

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING  
HELD IN WVCA HALL ON WEDNESDAY 4<sup>th</sup> OCTOBER 2017**

Present: Cllrs: A Broad (Chairman), T Griffin (Vice Chairman), M Donovan,  
M Dury, N Kirk, C Lewis, P O'Leary, V Perry,  
Mrs Sue Dyer (Clerk), Mrs Maureen Watts (Assistant Clerk)  
One member of the public.

**2017/71 PUBLIC PARTICIPATION**

A grant cheque was presented by the Chairman to Faye Dicker of Freelance Mum, who thanked the council for the funds and explained briefly the role of Freelance Mum and how the funds will be spent, she then left the meeting.

Mr Dury asked if anyone knew why we keep having power cuts in the village.

Mr Kirk mentioned the waste bin needed on the cycle path, which the Clerk has chased several times but still not received an answer from B&NES.

The Clerk advised that a resident may be interested in joining the council when there is a vacancy and is happy to help with any community events. The Clerk will keep him updated on any opportunities which become available.

**2017/72 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

The Clerk gave apologies for Cllrs R Chandler, M Godwin, & A Lampard who are unable to attend the meeting due to family commitments and illness. These apologies and reasons for non-attendance were accepted by all present. Apologies were also given for District Councillor Paul May.

**2017/73 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH  
VILLAGE COUNCIL'S CODE OF CONDUCT  
(ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

None given.

**2017/74 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS  
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2017/75 CONFIRM THE MINUTES OF THE VILLAGE COUNCIL MEETING HELD ON  
30<sup>th</sup> AUGUST 2017**

The minutes of the meeting held on 30<sup>th</sup> August 2017 previously circulated, were agreed and signed as a true record of the meeting, by Mr A Broad (Chairman)

**2017/76 TO NOTE THE REPORT AND ACTION TAKEN ON THE ILLEGAL  
ENCAMPMENT AT THE PLAYPARK, CONFIRM THE WORK CARRIED OUT AND  
CONSIDER QUOTES FOR FURTHER WORK TO THE ENTRANCE OF THE  
PLAYFIELD**

Mr Broad expressed thanks to Mr Griffin for all the hard work on this issue, which he carried out with great proficiency. The report on the actions taken, previously circulated, was noted. The work carried out on the entrance gate to date was confirmed and it was agreed the Clerk will seek further quotes for bollards to be installed. It was suggested that we contact our insurers to see if we are covered for any of the costs incurred. A letter of thanks to be sent to the farmer thanking him for the hay bales which he has kindly put at the playpark entrance.

Mr Broad asked the Councillors if standing orders could be suspended and this was agreed.

A representative from St Nicholas Pre-school joined the meeting giving her apologies for being late. A grant cheque was presented to her by the Chairman, she thanked the council for the funds, which will be spent on renewing items for the home corner and then left the meeting.

Standing orders were adopted.

#### **2017/77 TO SUGGEST LOCATIONS FOR THE MOBILE YOUTH SERVICE BUS TO PARK IN THE VILLAGE**

Rob Rummig-Pain from B&NES Youth Service called into the office to ask for suggestions on where the mobile youth bus could park in the village. He plans to bring the bus to Whitchurch Village on Wednesday evenings from 7-9pm. It was resolved that the village council support this provision and the best locations would be:-

The United Reformed Church/Community Centre car park.

British Legion car park.

Whitchurch Primary School.

The Clerk will send this information to him and advise him that he will need to contact the relevant organisation to seek their permission.

#### **2017/78 TO CONSIDER THE ARRANGMENTS FOR THE CHRISTMAS LIGHT 'SWITCH ON' AND COMPETITION AND AGREE ACTIONS REQUIRED**

Arrangements were discussed and put in place for this year's event on Friday 1<sup>st</sup> December and the Christmas Lights competition which will be judged on Weds 13<sup>th</sup> December. Councillors agreed to carry out various tasks during the next month towards the event. The Clerk will obtain quotes for safety control barriers and arrange for the road to be closed with B&NES.

#### **2017/79 TO RECEIVE COMMENTS ON THE NEW WEBSITE AND AGREE THE WAY FORWARD WITH THIS**

It was agreed the new site looks good but we now have to look at what information we would like to transfer from the existing site and check that it is up to date. It was agreed that the Assistant Clerk will start to look at this with the view of completing this task by the end of the year. An allotment holder has agreed to take some photos for the new site.

#### **2017/80 PLANNING AND TRAFFIC**

##### **a) To receive an update on the Neighbourhood Plan consultation**

In the absence of Alyson Lampard & Paul May the Clerk read updates on the progress of the Neighbourhood Plan. A meeting has been held with B&NES, the amendments/modifications have been agreed and will be sent back to the Examiner, B&NES will prepare a Neighbourhood Plan Decision Statement proceeding to referendum. Copies of the plan will be available at various locations with the referendum date hopefully being in the middle of November. It was noted how hard the NP group have worked to get to this stage.

##### **b) To note the current Planning Application list**

See appendix A, the contents of which were noted.

##### **c) To consider planning application:-**

**17/04497/FUL – Mrs Louise Farrell – 1 Rosemont, Staunton Lane – Erection of new annex**

It was resolved to support this application.

**d) To note the report on the JSP, New Local Plan & HELAA briefing session and agree any actions**

The report from the briefing session attended by Rachel Chandler & Alyson Lampard was noted. A report from Ward Councillor Paul May state that the JSP doesn't seem like it will be good news for the village and as soon as the consultation proposals are known publicly he would like to call a meeting to inform the community and to give his support in objecting to the proposals.

The draft HELAA review has today been received, this is an important document, the information for this area needs to be checked to ensure it is correct. It was resolved a Village Council internal working party will be arranged for Weds 18<sup>th</sup> October from 7-9pm to carry out his task, it needs to be returned to B&NES by Monday 30<sup>th</sup> October.

**e) To complete the Parish Service Provision Survey**

This was completed, the results will be sent back to B&NES Council.

Colette Lewis left the meeting at 9.35pm.

**2017/81 CLERKS REPORT**

An email has been received from a lady who has qualified in proof reading asking if we have a parish magazine which she would be happy to proof read free of charge. I replied advising her that we do not have a magazine at present but that I will keep her details on file in case we have a need for this in the future.

**Correspondence**

ALCA have advised that there are new Data Protection regulations coming into force which they are looking at the legal implications of for Local Councils, they will provide us with regular updates and briefing sessions on this.

They are also holding Being a Good Councillor training sessions in Oct/Nov.

**Meetings**

Avon Local Council's Association AGM is being held this Saturday, 7<sup>th</sup> October from 10.30 – 12.00.noon.

Avon Pension Fund are holding an Employer Forum on Weds 18<sup>th</sup> October from 10.00 – 12noon, in Keynsham.

The next Parishes Liaison meeting is being held on Thursday 26<sup>th</sup> October 6.30pm in Keynsham.

Society of Local Council Clerks are holding a Regional Training Seminar on Weds 22<sup>nd</sup> November at the Holiday Inn, Filton. This is an all-day event from 9.30am-4.00pm.

The annual Parish Online event will be held on Tuesday 28<sup>th</sup> November at Bath Spa University starting at 6.30pm.

**2017/82 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

Mr Mays reports have already been given under planning items on the agenda.

**2017/83 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

**a) To Grant Exclusive Rights of Burial**

Margaret Molton (Ref: David Clifford Molton)	Plot No. H187	Deed No. 1373
Geoffrey Peterson (Ref: Irene Sheila Peterson)	Plot No. H189	Deed No. 1374
Maria Louisa Szabo (Ref: William Szabo)	Plot No. H188	Deed No. 1375

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

**2017/84 FINANCE**

**a) To note and agree the payment of accounts dated 4<sup>th</sup> October 2017**

It was resolved the schedule of payments dated 4<sup>th</sup> October 2017, as listed in Appendix B be paid.

**2017/85 TO REVIEW THE HEALTH AND SAFETY POLICY AND AGREE THE RISK ASSESSMENT COMPLETED**

In addition to the Health & Safety Policy Statement the Clerk has completed an employee Risk Assessment, this was circulated, and the content agreed by all present. This will now form part of the H&S Policy to be reviewed annually.

**2017/86 TO NOTE THE REPORTS ON THE KEYNSHAM AREA FORUM, CHEW VALLEY AREA FORUM & B&NES AREA GROUP MEETING**

The reports of the Keynsham Area Forum & B&NES Area Group meeting, which had previously been circulated, were noted. Mark Dury gave a report on the Chew Valley Area meeting, the Chew Valley Transport Strategy was discussed and young people representing Chew Valley School gave accounts of the challenges in getting around the Chew Valley.

The meeting ended at 9.55pm

**The next meeting will be held on Wednesday 1<sup>st</sup> November 2017.**

**Appendix A  
PLANNING APPLICATION LIST – 4<sup>th</sup> OCTOBER 2017  
APPLICATIONS**

- 11/04/2017  
17/01706/FUL Mr Jan Birenat  
17 Churchways, Whitchurch, Bristol, BS14 0PL  
Erection of two storey side extension to form a self-contained three bedroom house alongside No18 and a detached two storey self-contained 3 bedroom house alongside No.17.  
**OBJECT - Overdevelopment of site, concerns regarding parking & traffic arrangements in this small cul de sac/turning area.**
- 11/08/2017  
17/03725/OUT Jan Birenet  
Avon Accident Auto Repair Garage, Staunton Lane, Whitchurch, BS14 0QL  
Outline application for the erection of 8no dwellings with associated landscape works, access improvements, parking and drainage following demolition of existing buildings.  
**COMMENTS – Within the RA1 & RA5 of the approved Core Strategy the village has fulfilled its housing needs and there is no evidence to indicate that more housing is required at the expense of local employment.**
- 16/08/2017  
17/03654/RES Tradex Developments Ltd  
Chris Madden Cars, 85 Bristol Road, Whitchurch, BS14 0PS  
Approval of reserved matters with regard to outline application 17/01031/OUT for the erection of 4no terraced 3 storey town houses and 6no semi-detached 2.5 storey houses following demolition of existing car showroom.  
**NO COMMENT – only concern is regarding position of Millennium Clock which I have mentioned to the planning officer, although this is not a planning matter, Chris Gomm will advise the applicant that permission from the owner of the clock will be required before it is moved.**
- 06/09/2017  
17/037/15/OUT Mr & Mrs Hallett  
6 St Nicholas Road, Whitchurch, Bristol, BS14 0PJ  
Outline application for the erection of 1 no. detached two bedroomed dwelling with all matters reserved.  
**SUPPORT – subject to B&NES Highways approving the access and parking proposals.**
- 19/09/2017  
17/04497/FUL Mrs Louise Farrell  
1 Rosemont, Staunton Lane, Whitchurch, Bristol, BS14 0QQ  
Erection of new annex

## RESULTS

18/07/17  
17/03364/FUL

Mr S Page  
17 Staunton Fields, Whitchurch, BS14 0QD  
Erection of double and single storey side extension along with single storey rear extension and the installation of a new side window.

07/09/2017

**PERMITTED**

17/07/17  
17/03310/FUL

Mr S Reed  
Moret, Hursley Hill, Whitchurch, BS14 0QZ  
Erection of 1no. self build dwelling for use as a starter home (Resubmission)

**SUPPORT this application subject to the builder's yard being replaced by the new dwelling. All our neighbourhood plan evidence supports the provision of starter homes for people who have connections with the area.**

30/08/2017

**REFUSED**

09/08/2017  
17/03785/FUL

Mr Dark  
Grey House, Staunton Lane, Whitchurch, BS14 0QG  
Erection of a new 3 bedroom dwelling with double garage  
**OBJECT - No objections in principal for a new dwelling on this site but it must be built in keeping with the surrounding properties, in particular with neighbouring properties which are listed buildings. (the solar panels and glass doors are not in keeping with the character of the surrounding properties)**

27/09/2017

**PERMITTED**

## Appendix B

### MONTHLY PAYMENT OF ACCOUNTS

DATE: 4<sup>th</sup> October 2017

<b>Chq</b>	<b>Payee</b>	<b>Item</b>	<b>Amount</b>	<b>VAT</b>
D/D	British Telecom	Phone/broadband	45.93	7.65
Chq	Fields in Trust	Grant/GPC	100.00	
Chq	Freelance Mum	Grant/GPC	40.00	
Chq	St Nicholas Pre-school	Grant/GPC	150.00	
Chq	Keynsham & District Dial-a-Ride	Grant/GPC	100.00	
Chq	Various	Salaries, postage, travel expenses, stationery, refreshments	1,644.95	
Chq	WVCA	Rent & meetings September	202.50	
Chq	H M Revenue Customs	Paye & NIC September	301.12	
Chq	B&NES Council	Pension Fund	336.99	
Chq	Your Solutions (L Gillam)	Maintenance	923.00	
Chq	GB Sport & Leisure	Playpark inspection	48.00	8.00
Chq	Batemans Skip Hire	Skip @ Fete	258.00	43.00
Chq	MJ Patch Engineering Ltd	Works to secure Playpark gate	753.46	125.58
Chq	Castle Business Finance Ltd	Removal costs of illegal encampment at playpark	2,100.00	350.00
Chq	Grant Thornton	Audit fee's 2016/2017	360.00	60.00
Chq	B&NES Council	Road closure – Xmas lights	152.00	
Chq	Mr A Griffin	Expenses	17.62	
		<b>Total Payments</b>	<b>£7,533.57</b>	<b>£ 594.23</b>