

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING
HELD IN WVCA HALL ON WEDNESDAY 11th APRIL 2018**

Present: Cllrs: A Broad (Chairman) T Griffin (Vice Chairman), R Chandler, M Donovan, M Dury, M Godwin, 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.

2018/158 PUBLIC PARTICIPATION

A resident explained there is a blocked drain outside 11 Church Road, Councillors complained about a noisy manhole cover outside 36, Bristol Road, pot holes in Maggs Lane & A37 Bristol Road, and one advised that the utility company installing gas pipes in Sleep Lane have damaged the sewerage pipe, so work is being carried out to repair this.

2018/159 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave an apology for Cllr Nick Kirk, who is unable to attend the meeting. This apology was agreed by all those at the meeting.

**2018/160 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER
WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

Mr Broad declared a personal interest in item 15. c) To consider and agree sponsorship for the Village Fete in August.

**2018/161 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2018/162 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL
MEETING HELD ON 7th MARCH 2018**

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

**2018/163 TO RECEIVE A REPORT ON UPDATING THE WEBSITE AND AGREE THE
NEXT STAGE**

The Assistant Clerk explained that she has met with Martin Francis and he now has all the information to update the new website and will confirm when this has been completed.

**2018/164 TO RECEIVE A COUNCILLORS RESIGNATION AND AGREE ACTIONS
REQUIRED**

The Clerk read a proposal from Alyson Lampard explaining that she wishes to resign as a Village Councillor. Alyson explained that she has thoroughly enjoyed her time in the role but now feels that it is time to hand over to someone else who might be more enthusiastic and have a fresh approach. She explained that she has now taken on a big project at St Bernadette's church. She expressed how delighted she was that the Neighbourhood Plan was adopted.

It was agreed that Alyson is a credit to Whitchurch Village and the time and effort she gave to the Neighbourhood Plan cannot be underestimated. Huge thanks were expressed to her. It was resolved that her resignation will take place after the next meeting on 2nd May 2018.

2018/165 TO RECEIVE AN UPDATE ON THE ‘COMMUNITY CLEAR UP’

Twelve Volunteers turned out on a damp and soggy Saturday morning to take part in the Annual Village Clean-up, which runs alongside Keep Britain Tidy events.

Around 20 bags of rubbish were collected from pavements, footpaths and open spaces around the Village to help make the area look clean and tidy.

Refreshments were then provided in Whitchurch Community Centre, with homemade cakes donated by a local resident, which were much appreciated by the volunteers after all their hard work.

A huge thank you to all those who took part in the event, especially the three pupils from Whitchurch Primary School. It is a shame we do not get more volunteers for this annual event.

The Clerk reported several areas which need clearing by B&NES, the roadway along Maggs Lane and Staunton/Stockwood Lane, which have since been cleared. Also a missing manhole cover in the footpath along Staunton/Stockwood Lane.

2018/166 TO RECEIVE ANY UPDATES ON THE GDPR (GENERAL DATA PROTECTION REGULATION)

The Clerk read out an update received from ALCA, NALC now has an agreement with the Information Commissioners Office that Local Councils will not need a Data Protection Officer in place by 25th May 2018 and they are just waiting for this to be ratified. The key message is still to hang fire on appointing a DPO and concentrate on preparing for GDPR compliance using the NALC Toolkit. The Clerk has booked onto a GDPR training course on Monday 30th April in Long Ashton.

2018/167 TO NOTE THE DATE OF THE SUB-COMMITTEE MEETING TO LOOK INTO CIL PAYMENTS AND HOW TO ALLOCATE THESE FUNDS

As agreed at the last meeting Cllrs Tony Griffin, Nick Kirk, Rachel Chandler & Paul O’Leary will be the members of this working party, the first meeting will be on Weds 18th April at 7.45pm. All Councillors were encouraged to send their ideas into the Clerk so they can be discussed at this meeting. The Clerk to contact Simon De Beer as he agreed to check the conditions on the S106 funds.

2018/168 PLANNING AND TRAFFIC

a) To note the current Planning Application list

See appendix A, the contents of which were noted.

b) To receive a report on the JSP, B&NES Local Plan meeting and consider the proposal

Paul May gave an update on the meeting attended by himself and three Village Councillors where B&NES set out the progress of the JSP & Local Plan. No more information was received other than the proposal for 1600 dwellings to be built in the village over the next twenty years, with 2500 in total. No details of where the development or the new road will be built were given.

After a detailed discussion it was agreed to send back the following response:-

‘Thank you for your e-mail and for acknowledging the village’s position in this matter. We have formed a committee and we welcome the opportunity to engage with you further.’

c) To note the response received from Bellway Homes on the flooding issues

A reply has now been received from Bellway Homes and has been circulated to all Councillors, the contents of which were noted.

d) To consider the proposals for a pedestrian crossing in Staunton Lane and agree a response

A proposal to install a Zebra crossing in Staunton Lane has been received from B&NES, comments need to be made by 19th April. It was resolved that the Council totally disagree with the location of the proposed crossing and refer them to Policy WV 4.4.of the Neighbourhood Development Plan. The Clerk will discuss this with Kelvin Packer when she meets with him next week.

e) Top discuss the parking issue in Staunton Fields and agree any actions

A resident living in Staunton Fields has raised an issue with cars parking on the grass in the area where the humps are, therefore crushing the bulbs and turning the area into mud. They have requested we place a 'Please do not park on the grass' sign to stop cars parking in this location. After a discussion on this it was resolved that a sign we already have at the cemetery can be moved to this location.

2018/169 CLERKS REPORT

The Clerk has reported the following to B&NES:-

The white road markings around the village, which need repainting, especially the mini roundabout by Sleep Lane/Staunton Lane and the turn right arrow on the A37 into Staunton Lane. An order has been placed to repaint these. A blocked drain in Sleep Lane, which has been cleared. A drain cover missing from a drain on the pathway along Staunton/Stockwood Lane, this is being investigated by B&NES. Fly tipping outside the Playpark, around 12 tyres were left in the layby and a bollard in Sleep Lane which has been knocked down.

A cheque has been received from Zurich Insurance for the fencing at the entrance to the cemetery.

Correspondence

A letter has been received from B&NES regarding renewing the garden waste collection subscriptions. The cost this year has been frozen at £44 but collections will be suspended between 3rd December 2018 and 1st March 2019, as very little garden waste is collected during this period. So this means all waste at the cemetery will have to be put in the skip during this period.

An invitation to St Bernadette's Church 50th Anniversary events has been circulated to all Village Council Members.

Avon & Somerset Police & Crime Commissioner latest Newsletter has been received.

Meetings

A meeting has been arranged with Kelvin Packer to discuss traffic issues in the Village on Weds 18th April at 10.00am.

An invitation to take a look at rural transport has been sent by Timsbury Parish Council, this will be held on Thursday 19th April at 7.30pm.

A further Parish Sweeper scheme meeting is being held on Friday 27th April at 11.30am in Midsomer Norton.

The next Keynsham Area Forum meeting will be held on Monday 30th April at 6.30pm in Keynsham.

The SLCC Regional Conference is being held on Weds 28th November in Axbridge, Somerset, A Broad, M Dury and S Dyer agreed to attend this.

2018/170 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Mr May stated that the Parish Charter was approved at the B&NES Council meeting, this is a document to set out how B&NES Council and Town/Parish Councils should work together.

2018/171 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

Anne Teresa Coles Plot No. H194 Deed No. 1385
(Ref: Anne Kathleen Conway)

Stephanie Jones Plot No. H195 Deed No. 1386
(Ref: Nathan Paul Jones)

Andrew John Smith Plot No. F271 Deed No. 1387
(Ref: Teresa Anne Smith)

Neil Richardson Plot No. G333 Deed No. 1388
(Ref: Stephen Richardson)

Gregory Roberts Plot No. H196 Deed No. 1389
(Ref: Anthony John Roberts)

M Donovan proposed, C Lewis seconded and the meeting duly passed the Exclusive Rights of Burial.

2018/172 FINANCE

a) To note and agree the payment of accounts dated 4th April 2018

It was resolved the schedule of payments dated 4th April 2018, as listed in Appendix B be paid.

b) To consider employing someone to help with CiL, S106 &JSP

A proposal was put forward that we seek professional help with the above additional and at times very complicated and time consuming, issues. Jon Medlin, a planning agent, has been recommended to the Council. It was resolved Councillors will send the Clerk questions to ask Mr Medlin and the parameters we should give him. The Clerk will then speak to him to find out if he is able to help and his fees.

Mr Broad left the meeting and Mr Griffin took the Chair

c) To consider and agree sponsorship for the Village Fete in August

An email has been received from the Fete committee asking for sponsorship at this year's fete. It was resolved to sponsor the following items:-

Programme	500.00
Ferrets for the arena	300.00
Stationery band	50.00
Total	£850.00

The meeting ended at 9.35pm

**The next meeting will be held on Wednesday 2nd May 2018.
This will also be the Annual meeting of Whitchurch Village Council.**

Appendix A

PLANNING APPLICATION LIST – 11th April 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

COMMENTS - 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

12/03/2018

18/01057/VAR

Mr A Dark

Grey House, Staunton Lane, Whitchurch, BS14 0QG

Variation of condition 11 (Plans list) of application 17/03785/FUL (Erection of a new 3 bedroom dwelling with double garage)

OBJECT –

We strongly object to these variations from the permitted 2 storey 3 bedroom dwelling as they are completely different from the original application. This dwelling has been built as a 3 storey, 5 bedroom dwelling, we feel the planning authorisation has been breached, the permission granted by B&NES totally ignored and ask that this is investigated as a matter of urgency.

Policy ST7 B&NES Placemaking Plan states that there should be 3 parking spaces for 4+ bedroom properties plus 0.2 space for visitor parking.

As this is now a 5 bedroom property there is inadequate off street parking/parking spaces provided.

A balcony has been built at the rear overlooking other properties, which is an infringement on existing residents' privacy.

It does not have regard to Policy WV1.1- Village design a) & b), WV 1.4 - Heritage Assets and their Setting and WV4.3 Traffic & Safety in the WVNDP.

Appendix B

MONTHLY PAYMENT OF ACCOUNTS

DATE: 4th April 2018

D/D	British Telecom	Phone/broadband	44.70	7.45
D/D	Water business	Allotment supply	21.32	
D/D	Water business	Cemetery supply	23.29	
Chq	ALCA	Subscription	260.78	
Chq	Various	Salaries, travel expenses NP event, postage.	1,712.41	
Chq	WVCA	Rent & meetings March	225.00	
Chq	B&NES Council	Pension Fund	381.34	
Chq	H M Revenue Customs	Paye & NIC March	373.46	
Chq	Your Solutions (L Gillam)	Maintenance	593.00	
Chq	Zurich	LCAS Seminar	36.00	6.00
Chq	C & R Fencing	Fencing @ cemetery	1,462.80	243.80
Chq	Bateman Skips	Skip @ cemetery	288.00	48.00
Chq	Doveton Press	NP Brochure	110.00	
Chq	GB Sport & Leisure	Inspection & maintenance	187.20	31.20
Total Payments			£5,719.30	£336.45