

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING
HELD IN THE WVCA HALL ON WEDNESDAY 14th JULY 2021**

Present: Cllrs: N Kirk (Chairman), S Bryant, M Dury, J Fox, C Lewis, P O'Leary,
J Pearce,
Mrs S Dyer (Clerk) & one member of the public.

2021/26 PUBLIC PARTICIPATION

An update on delays to the waste & recycling collections was given by the Clerk. The Chairman advised that there was rubbish left in the Millennium garden that had been there for several days, and this was cleared on the way to the meeting this evening.

A Councillor explained that the pathway/cycle path is overgrown in places, this has already been reported to B&NES by the Clerk.

A Councillor stated how excellent the Fix My Street App is, if you are out and about in the village and you spot an issue, you can take a photo of it and send it to B&NES there and then.

Overgrown braches were reported by the humps in Staunton Fields, the Clerk to arrange for them to be cut back.

A member of public joined the meeting at 7.38pm.

2021/27 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Cllrs C Chandler, T Griffin, P Orchard & V Perry, who are unable to attend due to family commitments and illness.

These apologies and the reasons for non-attendance were accepted by all present.

Also apologies have been received from District Councillor Paul May, who has recently had an operation so is unable to attend this evening.

**2021/28 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH
VILLAGE COUNCIL'S CODE OF CONDUCT
(ADOPTED ON 7th NOVEMBER 2012)**

None received.

**2021/29 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2021/30 CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL MEETING
HELD ON 2nd JUNE 2021**

The minutes of the meeting held on 2nd June 2021, previously circulated, were agreed and signed as a true record of the meeting, by N Kirk (Chairman).

2021/31 TO REVIEW THE DATA PROTECTION POLICY AND DATA MAP

It was resolved that no amendments are required to either of the documents at the present time.

2021/32 TO RECEIVE AN UPDATE ON THE RECENT COMMUNITY CLEAN UP

An update was given on the Community Clean Up held on 19th June by the Clerk. There was a disappointing turn out from the village, thirteen volunteers turned up, four of these were from Whitchurch Wombles, even so around 16 bags of rubbish was cleared from pavements, footpaths and open spaces around the village.

A huge thank you was given to all those who helped make the area look clean and tidy.

2021/33 TO AGREE ITEMS TO BE INCLUDED IN THE WEEK IN

A draft copy, including details of the Community Clean Up, CiL funds given to the PTA of Whitchurch Primary School and resuming face to face meetings, had previously been circulated to all Councilors, who agreed with the contents. This will now be sent in to be included in the next addition of the Week In.

2021/34 TO CONSIDER THREE QUOTES FOR CHRISTMAS LIGHTS AND AGREE WHICH COMPANY TO AWARD THE CONTRACT TO

A comparison document of quotes from three different suppliers has been produced and forwarded to all Councillors, for a three year contract.

Pictures of the different choice of lights to be installed on the lamp columns were considered and it was resolved to award the contract to Blachere using their Bio print Blizzard lights at a cost of £3,061.76 per annum for three years.

2021/35 TO CONSIDER WHETHER TO ORGANISE ANY EVENTS FOR THE QUEEN'S PLATINUM JUBILEE WEEKEND IN 2022

An extended bank holiday, from Thursday 2nd to Sunday 5th June 2022, will provide an opportunity for communities to come together to celebrate this historic milestone.

It was agreed to purchase a Platinum Jubilee Beacon at a cost of £499.00, which will then be lit with others throughout the UK on Thursday 2nd June. Somewhere to store the beacon will need to be found. It was also agreed to hold a Big Jubilee Lunch on Sunday 5th June, Councillors S Bryant, M Dury, J Fox & J Pearce said they will be available to help with this and hopefully others will be able to join them.

2021/36 TO CONSIDER REPLACING THE CURRENT LIBRARY BOX

The Chairman advised that the current library box is not large enough, it is extremely popular and books are being placed on top which then get ruined in the rain. A bigger, free standing, waterproof box is needed. After some discussion on this it was resolved to spend up to £500 on a new library box.

2021/37 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 applications:

21/02876/FUL Parkstone Estates, 89 Bristol Road, BS14 0PS Demolition of existing storage building to form 2no 2 bed flats

It was resolved to send in the following objections:-

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 premises.

Parking spaces proposed do not meet the C3 Residential Parking Standards of 2 off street parking spaces per two bed flat.

Parking is already at a premium in the village.

21/03071/FUL Mr Jordan Franklin, Vans 365, Staunton Lane, BS14 0QL Erection of new outbuilding to provide additional storage unit space.

It was resolved to send in the following support for this application:-

As stated in the WV Neighbourhood Development Plan, business providing employment in the village should be retained.

Providing additional storage will enable this business to stay at its present location in Whitchurch Village.

c) To receive an update on the meeting held on site to discuss parking restrictions in Norton Lane outside the Playpark

The Clerk, District Councillor Paul May & Cllr Pat Orchard attended a meeting on site to discuss the parking issues outside the Playpark and how they can be improved with Gina West, from B&NES Traffic Management team.

It was agreed that No Waiting at AnyTime is needed in some locations to allow vehicles to pass safely but it has also been requested that the limited parking restrictions are extended outside the entrance.

A discussion was also held around parking on the verge, Gina is going to look into who owns this and whether this will be possible.

The Chairman allowed a member of the public to speak on the next item on the agenda

d) To receive an update on parking issues in Staunton Way and agree the way forward

A member of the public explained that people are parking in Staunton Fields and catching the bus to Street, this is causing issues with vehicles not being able to get past including refuse lorries, ambulances and residents not being able to get their caravans out.

There was then a discussion about how this could be rectified, including adding No Waiting at any time, single yellow lines etc.

It was resolved that the Clerk will ask for a meeting with B&NES to look at the best way to deal with this issue.

2021/38 CLERKS REPORT

The Clerk has reported the following issues to B&NES Council during the last month:-
A sunken drain cover in Staunton Lane, which has since been fixed.

Overgrown vegetation along the cycle path.

Potholes in Staunton Lane which were due to be filled in yesterday, weather permitting.
Also it has been reported to B&NES Enforcement department that a large mobile home was delivered to Poplar View on Weds 7th July through the new gate which has been installed on the A37. Planning Enforcement have previously written to the occupant regarding the entrance which requires planning permission.

The Annual Audit 30 day inspection period started on 28th June and ends on 6th August, details of which have been placed on the website and noticeboard in the community centre.

Grants for 2021/2022 have been advertised on the website and noticeboards, one application has been received to date and two more application forms sent out.

Lansdown Park Academy, which is a specialist provision in Stockwood are seeking new governors to help oversee the work off the academy and to provide support and challenge to the school leaders, as well as helping the young people they work with.

The Clerk has more details if anyone is interested.

Bristol Airport has reported that they have restarted its Airspace Change Proposal following a formal request made to the Civil Aviation Authority. This was paused in March 2020 due to Covid-19 pandemic and they have now received funding to continue with Stage 2 of the ACP. They will be organising engagement activities to present Stage 2 work.

The Clerk attended the recent B&NES ALCA AGM via zoom and gave a report on this. There are lots of training opportunities being organised by ALCA, please see the Clerk for more details.

The Parishes Liaison meeting is this evening, so apologies have been sent from the Village Council.

There is a Chew Valley Forum meeting on Monday 26th July at 6pm via zoom.

2021/39 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

Not present so no report given.

2021/40 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)

a) To Grant Exclusive Rights of Burial

Margaret Caddy Plot No. J3 Deed No. 1446
Ref: (Graham Herbert Caddy)

Michael Sommer Plot No. H206 Deed No. 1447
Ref: (Jane Elizabeth Sommer)

Gillian Jane Duffy Plot No. J4 Deed No. 1448
Ref: (Bernard Daniel Duffy)

Julie Anne McElhatton Plot No. J5 Deed No. 1449
Ref: (Philip Christopher Patrick McElhatton)

Gloria Gurton Plot No. J12 Deed No. 1450
Ref: (Peter Leonard Gurton)

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

b) To discuss the recent issues at the Playpark and agree any relevant actions

The Clerk explained that she met the inspector from GB Sport & Leisure who was carrying out the first quarterly check on the play equipment and has since sent through the report with some significant issues highlighted. None of which are high risk but need sorting out whilst they are under warranty.

John Clark has been contacted who carried out the post installation inspection report and the Clerk has met him to go through the issues. He will contact Mant Leisure and request that they sort out the problems and copy us into this.

Someone has placed a portable barbeque on one of the new recycled plastic benches and burnt through four slats. To replace them it will cost £332.00, Mant Leisure have ordered these and they should be here by the end of the month.

It was agreed that 'No barbeque' signs should be installed on all the benches.

c) To receive an update on the removal of plastic from the allotment site

This issue has now been resolved, between Paul May, Tony Griffin & B&NES the plastic has been removed at no cost. An excellent result thank you to all those involved.

Something will be added to the Allotment Tenancy Agreement regarding leaving rubbish/plastic on the site, Tony & the Clerk will ensure this is completed.

2021/41 FINANCE

a) To note and agree the payment of accounts dated 5th July 2021

The schedule of payments dated 5th July 2021, as listed in Appendix B were ratified Cllrs N Kirk & J Pearce authorised the online payments, which were previously agreed.

b) To note the current balance of CiL funds and dates for expenditure of these

The schedule of funds, including dates for expenditure was previously circulated to all Councillors and the contents of this was noted.

c) To receive an update on Finance training attended & note the importance of all Councillors being able to authorise online transactions

Cllr Sharon Bryant attended training via zoom with Steve Parkinson and found it extremely useful. She gave an update which was attended by around 15 Councillors and confirmed that all supplier invoices need to be scanned and sent out with the monthly payment sheet, to enable Councillors who authorise the online payments to check the bank details payments are being sent to each time.

The importance of all Councillors being able to authorise such payments was reiterated again by the Clerk and that training is available if required.

The Chairman thanked everyone for attending the meeting which ended at 9.00pm.

The next Village Council meeting will be held on Wednesday 4th August 2021.

Appendix A

PLANNING APPLICATION LIST – 14th JULY 2021 APPLICATIONS

| | |
|-----------------------------|--|
| 07/03/2021 21/00419/EFUL | Resourceful Earth, Charlton Field Lane Development of an Anaerobic Digester Facility (including retention of the existing Feedstock Reception Building, Digester Tank (x5), Storage Tank, CHP Engine (x4), Transformer, GRP Substation, GRP Technical Room (x5) and Gas Equipment) to produce both gas and electricity for injection into the local grid networks, alongside the restoration of the former Queen Charlton Quarry Site with ecological and landscape enhancements. OBJECT – copy of objection attached. |
| 17/05/2021 21/02321/OUT | Mr & Mrs Andrews Oaklea, Sleep Lane, Whitchurch, Bristol Outline application for the demolition of existing buildings and redevelopment of the land adjacent to Oaklea to provide 3no single storey dwellings with associated soft/hard landscaping, access improvements, parking and drainage with all matters except for access reserved. OBJECT to this outline application as it is within the Green Belt - Policy CP8 and does not demonstrate any special circumstances to allow for development within the GB It is outside the Housing Development Boundary. It is in conflict to Policy WV2.1 - Whitchurch Village NDP b) |
| 20/10/2020 20/03811/FUL | Mr & Mrs Percival Tellisford, Norton Lane, Whitchurch, Bristol BS14 0BT Erection of first floor extension over existing single storey aspect to Rear and addition of bay window to front with balcony above OBJECT to this application as the property is within the Green Belt and the proposed extension would represent a disproportionate addition over and above the size of the original dwelling. Policy HG.15 & GB.1 |
| 20/01/2021 17/05/2021 | REFUSED APPEAL REF: 3269714 |
| 23/06/2021 21/02876/FUL | Parkstone Estates (Chippenham) Ltd 89, Bristol Road, Whitchurch, Bristol, BS14 0PS Demolition of existing storage building to form 2no 2 bed flats |
| 30/06/2021 21/03071/FUL | Mr Jordan Franklin Vans 365 Wilmin, Staunton Lane, BS14 0QL Erection of new outbuilding to provide additional storage unit space. |

Appendix B

MONTHLY PAYMENT OF ACCOUNTS

DATE: 5th JULY 2021

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|-----|--------------------------|---------------------------------------|------------------|---------------|
| D/D | British Telecom | Phone/broadband | 46.74 | 7.79 |
| D/D | ICO | Data Protection fee | 35.00 | |
| D/D | SSE | Electric Clock – June | 45.23 | 2.15 |
| SC | Unity Trust | Bank charges | 18.00 | |
| BT | Various | Salaries, postage, travel expenses | 1,729.25 | |
| BT | WVCA | Rent & meeting– June | 201.00 | |
| BT | Your Solution | Maintenance | 1,110.00 | |
| BT | B&NES Council | Pension Fund | 429.17 | |
| BT | H M Revenue & Customs | PAYE & NIC June | 272.49 | |
| BT | B&NES Council | Garden waste bins x 2 @ cemetery | 95.50 | |
| BT | BA Leach | Flowers for planters & cemetery | 164.43 | |
| BT | GB Sport & | Playpark inspection Report | 60.00 | 10.00 |
| BT | Bateman Skips | Skip at cemetery | 312.00 | 52.00 |
| | | Total Payments | £4,518.81 | £71.94 |