

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING
HELD IN WVCA HALL ON WEDNESDAY 7th MARCH 2018**

Present: Cllrs: A Broad (Chairman) T Griffin (Vice Chairman), R Chandler, M Donovan, M Dury, N Kirk, A Lampard, P O'Leary, C Lewis, V Perry
Ward Councillor Paul May, Mrs Sue Dyer (Clerk), Mrs Maureen Watts (Assistant Clerk) & one member of the public.

2018/140 PUBLIC PARTICIPATION

A Councillor advised that her recycling has not been collected today.
A Councillor has received complaints from residents about cars parking on the double yellow lines around the village at school time, which causes chaos and is also unsafe for others who are walking to school. Another Councillor has received complaints from parents as cars are parked blocking the pavement outside Central Garage, causing obstruction when they are walking their children to school.
Mr Broad expressed his thanks to those residents who came out in the snow last week to assist stranded vehicles and help them on their way, it was a great community effort.

2018/141 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave an apology for Cllr Mike Godwin, who is unwell and unable to attend the meeting. This apology and reason for non-attendance was agreed by all those at the meeting.

**2018/142 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER
WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

None

**2018/143 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2018/144 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL
MEETING HELD ON 7th FEBRUARY 2018**

The minutes of the meeting held on 7th February 2018, previously circulated, were agreed and signed as a true record of the meeting, by Mr A Broad (Chairman)

**2018/145 TO RECEIVE A REPORT ON UPDATING THE WEBSITE AND AGREE THE
NEXT STAGE**

The Assistant Clerk explained that she has now checked all the information and has arranged to meet Martin Francis on Weds 21st March to have this updated onto the new website.

**2018/146 TO RECEIVE AN UPDATE ON THE MILLENNIUM CLOCK AND AGREE
ANY ACTIONS REQUIRED**

An email has been received from Prelon Construction who are developing the site behind the Millennium Clock, proposing that the clock is removed for the duration of the project and relocated on completion. They are happy to store it in their yard and meet with the Council to discuss its relocation. A quote has been requested from Western Power to arrange an independent electricity supply for the clock when it is reinstated. It was resolved to accept the proposal to store the clock until it is able to be relocated in this area and to advise that we would like to meet to discuss its relocation.

We expect the clock to come back in the same condition as it is now and ask for confirmation that they have insurance to cover the clock when it is in storage.

2018/147 TO AGREE A DATE FOR THE ANNUAL 'COMMUNITY CLEAR UP'

It was resolved that the date for the Clear Up will be Saturday 7th April from 10am-12 noon, meeting at the Community Centre, the Clerk to make the necessary arrangements.

2018/148 TO RECEIVE A REPORT ON THE GDPR (GENERAL DATA PROTECTION REGULATION) WEBINAR AND THE EFFECTS ON THE VILLAGE COUNCIL AND THE WAY FORWARD

The Clerk gave an update to make Councillors aware that this is something the Council needs to engage in, as the law is changing from 25th May 2018. NALC will be seeking further sector specific advice and guidance, especially for smaller councils, they have published a 60 page guide on their website. The Clerk & Assistant Clerk have started to check the paper files we hold making sure the information is as accurate and up to date as it can be and destroying any information which is no longer needed, using the SLCC recommended retention list. We await further guidance and advice regarding this.

2018/149 TO REVIEW THE RISK ASSESSMENT & MANAGEMENT POLICY AND AGREE ANY AMENDMENTS REQUIRED

A copy of the Risk Assessment & Management Policy had been circulated to all Councillors, it was resolved to make an amendment to item 4. A minimum of 40 inspections per annum by WVC instead of weekly inspections and item 21. All records are backed up every two weeks onto a USB Flash Drive and held away from the office.

2018/150 TO FORM A SUB-COMMITTEE TO LOOK INTO CIL PAYMENTS AND HOW TO ALLOCATE THESE FUNDS

There was a detailed discussion on where and what these funds should be spent on, it was resolved to form a sub-committee to investigate the suggestions further, Cllrs Tony Griffin, Nick Kirk, Rachel Chandler & Paul O'Leary will be the members of the committee. The first meeting will be on Weds 18th April at 7.45pm.

2018/151 PLANNING AND TRAFFIC

a) To note the current Planning Application list and update on the enforcement complaint

See appendix A, the contents of which were noted. A response has been received from B&NES Planning Enforcement Officer and circulated to all Councillors. It was resolved to send back a reply saying that this is an unsatisfactory answer, there is now also a balcony built overlooking other properties and we feel this is an infringement of the existing resident's privacy.

The dwelling is not in keeping with existing properties in the area and does not retain the village character.

Neighbourhood Development Plan Policy WV 1.1 - Village Design.

b) To consider application No. 18/00661/VAR Prelon Properties, 85 Bristol Road, variation of condition 19 attached to application 17/01031/OUT

It was resolved to make the following comment:-

No comment, as we have already objected to the original design of the proposed dwellings as they are out of character with existing properties in the area and do not retain the village character and this application was permitted.

Neighbourhood Development Plan Policy WV 1.1 - Village Design.

c) To receive a report on the JSP, B&NES Local Plan & HELAA information session update.

Tony Griffin gave an update on this information session he attended together with Ashton Broad. They spoke with Simon de Beer, B&NES Council after the meeting, he confirmed that the expectation is that Whitchurch will take 1600 dwellings so will not be required to contribute to any further sites and therefore there is no need for site assessment/training. He suggested meeting with members of Whitchurch Village Council to discuss the actual plans for the proposed housing and road in the village. It was resolved that we would be pleased to meet with Simon de Beer, possibly Richard Daone and a senior Transport Manager, as long as they have detailed specific plans/information, the Clerk to arrange.

d) To note the response received from developers on the flooding issues

A reply has been received from Barratt Homes, which the Clerk will circulate to all Councillors, no reply has been received from Bellway Homes. Alyson Lampard has received a response from Jacob Rees-Mogg and updated the meeting on this, she has sent a reply asking why the storm drains and attenuation pond were not connected before the building work started? This could possibly have avoided all the stress and anxiety caused to the community.

2018/152 CLERKS REPORT

The Clerk has reported potholes which have recently appeared around the village to B&NES, the holes in Staunton/Stockwood Lane should have been filled in today. Confirmation has been received from Zurich Insurance that the fencing at the entrance to the cemetery, which a car crashed into in December, can now be repaired, there will be a £100 policy excess to pay.

An update from Paul McElhone, Street Works Manager, B&NES, has been received regarding when Sleep Lane will be re-opened, this was read out to the meeting.

Correspondence

An e-mail has been received from the Head of Democratic Services and Monitoring Officer, B&NES Council advising that if a Parish has a website it is their responsibility to publish their own Register of Interests. B&NES Council will then publish a link to that website.

Meetings

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

The next Keynsham Area Forum meeting is on Monday 19th March, 6.30pm, Community Space, Keynsham.

The next Keynsham Dial-a-Ride meeting will be held on Weds 4th April at 6.30pm.

Mr Broad as Chairman is attending the Annual Civic Reception at the Roman Baths on Weds 21st March.

2018/153 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Mr May gave a brief update on the budget, Council Tax is to increase by 4.95% from April. Recycling has increased by 30% since the new scheme started, several Councillors commented that they thought the new recycling scheme was working very well.

2018/154 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

Giuseppina Russo (Ref: Gaetano Russo)	Plot No. H192	Deed No. 1383
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Julie Ann Williams	Plot No. H193	Deed No. 1384
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(Ref: Michael John Williams)

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

b) To consider a quote received for a sign to be placed on the Playpark fence.

A quote for £30.00 plus VAT has been received for a sign to be made to be erected on the entrance gate to the Playfield, it was resolved to go ahead with this.

2018/155 FINANCE

a) To note and agree the payment of accounts dated 7th March 2018

It was resolved the schedule of payments dated 7th March 2018, as listed in Appendix B be paid.

b) To resolve payments are made at the beginning of April and then agreed retrospectively at the meeting on 11th April.

The above resolution was agreed.

2018/156 TO NOTE THE REPORTS ON THE LCAS SEMINAR ATTENDED & PARISHES LIAISON MEETING

The LCAS report, which had been previously circulated to all Councillors, was noted. The Clerk gave a brief report on the Parishes Liaison meeting, including information on the Parish Sweeper Scheme.

2018/157 TO RECEIVE A REPORT ON THE CHEW VALLEY FORUM

The minutes of this meeting, attended by Mark Dury, had been previously circulated and were noted. Mark stated that the item on affordable housing was very interesting and he encouraged anyone wanting to purchase or rent a property in B&NES to look at the Homesearch Register for further details.

The meeting ended at 8.35pm

The next meeting will be held on Wednesday 11th April 2018.

**Appendix A
PLANNING APPLICATION LIST – 7th March 2018
APPLICATIONS**

12/02/2018
18/00521/FUL

Mr Jan Birenat
18 Churchways, Whitchurch, BS14 0PL
Erection of 1no. attached dwelling to no.18
OBJECT – The increased use of the cul-de-sac turning head together with the generation of additional conflicting traffic movements, resulting from the proposed development, would be prejudicial to road safety.

Reason: Contrary to Policy T.24 of the BANES Local Plan

A previous application was reduced from two new houses to one to address concerns by the Highways Officer in regards to traffic generation and parking arrangements in this location. 11/12/2017

If you are minded to approve this application please can it be determined by the Development Control Committee?

15/02/2018
18/0661/VAR

Prelon Properties
85 Bristol Road, Whitchurch, BS14 0PS
Variation of condition 19 attached to application 17/01031/OUT

RESULTS

28/12/2017
17/06246/FUL

Mr Dorgan
43 Bristol Road, Whitchurch, BS14 0PF
Erection of single-storey rear extension
SUPPORT this application

20/02/2018
PERMITTED

**Appendix B
MONTHLY PAYMENT OF ACCOUNTS**

DATE: 7th March 2018

Chq	Payee	Item	Amount	VAT
D/D	British Telecom	Phone/broadband	54.66	9.11
Chq	Open Spaces	Subscription	45.00	
Chq	Various	Salaries, travel expenses, postage	1,434.96	
Chq	WVCA	Rent & meetings February	207.00	
Chq	B&NES Council	Pension Fund	336.99	
Chq	H M Revenue Customs	Paye & NIC February	251.32	
Chq	Your Solutions (L Gillam)	Maintenance	114.00	
Chq	All Tree Services	Tree work at cemetery	900.00	150.00
Chq	SLCC	CPD webinar	36.00	6.00
Chq	Mrs S Dyer	Neighbourhood Plan event	176.99	
Total Payments			£3,556.92	£165.11