleep Lane, Whitchurch, Bristol, BS14 0QN Erection of Pergola in back garden (Retrospective) SUPPORT |
| RESULTS | |
| 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. |
| 30/01/17 | REFUSED |
| 20/12/16 16/06033/VAR | Mr L Carter 38 Church Road, Whitchurch, BS14 0PP Removal of condition 2 of application 15/02148/FUL granted on 09/07/2015 NO COMMENT |
| 02/02/17 | PERMITTED |

Appendix B

MONTHLY PAYMENT OF ACCOUNTS

DATE: 1st March 2017

| | | | | |
|-----|------------------------|---------------------------------------|------------------|----------------|
| D/D | British Telecom | Phone/broadband | 38.59 | 6.43 |
| Chq | Mr G Barrett | Deposit refund allotments | 10.00 | |
| Chq | Various | Salaries, travel expenses, postage | 1,402.80 | |
| Chq | WVCA | Rent & meeting Feb | 198.00 | |
| Chq | H M Revenue Customs | Paye & NIC Feb | 260.90 | |
| Chq | B&NES Council | Pension Fund | 308.06 | |
| Chq | L Gillam | Cemetery/Park maintenance | 470.00 | |
| Chq | Mrs J Britten | NP expenses | 217.02 | |
| Chq | B&NES Council | Grass cutting 2016 | 2,497.80 | 416.30 |
| Chq | Open Spaces | Subscription | 45.00 | |
| Chq | Martin Francis | Website updates | 98.25 | |
| Chq | WVCG | Deposit keys – Starling | 10.00 | |
| | | Total Payments | £5,556.42 | £422.73 |