

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING  
HELD IN WVCA HALL ON WEDNESDAY 7<sup>th</sup> NOVEMBER 2018**

Present: Cllrs: T Griffin (Vice Chair), R Chandler, M Donovan, M Dury, M Godwin,  
N Kirk, C Lewis, P O'Leary, J Pearce, V Perry,  
District Cllr Paul May, Mrs S Dyer (Clerk) Mrs M Watts (Assistant Clerk)  
& two members of the public.

**2018/98 TO ELECT A CHAIRMAN OF THE COUNCIL AND RECEIVE  
THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

Vice Chair Mr Griffin took the Chair and agreed to stand in as Chairman for the next two meetings for continuity, this was agreed and this item will be put on the agenda in January 2019.

It was suggested and agreed that the role of the outgoing Chairman is reviewed, so that the jobs he undertook can be discussed and reallocated, the Assistant Clerk will start to make a list of these.

**2018/99 PUBLIC PARTICIPATION**

A member of the public spoke about the recent planning application to build five additional dwellings on the Bellway site, which has been deferred at present and also offered to get the media involved with the proposals for Whitchurch Village as a strategic development location.

The Chairman thanked her for her offer and this will be discussed later in the meeting. Councillors advised that the dog waste bins in the Bristol end of the cycle track have not been emptied and that the recycling has again not been collected in Staunton Lane, this has now happened on several occasions.

Two members of the public left the meeting.

**2018/100 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

None, all present.

**2018/101 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER  
WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT  
(ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

None received.

**2018/102 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS  
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2018/103 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL  
MEETING HELD ON 3<sup>rd</sup> OCTOBER 2018**

The minutes of the meeting held on 3<sup>rd</sup> October 2018, previously circulated, were agreed and signed as a true record of the meeting, by Mr T Griffin (Chairman)

**2018/104 TO RECEIVE AN UPDATE ON THE COUNCILLOR VACANCY**

B&NES have today confirmed that they have not received any requests for an election, so the Village Council can go ahead with co-option. The vacancy can now be advertised,

Councillors will speak to residents at the two planning events coming up regarding the vacancy. The closing date will be 31<sup>st</sup> December 2018.

**2018/105 TO RECEIVE AN UPDATE ON THE MILLENNIUM CLOCK INSTALLATION AND AGREE THE QUOTE RECEIVED**

An updated quote, which was the same as the last one, has been received and it was agreed a cheque is drawn up for this amount for when the development is near completion and the clock can be installed. Western Power have advised that 4 weeks' notice is required for their work.

**2018/106 TO CONSIDER AND AGREE DATES FOR MEETINGS AND EVENTS IN 2019**

A list of dates has been drawn up, most are the first Wednesday of each month except the May meeting, as there will be elections on 2<sup>nd</sup> May 2019, it is expected the meeting can be held on the 8<sup>th</sup> May but the Clerk will check on this. It was resolved the Christmas Lights switch on will be Friday 6<sup>th</sup> December 2019 and Have a Field Day on Saturday 13<sup>th</sup> July 2019.

**2018/107 TO CONFIRM ARRANGMENTS FOR THE CHRISTMAS LIGHT 'SWITCH ON' AND COMPETITION, CONSIDER THE QUOTES FOR INSTALLING EXTRA LIGHTS AND THE COST OF TWO CHRISTMAS TREES, AGREE ANY FURTHER ACTIONS REQUIRED**

The Clerk gave an update on the arrangements so far, Whitehall Garden Centre will donate one 12ft Christmas tree and we can buy the other one at cost price of ninety pounds. The quote to put the lights on these from Blachere was felt to be too expensive so four volunteers will do this. Meet at 5.30p.m. 30<sup>th</sup> November to set up.

A meeting has been arranged for Weds 14<sup>th</sup> November at 7pm to which all the volunteers involved in this event have been invited to go through the arrangements in more detail.

**2018/108 TO CONSIDER ENTERING A CHRISTMAS ANGEL TO DISPLAY IN ST BERNADETTE'S CHURCH IN DECEMBER AND AGREE A BUDGET FOR THIS, IF APPLICABLE**

It was agreed to go ahead with this with a budget of £50.00. Mrs Perry already has material which can be used and is happy to coordinate this with the help of Colette Lewis.

**2018/109 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 consider and agree a response to planning application No.18/04717/FUL, 25 Churchways, Whitchurch.**

**Replacement of existing conservatory with extension to rear of property.**

The application was considered and it was agreed to support this application.

**c) To receive update's on the B&NES Local Plan, JSP/JTP and note the date of B&NES consultation event, agree date/funding for a public meeting and any further actions required.**

Paul May gave an update on the consultation events and plans for a public meeting on Tuesday 27<sup>th</sup> November. This item was discussed at length, it was agreed by all councillors to go ahead with a public meeting, it will be named 'Important Village Planning Event', will be held from 7.30pm – 9.00pm in the Whitchurch & Pensford Royal British Legion, chaired by Paul May with other members of the Village Council, Neighbourhood Plan Forum and Jonathan Medlin in attendance and fully briefed to answer any questions. Details will be available on how residents can respond to the consultations.

**d) To consider requesting single yellow lines in Staunton Lane.**

It was resolved that after the recent accident in Staunton Lane, single yellow lines should be requested on both sides of the road up to the cycle path to make the road safer.

**e) To receive a report on the NPPF training session and note the date of CiL training and agree attendee's**

Mr Griffin attended the NPPF training session, of which all the rules for Policy and Planning must align with. It was resolved that the Clerk & Nick Kirk will attend the CiL training event on Thursday 6<sup>th</sup> December from 6pm -7.30pm in Keynsham.

**2018/110 CLERKS REPORT**

Rachel and the Clerk met Dave Dixon, B&NES Council to show him the fencing put up in the fields owned by Robert Hitchens where deer are getting stuck, he promised to liaise with District Cllr Paul May with the possibility of writing a joint letter to them.

The repainting of the white lines in areas of the village where the roads have been resurfaced have now been completed.

Staunton Lane & Sleep Lane will now be closed at night from 12<sup>th</sup> November for resurfacing work to be completed.

The old website has now been closed down and redirected to the new site.

A request has been made to exhume a body from Whitchurch Cemetery, after making many phone calls to find out the exact procedure, the information is now to hand if/when this is carried out.

**Correspondence**

A letter has been received from David & Clare Morris from Whitegate Nurseries, which was read out, advising that as they have closed the Garden Centre they will not be in a position to look after the Millennium Garden any more.

The owner of Dean Organ & the Music Box Shop has advised that on the night of Tuesday 30<sup>th</sup> October a purple business rubbish sack was stolen from outside their property.

B&NES require an independent member for their Standards Committee, which oversees the delivery of high standards of behavior by its councillors. If you would like more information on this role, the Clerk has further details.

A Flood Alleviation Scheme is being implemented in Scotland Lane so it will be closed with effect from 5<sup>th</sup> November 2018 until early spring 2019.

Open Spaces Society has produced a draft of its next strategic plan for the period 2019-2024 and would welcome any comment on it.

CPRE Avonside Annual Review has been received, the branch AGM is on Saturday 24<sup>th</sup> November in Thornbury.

Fields in Trust Autumn/Winter newsletter has been received and Local Flood Rep News from B&NES and details on how to report flooding.

**Meetings**

An invitation has been received from Whitchurch Fete Committee to their presentation evening on Weds 22<sup>nd</sup> November.

Cllr John Pearce is attending 'Being a Good Councillor' training on Saturday 24<sup>th</sup> November at Bradley Stoke.

The next Chew Valley Area Forum is on Monday 26<sup>th</sup> November & the Keynsham Area Forum on Monday 3<sup>rd</sup> December.

This year's Annual Parish Online mapping evening is being held on Tuesday 27<sup>th</sup> November in Bath Spa University starting at 6.30p.m.

There is now a space on the South West England Regional Training Seminar on Weds 28<sup>th</sup> November.

### **2018/111 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

Paul May gave an update on the Clean Air Zone for Bath, which is being consulted on until 26<sup>th</sup> November, this includes proposals to charge non-compliant cars, taxis and LGV/vans £9 per day and £100 for buses, coaches and HGVs for driving within the clean air zone. Rachel Chandler will make representation on behalf of the council on these proposals. Paul explained that road improvements have been agreed for Pensford Hill, which will require the road to be closed.

### **2018/112 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

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

Winnifred May Carpenter                      Plot No. G337                      Deed No. 1394  
(Ref: Brian George Carpenter)

Mary Patricia Pugh                              Plot No. G336                      Deed No. 1395  
(Ref: Alastair Henry John Pugh)

Peter Conway                                      Plot No. G338                      Deed No. 1396  
(Ref: Annie Teresa Conway)

Jane Sharon May                                      Plot No. F273                      Deed No. 1397  
(Ref: Richard Ivor Gordon May)

Sean Peter Flanagan                              Plot No. D70                      Deed No. 1398  
(Ref: Richard Daniel Flanagan)

C Lewis proposed, V Perry seconded and the meeting duly passed the Exclusive Rights of Burial.

#### **b) To receive an update on purchasing plants for the planters and the Millennium Garden and agree the costs of these**

Cllrs N Kirk & M Dury have spoken to Whitehall Garden Centre and they are not interested in planting the Millennium Garden and advertising their business there. The Clerk has spoken to Lee Gillam – Your Solutions, who carries out the maintenance in the village and he is happy to plant and maintain the garden and advertise his business there. It was agreed that Lee Gillam should go ahead with this. Whitehall Garden Centre will give a 10% discount on any plants purchased for the planters. It was agreed that the Clerk & N Kirk will visit the garden centre to purchase the plants and then a group of volunteers will plant them as before.

## **2018/113 FINANCE**

### **a) To note and agree the payment of accounts for November 2018**

It was resolved the schedule of payments dated 7<sup>th</sup> November 2018 as listed in Appendix B be paid.

### **b) To receive an update on the S106 Green Space contribution and agree the way forward with this**

B&NES have at last confirmed, that following the Village Council reaffirming its commitment to delivering a park enhancement project at the Norton Lane site, The S106 green space funding currently being held by the B&NES Parks & Green Service can be used for the purpose of this project. Jonathan Medlin has assisted the village council with this. It was agreed to put this item on the January 2019 agenda to agree the way forward with this project.

## **2018/114 TO RECEIVE AN UPDATE ON LIGHTING THE BEACON TO MARK THE 100 YEAR ANNIVERSARY OF THE END OF WW1**

The British Legion have ordered a couple of banners advertising events on 11<sup>th</sup> November including the lighting of the beacon, the Clerk has put together a notice and this has been put on the noticeboards, website and Facebook. The beacon will be prepared on Saturday morning, barriers put in place etc. It was agreed to meet at 6.pm on the 11<sup>th</sup> November to set up in conjunction with the British Legion.

## **2018/115 TO NOTE THE REPORT ON THE PARISHES LIAISON MEETING**

This report on the meeting attended by the Clerk, which had been previously circulated, was noted.

The meeting ended at 9.55 p.m.

**The next meeting will be held on Wednesday 5<sup>th</sup> December 2018.**

**Appendix A  
PLANNING APPLICATION LIST – 7<sup>th</sup> November 2018  
APPLICATIONS**

06/07/18  
18/02898/FUL

Bellway Homes Ltd  
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.**

04/09/18  
18/03703/FUL

Persimmon Homes  
Land Rear of 7 & 8 Staunton Way, Whitchurch  
Erection of four two storey dwellings  
**We note that the Bat activity report & Reptile survey were carried out in November 2014, which is four years ago, these should be updated and subject to nothing detrimental being raised, we have no objections to this application. In view of the existing planning permission, which has lapsed due to development not taking place within the agreed timescale, we would ask that a condition is added that if the site is not developed straight away the land is cleared and fencing erected as soon as possible.**

24/10/2018  
18/04717/FUL

Mr & Mrs Michael Parsons  
25 Churchways, Whitchurch, BS14 0PL  
Replacement of existing conservatory with extension to rear of property

## RESULTS

25/06/18  
18/02445/REG03

Whitchurch Primary School  
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.

**PERMITTED**

## Appendix B

### MONTHLY PAYMENT OF ACCOUNTS

DATE: 7<sup>th</sup> November 2018

D/D	Water	Water @ Cemetery	67.46	
D/D	Water	Water @ Allotment site	140.20	
D/D	British Telecom	Phone/broadband	74.66	12.44
D/D	CPRE	Membership	36.00	
Chq	B&NES Council	Road closure Xmas Lights	155.00	
Chq	Western Power Distribution	Electricity supply Millennium Clock	1,580.40	263.40
Chq	Various	Salaries, travel expenses, postage, refreshments	1,542.21	
Chq	WVCA	Rent & meetings October	252.00	
Chq	B&NES Council	Pension Fund	387.29	
Chq	H M Revenue Customs	Paye & NIC October	299.77	
Chq	Your Solutions	Maintenance	1030.00	

Chq	Martin Francis	Website	132.00	
Chq	Classic Memorials	Installing cremation slabs	360.00	60.00
Chq	Kn office supplies	Stationery	207.49	34.58
Chq	Bateman Skips	Skip at cemetery	288.00	48.00
Chq	Whitchurch & Pensford RBL	Hall hire	60.00	
		<b>Total Payments</b>	<b>£6,612.48</b>	<b>£418.42</b>