

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING
HELD IN WVCA HALL ON WEDNESDAY 5th SEPTEMBER 2018**

Present: Cllrs: A Broad (Chairman), R Chandler, M Donovan, M Dury, C Lewis,
P O'Leary, J Pearce, V Perry,
Ward Councillor Paul May, Mrs S Dyer (Clerk) Mrs M Watts (Assistant Clerk)

2018/67 PUBLIC PARTICIPATION

A Councillor reported that the public footpaths on the lane owned by Robert Hitchens have now been fenced off and barbed wire put on top. A question was raised whether this is allowed and the effect it could have on wildlife.

Overgrown vegetation was reported on several footpaths in the village, the footpath which runs the length of the Witheys and one from Bristol Road through to St Nicholas Road.

Ward Councillor Paul May arrived at 7.50pm.

The problem of parents parking in the carpark owned by the United Reformed Church and used by people attending activities in the Church and Whitchurch Community Centre has again been brought to the attention of the Village Council.

This is an ongoing problem and a suggestion was made that this is reported to the school and perhaps a walking bus can be set up from the Maes Knoll car park to the school.

2018/68 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Cllrs: M Godwin, T Griffin & N Kirk, who are unable to attend the meeting due to family commitments, these apologies were agreed by all those present.

**2018/69 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH
VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

None received.

**2018/70 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2018/71 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL
MEETING HELD ON 1st AUGUST 2018**

The minutes of the meeting held on 1st August 2018, previously circulated, were agreed and signed as a true record of the meeting, by Mr A Broad (Chairman)

**2018/72 TO CONSIDER PLANS FOR THE CHRISTMAS LIGHTS AND SWITCH ON
EVENT AND AGREE THE WAY FORWARD**

The switch on event, which is on Friday 30th November 2018, was discussed at length with several suggestions agreed, Colette Lewis will contact the school to see if they will have a choir to sing at the event this year, as the teacher who ran the choir has left and the Clerk to contact SAS (Bristol) to see if they have any kind of staging we can hire, together with an extra 10 meters of safety barrier and 2 cones with flashing lights for the road closure. It was felt the cost of £659.00 for two people to come and switch on the columns' at the same time as the lights on the Christmas tree was too excessive.

A meeting will be arranged at the end of October with all the volunteers involved in this event to discuss the arrangements in more detail.

The Chairman asked if the review of the website could be carried out at the end of the meeting and this was agreed by all present.

2018/73 TO REVIEW THE WEBSITE, VIEW PHOTOS TO BE ADDED AND CONSIDER CLOSING DOWN THE OLD SITE

Due to the meeting over running there was not time to review the website fully, a vote of thanks was expressed to Mae Haines, a Year 11 pupil who lives in the village and who has taken lots of photos of places/items in the village to be put on the new website. It was agreed the old site should be taken down and redirected to the new one. The Clerk will arrange a meeting with Martin Francis to discuss this further.

2018/74 TO RECEIVE AN UPDATE REGARDING CiL EXPENDITURE

Jon Medlin has now contacted B&NES on behalf of the Village Council regarding the S106 funds held by them with the reasons why we feel it should be spent to enhance the existing Playpark and not be spent on a new play provision in the village, we await a reply. District Councillor Paul May confirmed that he has asked Lisa Bartlett & Simon De-Beer and they have confirmed that the 15% of CiL funds we receive at present, from the new development at Horseworld, can be used for professional advice relating to development.

2018/75 TO ADOPT THE COUNCILLOR PRIVACY NOTICE AND SECURITY CHECKLIST IN RELATION TO GDPR

A copy of the Councillor Privacy Notice and Security Checklist was given to all Councillors present, which they read and signed. It was resolved to adopt the policies in line with NALC recommendations.

2018/76 PLANNING AND TRAFFIC

a) To note the current Planning Application list.

The current Planning application listed in Appendix A, previously circulated to all Councillors was noted.

b) To receive any updates and agree attendees to the New Communities Group workshop regarding the Strategic Development Location proposed in the village (JSP) & NPPF training

Paul May spoke regarding the fact sheet which has been prepared by the Planning Policy Team, B&NES Council, to set out key information on the proposed Strategic Development Location south of Whitchurch Village.

A recent meeting was held with the Community Group but unfortunately no one from the Village Council was able to make it, a suggested list of Terms of Reference have been drawn up for Jonathan Medlin.

A workshop has been arranged for all Whitchurch & North Keynsham New Communities Group members on Monday 1st October between 4-7pm, at Somerdale Pavilion. It was agreed that Rachel Chandler & Vi Perry will attend this and the invitation will be extended to Jonathan Medlin also.

A revised NPPF training session has been arranged for Parish/Town Councils on 9th October from 10.00am-12 noon in the Guildhall, Bath. Tony Griffin may be able to attend this, the Clerk to check with him.

c) To discuss the recent emergency road closures and agree any actions required

The Clerk explained the problems which occurred when Staunton Lane was closed recently for an emergency repair by Bristol Water and also an emergency repair was carried out by Western Power on the main Bristol Road, with temporary traffic lights installed, both which caused traffic chaos around the

village. It seems as though the village council are advised of planned works and road accidents but not when utility companies close/block roads for emergency repairs. It was agreed the Clerk will contact the Street works department at B&NES to ask what their procedures are in these situations.

2018/77 CLERKS REPORT

An enquiry has been received from a resident about the markers in the fields owned by Robert Hitchens and has been advised that as far as we are aware the developer is fencing off the public footpaths, which they entitled to do. I have also been in touch with the Ramblers Association regarding this, as agreed at the last meeting.

A post has been put on Next-door Whitchurch Village that the Village Council are going to shut down the Playpark in Norton Lane and build a replacement on the humps in Staunton Field. The Clerk has spoken to the person and explained that this is not true and the post has subsequently been removed.

B&NES Council have advised that the order to introduce 'No Waiting' in lengths of Staunton Lane will come into operation on 10th September.

Sleep Lane will be closed from its junction with Hamilton Way for the connection of a new water main by Bristol Water on 10th September for a maximum of 3 weeks.

The Clerk has e-mailed the British Legion to request a meeting to discuss the event to be held on 11th November, as plans need to be made regarding this.

Correspondence

The recommendations have now been made by The Local Government Boundary Commission of the electoral review of B&NES. There is no change in Whitchurch Village.

Meetings

Bristol Airport's Summer Event will take place on Thurs 13th September at 6pm for 6.30pm.

B&NES, ALCA group meeting is on Weds 19th September, 7.30pm in Saltford Hall.

An invitation has been received to the NHS B&NES Clinic Commissioning Group AGM, on Thurs 20th September, Somerdale Pavilion, Keynsham.

Chew Valley Area Forum in on Monday 24th September, 6.30pm Chew Valley School.

Keynsham Area Forum on Tuesday 25th September in Keynsham.

Avon Local Councils' Association is holding it AGM on Saturday 6th October from 10.30-12noon, Conygre Hall, Timsbury

Cllr John Pearce is attending a 'Being a Good Councillor' training session on Sat 27th October, Saltford Hall.

2018/78 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Paul May explained that a resident living close to the new development has had a problem with walls cracking, Bellway Homes & B&NES Council are looking into this. It has also highlighted how large the attenuation pond has been dug on the site.

B&NES Council have agreed to appoint an outside contractor to deal with litter.

2018/79 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

Michael John Gwyther Plot No. F138 Deed No. 1393
(Ref: Donald Brian Gwyther)

M Dury proposed, J Pearce seconded and the meeting duly passed the Exclusive Rights of Burial.

b) To note the arrangements for allotments on the Horseworld development site

A lady who is due to move onto the Barratt Homes on the Horseworld site telephoned to ask how she could put her name down for an allotment on this

development. The Clerk contacted B&NES and this is the information received:-

A Landscape Scheme Management Plan has been approved as part of the S106 Legal Agreement for the development which states that the allotments will be managed by the Residents' Management Company and SDL Bigwood has been appointed as the managing agents. Allotments will be allocated to residents on a first come first served basis. The developers should have this information to pass on to their clients.

c) To consider installing more benches at the Playpark

A request has been made from a resident for more benches to be placed at the Playpark. It was resolved to wait until next spring and make a decision then.

2018/80 FINANCE

a) To note and agree the payment of accounts for September 2018

It was resolved the schedule of payments dated 5th September 2018 as listed in Appendix B be paid.

b) To receive a report on the Finance Committee meeting and agree recommendations made regarding the completion of the limited assurance review for the year ended 31st March 2018, budget figures to date, review of the Financial Regulations, review of the LGPS Discretions Policies, a request from Bristol Barbarians RFC for CiL funds, grant applications received for, Bristol Barbarian RFC, Chew Stoke Community First Responder Scheme, St Nicholas Pre-School & Freelance Mum

Mark Dury gave a report on the Finance meeting held on 29th August in the absence of Nick Kirk, Chairman.

The Government intends to continue the deferral of setting referendum principles for town/parish councils, but encourages parish councils to continue the downward trend, this was noted.

The completion of the Audit for the year ended 31st March 2018, was noted. Earmarked reserves were also discussed at length and the need to put actual figures in place for the upkeep of the cemetery when there is no longer a regular source of income. It was resolved that the Clerk will prepare a cemetery review for the next Finance meeting with income/expenditure figures for the last five years and details of how much longer we can expect the cemetery to bring in a substantial income.

It was noted that Cil payments received are also earmarked reserves but they have to be spent within a limited time.

The first five months figures were checked and it was agreed they were in line with the budget figures.

The Financial Regulations were reviewed and a discussion was held regarding the limits set for estimates and quotes. The Clerk has checked the Model Regulations and it was resolved to keep them as they are at present.

The LGPS discretion policies were reviewed, and it was agreed to that they are all in order at the present time and no changes are required.

A letter and other information has been received from Bristol Barbarians RFC requesting a grant of £25,000 from the Cil funds the village council have received, towards a project to build a new clubhouse. After a long and detailed discussion it was resolved to send a letter acknowledging this request and stating – 'we have a limited amount of Cil funds available and are therefore not in a position to make a decision on this at the present time, but will hold your application on file'.

Grant Applications- After careful consideration it was resolved to recommend the following grants are awarded:-

Bristol Barbarian RFC - request something more specific than assistance with maintenance, up to a value of £200.00

Chew Stoke Community First Responder Scheme - £200.00

St Nicholas Pre-School - £150.00

Freelance Mum – Nil

It was resolved to accept all the recommendations made by the Finance Committee Members.

The meeting ended at 9.50 p.m.

The next meeting will be held on Wednesday 3rd October 2018.

Appendix A

PLANNING APPLICATION LIST – 5th September 2018

APPLICATIONS

31/05/2018

Mr & Mrs Pullin

18/02347/FUL

11 Churchways, Whitchurch, BS14 0PL

Erection of 3 bed detached adjacent to existing dwelling following removal of existing garage.

OBJECT - The proposed dwelling will cause an overdevelopment of this site with a cramped appearance and not enough space for the required parking spaces.

25/06/18

Whitchurch Primary School

18/02445/REG03

22 Bristol Road, Whitchurch, Bristol, BS14 0PT

Erection of new classroom block with associated works, installation of external door into existing school facade and incorporation of unused land into school grounds with change of use to D1.

COMMENTS – there needs to be a safe route created into the rear of the school grounds from the cycle path to encourage people from the new Horseworld development and Staunton Fields areas of the village to walk to school as planned in the application.

Concerns regarding the reduction of green open space and the detrimental effect this will have on pupils of Whitchurch Primary School.

06/07/18

Bellway Homes Ltd

18/02898/FUL

Horseworld, Staunton Lane, Whitchurch, BS14 0QJ

Erection of 5no. residential units (including affordable housing) together with associated parking, highways and landscaping works.

OBJECT - To this application on the grounds that it was originally designated as an area for 'a new early year's facility'.

A new facility has been provided by private provider in the village but it is situated on a busy road and a considerable walk from the development site with no safe walking route provided, also there is no guarantee that it will be sufficient to meet the needs of the 200 homes and residents of the new development sites.

If this area is not used as an early years facility it should be reserved for a community provision or as a social amenity area as identified in the Whitchurch Village Neighbourhood Development Plan.

19/07/18
18/03140/FUL

Mr Hunt
Greenacre, Staunton Lane, Whitchurch, BS14 0QL
Erection of first floor extension
SUPPORT this application

08/08/18
18/0523/LBA

Whitecroft Developments
5 Staunton Manor Courtyard, Whitchurch
External alterations to include demolition of staircase
SUPPORT this application to remove the redundant external staircase.

RESULTS

23/05/2018
18/01845/FUL

Mr Jan Birenet
Avon Accident Auto Repair Garage, Staunton Lane, Whitchurch
Erection of 8no. dwellings with associated soft/hard landscape works, access improvements, parking and drainage following demolition of existing buildings.
**OBJECT – Within the RA1 & RA5 of the approved Core Strategy the village has fulfilled its housing need and there is no evidence to indicate that more housing is required at the expense of employment, especially 4 bed dwellings which will be provided on the adjacent Horseworld development. Policy WV 1.5 Retain employment in the village
It is outside the Housing Development boundary. WV 2.1 b)**
REFUSED

31/07/2018

08/06/18
18/02318/LBA

Whitecroft Developments Ltd
Horseworld, Staunton Lane, Whitchurch, BS14 0QJ
Amendments to existing ground floor window opening at rear of building 'D' (approved in application 16/03744/LBA)

07/08/18

CONSENT GRANTED

25/06/18
18/02717/FUL

Mr Dean Carnevale
5 Lines Way, Whitchurch, BS14 0TT
Erection of a first floor side extension
PERMITTED

Appendix B

MONTHLY PAYMENT OF ACCOUNTS

DATE: 5th September 2018

D/D	British Telecom	Phone/broadband	53.36	8.89
Chq	PFK Littlejohn LLP	Audit charges	480.00	80.00
Chq	Various	Salaries, postage, travel expenses, stationery, office equipment, refreshments	1,623.42	
Chq	WVCA	Rent & meetings August	220.50	
Chq	B&NES Council	Pension Fund	370.94	
Chq	H M Revenue Customs	Paye & NIC August	292.68	
Chq	Your Solutions	Maintenance	755.00	
Chq	Nibra signs Ltd	Signs playpark/allotments	45.00	7.50
Chq	Bateman Skips Ltd	Skip @ fete	270.00	45.00
Chq	B A Leach	Plants & compost planters	18.35	
Chq	Your Solutions	Water planters	75.00	
		Total Payments	£4,204.25	£141.39