

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING
HELD IN WVCA HALL ON WEDNESDAY 2nd OCTOBER 2019**

Present: Cllrs: T Griffin (Chairman), S Bryant, R Chandler, M Donovan, M Dury, C Lewis, P O'Leary, P Orchard, J Pearce, V Perry, Mrs S Dyer (Clerk), Mrs M Watts (Clerk Assistant), District Councillor Paul May, and a representative from St Nicholas Pre-school.

2019/78 PUBLIC PARTICIPATION

Grant cheques were issued to representatives from St Nicholas Pre-school and Whitchurch Cricket Club, youth section, the recipients explained briefly what the funds will be spent on and it was stated by the Chairman what excellent facilities they provide for the village.

Comments have been received on the new gateway signs installed and how good they look and that they also reiterate the 30mph speed limit.

2019/79 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Cllr N Kirk who is unable to attend the meeting due to family commitments. This apology and the reason for non-attendance was accepted by all present at the meeting.

**2019/80 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH
VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

None received.

**2019/81 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2019/82 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL
MEETING HELD ON 4th SEPTEMBER 2019.**

The minutes of the meeting held on 4th September 2019, previously circulated, were agreed and signed as a true record of the meeting, by T Griffin (Chairman).

A member of the public left the meeting at 7.35pm.

**2019/83 TO CONSIDER A PROPOSAL FROM A RESIDENT TO SET UP A
COMMUNITY LIBRARY BOX AND AGREE ACTIONS REQUIRED**

A resident was coming along to this evenings meeting to set out her proposal but unfortunately she is unwell but has sent a copy of the proposal to the Clerk. This was read out – the proposal is to have a small free community library box in Whitchurch Village to give free 24hr access to a range of adult and children's books to inspire reading and promote community. Everyone can take a book and/or leave a book. The resident will check the library twice weekly, clean and restock the library as needed and provide a note book for comments and notes.

It was resolved that everyone was in favour of this proposal. Locations were discussed and types of boxes which can be used. The Clerk to contact Library Services in B&NES to see if they can help with this.

2019/84 TO RECEIVE A REPORT ON THE 'COMMUNITY CLEAN UP' HELD AND CONSIDER PURCHASING EQUIPMENT TO ASSIST VOLUNTEERS WHEN LITTER PICKING

A 'Community Clean up' was held on Saturday 21st September, 16 volunteers came along to clear areas of the village, the Clerk thanked all those who helped. B&NES no longer drop the equipment to us, the Clerk collected it from Keynsham Wombles, B&NES collected the rubbish after the clean up. Some residents have expressed an interest in collecting rubbish from around the village on a regular basis, it was suggested we purchase our own equipment, so we can use it whenever we like. The Clerk to enquire whether B&NES can supply any equipment for this and to check insurance details for those carrying out regular litter picks.

It was also suggested we ask B&NES for some 'do not drop litter' signs to be placed on the main roads through the village.

2019/85 TO RECEIVE AN UPDATE ON THE MILLENNIUM CLOCK AND AGREE ANY FURTHER COSTS

The clock has been delivered to Coffin Clocks in Keynsham to repaint, service etc. as agreed last month. We now have an issue with the contractor we planned to carry out the work to install the clock asking us to obtain the utility plans and road opening licence. It was agreed to ask B&NES for details of a contractor they would use for this kind of work, who can arrange for the suitable license and relevant plans themselves.

2019/86 TO NOTE DETAILS OF THE OWNERSHIP OF THE WHITCHURCH VILLAGE COMMUNITY CENTRE

The Clerk has found the deeds to the WVCA stored in her office and they confirm that the legal owner is the Parish Council, who hold the centre as Trustees for the WVCA. Tony Griffin agreed to look at the deeds in more detail.

2019/87 TO RECEIVE ANY UPDATES ON ORGANISING VE DAY 75 CELEBRATIONS AND AGREE THE WAY FORWARD

We are waiting to hear if a resident can help with this, the British Legion have not yet been approached, Whitchurch Cricket Club are happy to get involved and for their facilities to be used on Friday 8th May. It was suggested to ask some residents who organised previous celebrations held in the village, if they would like to be involved in the celebrations for VE day 75.

2019/88 TO AGREE PLANS FOR THE CHRISTMAS LIGHTS SWITCH ON EVENT AND AGREE ACTIONS REQUIRED

The road closure application has been sent off, the Salvation Army may not be able to attend they will let me know, it was agreed to put up two twelve feet Christmas Trees again this year, extra bollards are required, the usual residents will be asked to help, ask the school if their choir will sing as usual. A meeting will be held on 29th November to run through the event, meet at 5.30pm on 6th December to set up, the Christmas Lights competition will be judged on Weds 11th December.

2019/89 TO REVIEW THE HEALTH AND SAEFTY POLICY TOGETHER WITH THE EMPLOYEE RISK ASSESSMENT

The policy was reviewed, a Councillor asked if either member of staff were First Aid trained, which they are not. If you have between 5-50 staff you should have one member of staff who is trained. The Clerk to enquire with ALCA what the position is with only two members of staff.

2019/90 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 note the letter received the JSP Examination

The contents of the letter, previously circulated, were noted. Paul May gave an update on the current situation, he is still pressing for the plans for the road to be dropped by WECA. He has been in contact with Tim Ball and Sarah Warren, B&NES regarding their plans and will continue to keep the pressure on.

2019/91 CLERKS REPORT

The two new gateway signs have been installed together with the new cemetery sign. The two benches for the Millennium Garden have been delivered and will be installed shortly.

Damage to the fencing and gate at the Playpark took place over the weekend, the Police have been informed and Lee has installed a new gate and mended the fencing.

The Clerk attended the exhumation at the cemetery at 5.30.am, as reported last month, all went as planned.

Gibbet Lane will be temporarily be closed to enable Bristol Water to replace a leaking stop tap, on 7th October for a maximum of 3 days.

Queen Charlton Lane, from its junction with Woollard Lane to the entrance of 'Furthermead' will be temporarily closed to facilitate development works by Sun Traffic Ltd on 21st October

B&NES have advised there has been one comment on the Traffic Regulation Order advertised for Staunton Lane, therefore these works will be implemented as planned.

Meetings

The Clerk attended the Society of Local Council Clerks meeting in Frome on 27th September and gave a brief report on this.

ALCA Annual General Meeting is being held on Saturday 5th October at Flax Bourton Village Hall starting at 10.30a.m.

The next Parishes Liaison meeting is being held on Weds 30th October in Keynsham starting at 6.30pm.

2019/92 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Paul explained that Publow with Pensford have employed a new Parish Clerk, who he will meet next week. He has met with Paul Gerrod, B&NES to discuss several issues as promised. He gave an update on these which included the suggested no right turn from the Maes Knoll car park, which could not be implemented as it is a private company and would not be able to be enforced, he again explained that another crossing in the centre of the village could not be installed due to the close proximity to the existing crossing by the school, it would cost £13,000 to install advisory 20mph on A37 at school times, it was agreed that at these times the traffic cannot drive any faster than this anyway due to cars parked along the A37.

Paul agreed to request B&NES Traffic Enforcement officers visit the village, during school arrival and home times, to put a stop to illegal parking on double yellow lines around the village at these times, which cause safety issues to all pupils at Whitchurch Primary School.

Cllr C Lewis left the meeting.

2019/93 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

None this month.

Paul May left the meeting

b) To receive an update from the Playpark improvement Working Party meeting and agree actions required.

The Clerk gave an update on the meeting held on Wednesday 25th September, seven Councillors and one resident attended. The questionnaire was revised slightly, this will now be used for collecting comments on the plans at Whitchurch Primary School parent's evenings on 7th & 9th October, St Nicholas Pre-school on Weds 16th & 18th October and Matt will organise a survey to be put on the website together with the plans.

A long discussion was held on the MUGA (Multi-Use Games Area) and where it should be situated, whether planning permission is required, if it will be used.

It was agreed to go ahead with the refurbishment of the play equipment as planned and to carry out a feasibility study on what young people in the village want, before proceeding further with the MUGA or something else. It was suggested the uniformed groups should be visited to get their opinions.

It was suggested that all Village Council Members and staff should have DBS checks and perhaps invest in T-shirts printed with our logo on them, the Clerk to investigate further.

2019/94 FINANCE

a) To note and agree the payment of accounts dated 2nd October 2019

It was resolved the schedule of payments dated 2nd October as listed in Appendix B be paid and that Cllrs R Chandler & C Watson signed the cheques.

b) To receive information on S106 money received from B&NES and consider projects to spend the funds on

Money has been received for Youth Provision from B&NES from the Hamilton Way development, the Clerk has a meeting on Friday 4th Oct with Sara Dixon from B&NES, so will find out more about what the funding can be spent on.

2019/95 TO NOTE THE REPORT ON THE B&NES AREA GROUP MEETING AND RECEIVE A REPORT ON THE CHEW VALLEY FORUM

The report on the B&NES Area Group meeting of ALCA, attended by the Clerk and previously circulated, was noted.

Mark Dury gave a brief report on the Chew Valley Area and how the Climate Emergency was discussed.

The meeting ended at 9.35 p.m.

The next meeting will be held on Wednesday 6th November 2019

**Appendix A
PLANNING APPLICATION LIST – 2nd October 2019
APPLICATIONS**

17/07/2019 19/03138/FUL	<p>ROMO Ltd Land Rear of 7 and 8 Staunton Way, Whitchurch Erection of 6no 2 bed dwellings and 1no bed dwelling OBJECT - Although we are not opposed to development on this site, it is felt that the application for 7 dwellings is an over-development of the site. NP Policy WV 1.1 - Village Design should be taken into account, as we believe this development would cause a cramped appearance and is not taking into account adequate scale, spacing and layout of the site. If B&NES are mindful to permit this development conditions should be included on construction traffic, deliveries to the site and construction times set out, due to it's close proximity to existing dwellings and the affect it will have on existing residents.</p>
09/09/2019 19/03580/VAR	<p>Bristol Barbarians RFC Norton Lane, Whitchurch, BS14 0BT Variation of condition 4 (plans list) of application 17/02398/FUL (Erection of new club house, facilities and associated works) SUPPORT this application which is a reduction in size to the original application approved.</p>
09/09/2019 19/02919/MINW	<p>Resourceful Earth Ltd, Charlton Field Lane, Queen Charlton A revised layout and design to the existing AD Plant (approved under `13/04126/MINW) with removal of all bund walling, ponds and soli & stock piles on site with introduction of hard standing, parking, bund walling, silage clamps CNG gas compressing compound, digestate storage bunker etc. OBJECT - Whitchurch Village Council support the comments of Compton Dando Parish Council. "Until the matters raised by B&NES Council Landscape Environments Team and Drainage and Flooding Team are addressed, and a full Environment Impact Assessment together with the ecology reports detailing bat roosting and feeding zone information are also addressed, the Village Council feel unable to consider the application fully. Matters relating to highways and traffic safety implications highlighted in the Highway Development Control response, also need addressing in order for the Village Council to fully consider the application." At this stage we would not wish to see increased HGV traffic along local country lanes. Our local councillor Paul May will be meeting with Chris Gomm to further discuss this application to include neighbouring areas.</p>
13/08/2019 19/03634/OUT	<p>Mr Rice The Barns, Lyons Court Farm, Church Road, Whitchurch Outline application for the erection of a single dwelling</p>

OBJECT – This is in the Green Belt and has not been altered as part on the JSP and has no special circumstances. It is outside the Housing Boundary and is contra to the Neighbourhood Plan.

RESULTS

30/08/2019
19/03854/FUL

Mr C Bradbury
Willow Cottage, The Witheys, Whitchurch, Bristol, BS14 0QB
Replace existing roof light with dormer window to form ensuite internally.

PERMITTED

06/08/2019
19/03410/FUL

Miss Sarah Davey
6 Saltwell Avenue, Whitchurch, BS14 0PE
Installation of a dropped kerb outside the front of the property to allow vehicular access and parking.

PERMITTED

Appendix B

MONTHLY PAYMENT OF ACCOUNTS

DATE: 2nd October 2019

D/D	British Telecom	Phone/broadband	53.11	8.85
Chq	No Butts Bin Co	Recycled Benches	312.00	52.00
Chq	Various	Salaries, stationery, travel expenses, postage, refreshments	1,816.49	
Chq	WVCA	Rent & meetings Sept	216.00	
Chq	B&NES Council	Pension Fund	405.65	
Chq	H M Revenue Customs	Paye & NIC August	308.82	
Chq	Your Solutions	Maintenance	1,226.50	
Chq	GB Sport & Leisure	Playpark inspection/ new cradle seat	126.00	21.00
Chq	B&NES Council	Road closure charge xmas light switch on	155.00	
Total Payments			£4,619.57	£81.85