

MINUTES OF WHITCHURCH VILLAGE COUNCIL VIRTUAL ORDINARY PARISH MEETING HELD WEDNESDAY 2nd SEPTEMBER 2020

Present: Cllrs: N Kirk (Chairman), T Griffin (Vice-Chairman), S Bryant, R Chandler, M Donovan, M Dury, C Lewis, V Perry, Mrs S Dyer (Clerk), District Councillor Paul May B&NES
Representatives from St Nicholas Pre-school, Whitchurch History Society & 107th Bristol (Whitchurch) Scout Group & one member of the public

2020/51 PUBLIC PARTICIPATION

The Chairman welcomed representatives from St Nicholas Pre-school, Whitchurch History Society & 107th Bristol (Whitchurch) Scout Group, who attended to accept their grant cheques. Each explained how the funds, awarded by the Village Council, will be spent and how this will help their individual groups.

Two representatives left the meeting.

A Councillor explained how the Saltwell viaduct floods after heavy down pours over the last few months, forming what looks like a canal over the bridge which makes driving across it very dangerous. Residents call B&NES Council, who attend, clear the drains and the next time we have heavy rain it floods again.

It was agreed that the Ward Councillor & Clerk will contact B&NES regarding this issue. A Councillor spoke about a manhole cover on the A37 by the Millennium Garden, which has previously been reported to B&NES, is still knocking every time a vehicle drives over it. The Clerk & Councillor will report this again.

It was noted that Councillors with Yahoo & Sky e-mail addresses are not receiving e-mails sent out by the Clerk at present. The Clerk will contact Martin Francis to see if he can sort out this issue.

2020/52 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Cllrs P O'Leary, P Orchard & J Pearce, who are unable to attend the meeting due to family commitments. These apologies and reasons for non-attendance were agreed by all in attendance.

2020/53 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT (ADOPTED ON 7th NOVEMBER 2012)

None received.

2020/54 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS (FOR DISCLOSABLE PECUNIARY INTERESTS)

None received.

2020/55 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL MEETING HELD ON 4th AUGUST 2020

The minutes of the meeting held on 4th August 2020, previously circulated, were agreed and will be signed as a true record of the meeting, by N Kirk (Chairman).

2020/56 TO NOTE THE DATE OF THE GREAT BRITISH SEPTEMBER CLEAN

Keep Britain Tidy are promoting a Great British September Clean, between 11th - 27th September. Information of this has been put on the website & noticeboards. It was agreed to put it on Facebook.

One representative left the meeting

2020/57 TO DISCUSS THE CHRISTMAS LIGHTS AND SWITCH ON EVENT AND AGREE THE WAY FORWARD FOR THIS YEAR

It was resolved to ask Blachere Illuminations, the existing contractor, if we can go ahead with a contract just for this year, quotes can then be obtained for future years in 2021. The Clerk explained how no other councils are organising Christmas Light 'switch on' events this year due to the risks of Covid 19 outbreaks. It was resolved to ask Martin Squires if it is possible to use one of his vehicles and carry out a slow drive around the whole village with Father Christmas and music on board. The light switch on could then be filmed and put out on social media. It was also resolved to ask if the pupils of Whitchurch Primary School could record some Christmas songs which can then be played.

2020/58 TO REVIEW THE GDPR COUNCILLOR PRIVACY NOTICE & SECURITY CHECKLIST AND AGREE ANY AMENDMENTS REQUIRED

The documents had previously been circulated to all Councillors prior to the meeting, it was resolved that no amendments are required, the documents will be reviewed again in August 2021. Councillors have previously completed and signed both the Councillor Privacy Notice and GDPR Security Compliance Checklist and no one has made any amendments to these. It was also resolved that Councillors do not wish to keep a separate e-mail address for council business, so will continue using their private addresses.

2020/59 TO CONSIDER RETURNING MEETINGS IN THE WVCA HALL AND THE RISKS INVOLVED IN DOING THIS

Due to the risks meeting in person, one councillor suggested purchasing a tablet for the Chairman to use for virtual meetings. Other Councillors felt that things are being missed by meeting virtually and that you cannot pick up body language.

The Clerk explained that NALC (National Association Local Councils) & SLCC (Society Local Council Clerks) have both advised to continue with virtual meetings at the present time. A Covid 19 risk assessment will need to be carried out and at present the rules for meeting in community buildings include being spaced 2 metres apart, wearing face coverings and cleaning all touch points including chairs and tables before and after the meeting, councillors would need to help with this.

A vote was made with 5 councillors wishing to revert to face to face meetings and 3 wishing to keep to virtual meetings. It was resolved the Clerk will e-mail all councillors to see how they feel, if the majority would like face to face meetings a risk assessment will be carried out.

2020/60 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:-

20/03066/FUL – The Nest, Hursley Hill, BS14 0QZ – Erection of a single and second storey rear extension and conversion of loft space to form bedroom with en-suite
The Clerk has e-mailed the planning officer to confirm the volume increase between the existing and proposed extension, as it is not clear from the drawings and it is within the Green Belt where restrictions apply, but he is away until 7th September. It was agreed that we need to be consistent with our approach to applications, if it is within one third which is allowed then there is not problem but if it is larger than this then an objection should be made. The Clerk will await the response from the planning officer.

c) To consider a suggestion from a resident to help reduce the speed of traffic through the village

A suggestion has been made by a resident that the council considers writing to all the aggregate lorry companies whose vehicles travel too fast through the village, breaking the speed limit.

The councillors did not think this would make any difference to the speed of traffic, as the companies would not take any notice of the letter.

It was resolved that Paul May & Matt Donovan will meet with the resident to suggest setting up a community speed watch system, which is used in other villages with the support of the police, to help reduce the speed of traffic.

2020/61 CLERKS REPORT

The manhole cover on the A37 not far from the Millennium Garden has been reported to B&NES as a resident complained about the noise it was making, it was rectified and was quiet for one night and then started making a noise again, so has again been reported. A Councillor has reported that the yellow lines painted on the A37 last year are disappearing already, this has been reported to B&NES and also the Keep Clear sign near Dene Road.

A report has been requested on the trees managed by the Village Council at the cemetery, allotment, playpark sites and also the one in the Millennium Garden. Previously this was carried out every two years but the insurance company now requests it is carried out annually.

B&NES Local Council Partial Update consultation feedback has been received together with an update, this was too late to put on this month's agenda, and the closing date is 31st October so can be discussed at next month's meeting.

The National Joint Council for Local Government Services has agreed new pay scales for 2020/21, back dated to 1st April 2020, 2.75% increase has been implemented.

The next B&NES Area Group meeting is being held on Zoom tomorrow evening at 7pm, which the Clerk will attend.

A meeting has been organised with Martin Francis to look at the website accessibility on Friday 11th September with Jane Dury.

ALCA AGM will be held using Zoom video conferencing on Saturday 10th October from 10.30 – 12.00.

2020/62 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Paul explained that there are several planning items going on at present, the B&NES Local Plan review is taking place and although the village has already received an allocation of 200 homes on the Horseworld site, developers are pushing for more. The JSP was stopped, but WECA are drawing up new strategic plans for housing. He has attended an informal meeting with three members of the South Bristol Wrong Road group and representatives from the village, to keep up the pressure regarding new roads being suggested.

Since the Covid pandemic B&NES staff are mostly working from home and this is having an effect on front line services. Paul will request that B&NES Council services get up and running normally as soon as possible.

Residents of Maggs Lane are concerned that heavy goods vehicles are exceeding the weight limit and the speed, so are taking down registration numbers to report these to the Police.

The Covid mobile testing centre in Paulton will be in operation until September 10th.

The Chairman thanked Paul for the updates.

Colette Lewis left the meeting at 9.00pm

2020/63 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

Andrew Fouacres Plot No. F120 Deed No. 1429
Ref: (Marlene Primrose Fouracres)
(Robert Fouracres)

N Kirk proposed, V Perry seconded and the meeting duly passed the Exclusive Rights of Burial.

b) To receive updates on the Playpark refurbishment

Mant Leisure have been awarded the contract for the Playpark refurbishment and have asked for an upfront payment of £50,000.00 plus VAT.

After a lengthy discussion it was resolved that due diligence should be adhered to, members are not happy paying funds upfront and the Clerk will speak to Jane Robson, B&NES Parks department to seek her advice.

Paul May left the meeting at 9.15pm.

2020/64 FINANCE

a) To note and agree the payment of accounts dated 2nd September 2020

It was resolved the schedule of payments dated 2nd September 2020, as listed in Appendix B be paid and that Cllrs N Kirk & V Perry will sign the cheques.

b) To receive an update on the opening of a new bank account

All councillors should have now received log in details for the new Unity Trust Bank A/C. Jane Dury will be in the office working on Friday, so will take a look at the requirements and send an e-mail around to everyone on what action is required.

c) To note the completion of the audit for 2019/2020, the comment and reply regarding the discrepancy from the Internal Auditor and agree the way forward to ensure this is rectified for next year's audit.

The Clerk explained that as we had a new auditor this year she ticked the box 'not covered' where it states that the authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations. She would not have known that this has been demonstrated but if she had asked, proof that this happened could have been provided. This was provided to the external auditor, the audit has been signed off with this comment made in the other matters section. This was noted and the Clerk will ensure that next year the internal auditor has this information to hand.

The Chairman thanked everyone for attending and the meeting ended at 9.40pm.

The next meeting will be held on Wednesday 7th October 2020

Appendix A
PLANNING APPLICATION LIST – 2nd SEPTEMBER 2020
APPLICATIONS

06/03/2020
20/00897/FUL

Parkstone Estates (Chippenham) Ltd
89 Bristol Road, Whitchurch, BS14 0PS
Demolition of existing storage building and erection of 2no 2bed flats.

OBJECT – to this application for the following reasons:-

Within the RA1 & RA5 of the approved Core Strategy the village has fulfilled its development needs and there is no evidence to indicate that further housing is required at the expense of a business property. A developer has been unable to sell recently built dwellings in this location and has taken over a year to rent them, showing there is no evidence to support more development is required.

Policy WV 1.5 – Retain employment in the village

The above numbered policy in the Whitchurch Village Neighbourhood Development Plan has not been adhered to. This storage building has not been marketed as stated in this policy. A change of use from commercial to residential is detrimental to the sustainability of our village.

Policy WV4.3 - Traffic and Safety

The above policy should also be taken into consideration, as there will be an increase of traffic movement in and out of a small obscured entrance onto the busy A37 road. Also vehicles driving in and out of the proposed properties will cross a pedestrian footpath which is used by pupils of the local village pre-school and primary school, causing a safety issue and obstructing a safe route to school.

Small satellite businesses are essential to villages in B&NES, as has been shown at the present time, when they have been able to step up with providing food supplies to the vulnerable residents in our villages.

29/07/2020
20/02682/FUL

Mr Mitch Bull
54B Maes Knoll Drive, Whitchurch, BS14 0FF
Erection of rear single storey flat roof extension with glass lantern
SUPPORT – this application, which has already received consent from the developer of this site, Bellway Homes.

26/08/2020
20/03066/FUL

Mr Thompson
The Nest, Hursley Hill, Whitchurch, BS14 0QZ
Erection of a single and second storey rear extension and conversion of loft space to form bedroom with en-suite.

RESULTS
30/06/2020
20/02249/FUL

Mrs Cousins
82B Bristol Road, Whitchurch, BS14 0QW
Erection of single storey front extension
PERMITTED

25/06/2020
20/02175/FUL

Mr & Mrs Dingle
11, Bridge Close, Whitchurch, BS14 0TS
Erection of a two storey rear extension

PERMITTED

19/06/2020
20/2118/FUL

Jody & Raychel Thomas
Wyke Lodge, Norton Lane, Whitchurch, BS14 0BT
Erection of a two storey front and rear extension with single storey rear aspect and internal alterations, following demolition of single storey rear aspect. Replace windows throughout. Widen drive and parking area removing two trees.

WITHDRAWN

Appendix B

| MONTHLY PAYMENT OF ACCOUNTS | | | DATE: 2 nd September 2020 | |
|-----------------------------|----------------------------------------------------|------------------------------------------------|--------------------------------------|---------------|
| D/D | Southern Electric | Electricity Clock | 40.64 | 1.93 |
| D/D | British Telecom | Phone/broadband | 62.13 | 10.35 |
| Chq | St Nicholas Pre-school | Grant awarded | 300.00 | |
| Chq | 107 th Bristol (Whitchurch) Scout Group | Grant awarded | 150.00 | |
| Chq | Susan Subrow (Whitchurch History Society) | Grant awarded | 300.00 | |
| Chq | Various | Salaries, stationery, travel expenses, postage | 1,892.69 | |
| Chq | WVCA | Rent - August | 180.00 | |
| Chq | B&NES Council | Pension Fund | 448.12 | |
| Chq | H M Revenue Customs | PAYE & NIC August | 347.63 | |
| Chq | Your Solution | Maintenance | 760.00 | |
| Chq | PKF Littlejohn LLP | External Audit | 480.00 | 80.00 |
| Chq | Whitchurch Village | Unity Trust A/C | (5,000.00) | |
| Total Payments | | | £4,961.21 | £92.28 |