

**MONKTON COMBE PARISH COUNCIL**

**Minutes of the Ordinary Parish Council Meeting held in the Village Hall on 23 May 2011 at 7pm**

**Parish Council:** Cllr Lyn Alvis (LA), (Vice-Chairman), Cllr Alison Bossom (AB),  
Cllr Alison Sturgess-Durden (ASD), Cllr Ross Buchanan,(RB)  
Mrs Jane Angell (Clerk).

**Others Present:** None

1 **APOLOGIES:** Cllr Kevin Murphy (Chairman)

2 **DECLARATIONS OF INTEREST:** None

3 **MINUTES**

Minutes from Ordinary Meeting 18 April 2011 were approved and signed by the Vice-Chairman.

a.

**Bills and Accounts**

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<b>Payments:</b>	01.05.11	776a	Ian Croker	Village Cleaning	243.82
	23.05.11	777	Lyn Alvis	Mileage/mower fuel	13.52
	23.05.11	778	Subscriptions	VPA	100.00
	23.05.11	779	Jeff Avis	gardening	100.00
	23.05.11	780	Zurich	insurance	500.84
	23.05.11	781	J.Angell	Salary Apr	81.36
	23.05.11	782	HMRC	PAYE 18/5	16.60
	23.05.11	783	HRMC	PAYE 20/6	16.60
	28.05.11	784	J.Angell	Salary May	66.73

b.

<b>Receipts:</b>	01.05.11	225	B&NES	Village Cleaning	256.25
	01.05.11	226	B&NES	Footpath Scheme	212.83

c.

**Account Balances as at 30.04.2011**

Current	100.00
Reserve (Miss Davis)	4510.14
Reserve (MCPC)	9148.38

d.

Zurich Insurance – Public / Employee Insurances renewal date 3 June 2011

e.

New signatory forms signed

*Note* PAYE income tax payments due monthly to HMRC as meetings are normally every six weeks occasionally two cheques will be required to meet payment deadline so as not to incur penalties.

Approved and signed 11 July 2011

.....  
L. Alvis  
..... Vice-Chairman Cllr Lyn Alvis

- 5 a **PLANNING**  
**New Applications**  
No new application
- b *Clk* **Outstanding Applications**  
  
**Course Of Old Somerset Coal Canal, Warminster Road. 10/02577/FUL**  
Application still pending consideration by B&NES. Monitor  
*Clk*
- Governor’s Field Monkton Combe School Church Lane. 10/05151/FUL**  
*Clk* Application still pending consideration by B&NES. Monitor
- Ivy Cottage Shaft Road. 11/00006/LBA & 11/00005/FUL (revised submission).**  
*Clk* Application still pending consideration by B&NES. Monitor
- Combe Grange Shaft Road 11/00516/FUL**  
*Clk* Application withdrawn.
- Combe Grange Shaft Road - 11/01453/TCA**  
*Clk* Pending consideration by B&NES
- Viaduct Hotel Brassknocker Hill - 11/01379/COND**  
*LA* Pending consideration by B&NES.
- Clubhouse Oldfield Rugby Club Shaft Road BA2 7HP – 11/00821/VAR**  
Variation of condition 3 of application 09/01859/FUL to amend the hours of use. – Pending consideration by B&NES. A noise complaint has been received from a resident. - *Cllr Alvis to investigate further.*
- c. **Parish Community Plan & Localism Agenda** – This had been discussed at the annual meeting and it had been put forward that may be one or two councillors could liaise with a committee organised and run by residents. - *to be discussed further add to next agenda.*
- 6 a **MATTERS ARISING FROM MINUTES OF MEETING 18 APRIL 2011**  
*RB* **Fencing on Summer Lane** – Some of the wire has gone but there is still a section which is considered a hazard to pedestrians and cyclists. – *Cllr Buchanan to speak to landowner with reference to removing the final section.*  
*ALL* **Allotments** – It was agreed that further discussion would be useful on this subject as Cllr Murphy reported in his notes from the BPT meeting that there had been an item relating to allotments and how other parishes have dealt with their requirements. – *to be discussed further at next meeting.*  
*ALL* **Village Website** – Cllr Sturges-Durden contacted Di Franks the administrator to confirm that news items will be forwarded for the website. Each Cllr will also send a short profile and photograph of themselves for inclusion.  
*ALL* **Police information Point** – As there is now no Community Van visits to the village an appropriate local point is sought to maybe house a notice board with police information including a phone number where non urgent messages could be left. – *to be discussed further.*

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.....*L. Alvis*.....Vice-Chairman Cllr Lyn Alvis

**Tucking Mill Lane** – There has been no response from B&NES. – *Cllr Alvis will chase.*

**Stable Block Church Farm** – It was noted the application inferred present structure would be replaced – *Cllr Alvis to speak to the owner of intensions*

ALL

**Waterhouse** – There is an application to use Waterhouse for Hotel accommodation when not being used for conference / training. The property is in the neighbouring parish of Limpley Stoke close to the border with Monkton Combe. Limpley Stoke Parish Council have raised an objection based on the following reasons the land ownership of Waterhouse Lane is uncertain, increase of traffic on the lane and the traffic hazard at the junction with the A36 associated with delivery vans turning into Waterhouse Lane.

**Church Lane/Summer Lane** – Is the sign in the right place? The sign is damaged Cllr Bossom will contact B&NES. – *Cllr Bossom to contact B&NES*

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**HIGHWAYS & FOOTPATHS**

LA

**Mount Pleasant path leading to Combe Down** – Stuart Ballard from B&NES agreed that the path is in a poor state along with the section of path adjacent to the allotments. With the prospective planning application due to be submitted by Monkton Combe School for building work to be carried out in the quarry it was thought it may be better to wait for the outcome of this because there will be disruption that will temporarily affect the path. – *to be monitored*

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**CORRESPONDENCE**

Clk

**Children's Play Area** – It was RESOLVED The quote for the work of £115 from B J Angell was acceptable.

**ALCA** – Councillor Packs available £5 each plus p&p - to be discussed next meeting.

**B&NES** – No index linked increase this year for Public Rights of Way Clearance.

**HMRC** - The PAYE basic tool for calculations received and now set up.

**B&NES** – Monitoring Officer – For our records a copy of the letter sent to Cllr Franks stating he had not breached the Code of Conduct.

**B&NES** – From Electoral Registration Officer requesting confirmation that the undertakings in the form have been received from all those who are required to give them within the timescale. A letter has been drafted to be returned with copies of forms for Members Register of Interest.

**B&NES** – Request form for a copy of the register and the monthly update. Each applicant has to complete their own form. Passed to Cllr Alvis.

**Cotswolds Conservation Board** – Re-circulation of guidance notes on Roadside and Verge Management. This being an important time of the year for many species of wild flowers to set their seeds.

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**REPORTS FROM CLUSTER / LIASION/ VALLEY PARISHES ALLIANCE (VPA)/ BATH PRESERVATION TRUST (BPT).**

**VPA Meeting – 16.05.11** - *Attended by Cllr Alvis*

**Heritage Site** – The green spaces around Bath are now part of the Heritage Site.

**Kennet and Avon Canal** – The VPA are happy with the decision made by the Mooring Strategy Steering Group regarding the mooring of boats along the canal but concerned about lack of VPA representation on the new trust.

Core Strategy Report has been published. It was suggested that it would be a good idea to read for discussion at the next meeting.

**Next meeting 11.07.11**

**BPT Meeting 17.05.11 Attended by Cllr Murphy**  
*Report notes sent from Cllr Murphy*

Cllr Murphy reported objections lodged by the Monkton Combe Parish Council (MCPC) to Combe Grange House and Oldfield Rugby Club. Cllr thanked the BPT for their support on Governors Field application.

Cllr Murphy reported MCPC may explore provision of allotments if village demand sufficient. Robert Hellard (South Stoke) advised South Stoke Parish have provided allotments by renting land the income just about covers lost of land rental form owners.

The Nation Allotment Association provides guidance. South Stoke Parish Council refuse to let allotments to residence not living in the village this was agreed with landlord.

VPA representative could not attend.

Newton St Loe Parish Council now represented on the BPT Committee but had nothing to report.

Friends of Bath Residents Association (FOBRA) have asked BPT to sign up to their cause but there could a possible VPA conflict. This is under review by the BPT who recognise possible complications on Environs.

B&NES Core Strategy will commence examination in public on 13 September no venue yet announced. Reported by Peter Duppa Miller.

BPT launching clearer guidance on 'greening' historic buildings in June. (e.g. insulation to listed buildings etc following consultation earlier in the year).

RH apologised to Cllr Alvis for last meeting date change.

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**NEW ITEMS**

*Clk*

**Additional Councillors** – It was put forward that a move from five councillors to seven would spread the load of attending the various meetings as required. It was then suggested it may not be necessary for example to attend the PACT meeting so regularly as often it was felt that the needs of the village would sometimes get over looked as other more pressing issue took priority at these meetings. Cllr Buchanan is in regular contact with the PSO for the area and could be kept up to date with new and relevant items relating to the parish more speedily through this regular contact. Cllr Alvis gave a brief outline of the various meetings attended and their relevance to the new councillor Cllr Buchanan. The decision to move from five to seven councillors has been deferred until the next meeting as Cllr Sturgess-Durden announced that due to work and family commitments that she reluctantly wished to resign from the post of councillor and had sent a letter to the Chairman. This will create a casual vacancy. This raised the issue of co-opting to bring the numbers back up to five. Clerk to confirm co-opting procedures and start process of advertising. – *add to next agenda*

*ALL*

**Roles and Responsibilities** – At present Councillors have worked by areas look after each part of the well spread out village nearest to them. It is now being considered whether it would be more beneficial to allocate roles to each member instead.

*ALL*

**Annual Meeting** – This was deferred as it was thought it would be more useful to cover this with all councillors present. - *to be discussed next meeting.*

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**ANY OTHER BUSINESS**

*Items raised by Cllr Sturgess-Durden*

*ASD*

To encourage new parishioners to feel part of the community and to know the role of the Parish Council it

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was suggested that the welcome letter be re-introduced.

**RB** *Items raised by Cllr Buchanan*

Cllr Buchanan had been approached by a prospective resident to the availabilities of any workshops in the area also a resident in St Michaels Court is looking for office space rental. Cllr Bossom thought there may be some space adjacent to the garage on the A36 and would pass the information on.

**AB** *Items raised by Cllr Bossom*

The pot holes in Trollope's Lane have now been filled in.

**LA** *Items raised by Cllr Alvis*

Monkton Combe School advised the intension is to amend the present planning application for Governors Field

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**DATE OF NEXT MEETING**

Monday 4 July 2011 at 7pm in the Village Hall

There being no further business, the Meeting closed at 21.15hrs

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.....*L. Alvis*.....Vice-Chairman Cllr Lyn Alvis