

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING  
HELD IN THE WVCA HALL ON WEDNESDAY 7<sup>th</sup> SEPTEMBER 2022**

Present: Cllrs: N Kirk (Chairman), S Bangham, S Bryant, R Chandler, M Dury,  
J Fox-Bowen, T Griffin, C Lewis, P O’Leary, S Dyer (Clerk) & District Councilor Paul May  
B&NES

**2022/58 PUBLIC PARTICIPATION**

Residents have raised concerns regarding the signage for an electric fence which runs along a public footpath in Church Lane. The Clerk will ask B&NES to check that this is in order.

A question was asked on who decided to close Staunton and Sleep Lane at the same time recently when work was carried out on the roads, B&NES Council are responsible for road closures.

A Councillor stated that the public footpaths he walks along are looking well cared for and cut back at the moment, which is good news.

It was pointed out the vehicles are being parking on double yellow lines outside the playpark in Norton Lane and in Staunton Fields.

**2022/59 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

The Clerk gave apologies for Cllr O Orchard, who is unable to attend due to work commitments and Cllr V Perry, who is unwell. These apologies and the reasons for non-attendance were accepted by all present.

**2022/60 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH  
VILLAGE COUNCIL’S CODE OF CONDUCT (ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

A declaration of interest was given by the following Councillors, N Kirk agenda item 10 c), S Bryant, agenda item 14 b), S Bangham, agenda item 14 b) & M Dury agenda item 14 b).

**2022/61 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS  
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2022/62 TO CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL  
MEETING HELD ON 3<sup>rd</sup> AUGUST 2022**

The minutes of the meeting held on 3<sup>rd</sup> August 2022, previously circulated, were agreed and signed as a true record of the meeting, by N Kirk, Chairman.

**2022/63 TO REVIEW THE COUNCILLOR PRIVACY NOTICE AND SECURITY  
CHECKLIST AND AGREE ANY AMENDMENTS REQUIRED**

The Clerk explained that the Councillors information collected when they are in office now needs to be changed so that it is deleted when they are no longer a Councillor. It was resolved to make this amendment to the document.

**2022/64 TO AGREE A DATE FOR THE B&NES CLEAN & GREEN TEAM TO ASSIST  
WITH A LITTER PICK**

It was agreed that Thursday 29<sup>th</sup> September from 10.30am – 12 noon would be the best date and time for a litter pick, five Councillors are available to join in.

Meeting at the Whitchurch Village Community Centre, B&NES will supply the relevant equipment.

## **2022/65 TO CONSIDER HOW TO PROMOTE KEEPING THE VILLAGE CLEAN AND TIDY**

Cllr Colette Lewis has made a dog waste bag dispenser, it was resolved that fifteen of these are made and placed around the village in places where dog waste is an issue. It was also agreed to advise B&NES that there are issues with dog waste not being cleaned up in areas around the village and request more signage.

It was resolved to pay a contractor to clear rubbish around the village, in specific areas agreed by the Council, for six hours spread over the month.

The Clerk to ask the present contractor if he is able to do this.

## **2022/66 TO NOTE AND AGREE CHANGES TO THE INSTALLATION AND REMOVAL OF THE CHRISTMAS LIGHTS**

The Clerk has now received a quote from Volkar to install and remove the Christmas lights and this is slightly cheaper than Blachere were charging. At present both Blachere & Volkar have charged carriage so the Clerk is querying this, as we will obviously only be charged by one company. It was agreed to instruct Volkar to install & remove the Christmas lights as per their quote.

## **2022/67 PLANNING & 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 withdrawal of Planning Appeal Ref: 22/00038/RF – Resourceful Earth**

The withdraw of this application was noted, Paul May stated that they may come back with a new application, B&NES have issued an enforcement notice on the owners of the site to remove the buildings by 2023, Paul is pushing for B&NES to compulsory purchase the site so the land can reinstated, the Forest of Avon have funding available to reinstate sites such as this.

Chairman Nick Kirk took no part in the next item on the agenda, Vice-Chair M Dury took the chair.

### **c) To consider and agree a response to the following planning application:- Application No. 22/03284/FUL – Mr John Maddocks, Rudge worth, Woollard Lane, Whitchurch, BS14 0QR - Erection of bungalow following demolition of 3no. existing equestrian stables (Resubmission)**

This application was considered and it was resolved to object to the application for the following reasons:-

The proposed development is outside of the Housing Development boundary and is within designated green belt land, there are no very special circumstance associated with the application.

The proposal is located on a busy road with no pavements making access to local facilities mentioned in the Design & Access Statement difficult without using a car, so is therefore contrary to the key aims of Policy ST1 of the B&NES Placemaking Plan (2017).

In the Design & Access Statement it states that Whitchurch Cemetery can be used to walk to the nearest bus stop, this is not a public right of way and is private land.

Chairman Nick Kirk took the chair again

**d) To receive an update on the liveable neighbourhoods workshop held in Queen Charlton and an update on the A37 crossing**

Cllrs Nick Kirk & Mark Dury attend the above workshop in Queen Charlton and gave an update on this to the meeting. There is a plan being proposed to place bollards in the road in Queen Charlton to stop through traffic. It was felt that the consultants knew nothing about the area, several residents from Queen Charlton were against the road being closed in this way and were glad of the Village Councils support.

The Chairman spoke to one of consultants regarding the crossing on the A37 and an update has been received from Ashley Beighton, B&NES on progress of the plans. It was resolved to invite him to the next meeting to give a full update on the crossing.

**2022/68 CLERKS REPORT**

During the past month the waste bin outside the Playpark has again been reported to B&NES as it was full and also a piece of carpet has been fly tipped on Whitchurch Green and this has been reported.

The A37 at Pensford is due to close over the weekend Friday 16<sup>th</sup> September from 7pm to the early morning of Monday 19<sup>th</sup> September, diversion routes will be in place.

The Clerk attended the ALCA Clerks networking meeting via zoom on Monday. Some Parish/Town Councils are creating 'Warm Spaces' from Monday – Friday during the day for residents over 60 and families to keep warm during the winter months.

Many churches and community groups are also getting involved in this.

Detailed proposals for the preparation of a new Local Plan are to be considered by B&NES Council's Cabinet on 8<sup>th</sup> September. The publication of the Launch Document will start a period of ongoing engagement with communities, partners and stakeholders which will continue until August 2023, the plan needs to be adopted by 2025.

**Meetings**

A B&NES Area Group meeting being held virtually on zoom this evening, so our apologies have been sent.

The next SLCC Somerset Branch meeting is being held on Friday 23<sup>rd</sup> September starting at 9.34am in Chard.

ALCA's AGM is being held on Saturday 8<sup>th</sup> October from 10.30 – 12.00 via zoom.

**2022/69 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

Paul gave an update on the Local Plan partial update, there are a number of modifications which need to be agreed and then the plan if found to be sound will be in place up to 2029. The new Local Plan to include housing figures for the area is being launched in the next few weeks, consultations on this will take place with Parish/Town Councils.

Paul explained that he has meet with representatives from the Forest of Avon as they have a significant amount of money to plant 100 acres of trees off Blackrock Lane in Pensford. It was agreed that Paul will ask them to come to the next meeting to show the Village Council their plans.

Paul has been helping local residents, one had fencing damaged when the footpath was replaced in Maggs Lane and the other with planning issues.

There have again been problems with the home to school bus service organised by B&NES and Paul is helping to try and sort out the issues.

The Chairman thanked Paul for the updates.

## **2022/70 FIELD CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

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

Sally Ann McGill  
Ref: (Alan McGill)

Plot No. H149a

Deed No. 1469

Brigid Crossman

Plot No. H184a

Deed No.1470

Ref: (Diane Lily Dowling)

M Dury proposed, R Chandler seconded and the meeting duly passed the Exclusive Rights of Burial.

### **b) To note the resignation of the Chairman of the WVCG and consider the way forward**

Tony Griffin has been Chair of this committee for many years and is leaving the WVCG and giving up his allotment plot from the end of September 2022.

The Roles and Responsibilities of the Chairman were considered and it was agreed that the Clerk will e-mail the allotment plot holders to advise them that as the Chairman is resigning and no one else will take on this role allotment holders are not only responsible for their plot and the paths around it but for the whole site and therefore any issues must be reported directly to the Clerk in future.

The Village Council will then take on the management of the site by making more regular site visits.

The WVCG have a bank account with a balance of approximately £403.00 and it was resolved that this account is closed and the funds transferred to the Village Council's account where it will be ring fenced for future maintenance work.

The Chairman thanked Tony for all his help and hard work with managing the allotment site.

### **c) To receive an update on installation issues at the Playpark**

As no response has been received to the e-mail sent to Mant Leisure at the beginning of August, it was agreed that a 'Notice before action' email is sent to them to be followed by a formal solicitor's letter if no action is taken within the timescale given.

### **d) To consider changes to the preparation of Cremation plots at the cemetery**

The current grave digger has moved the stones placed in the new cremation area, which means they then have to be repaired. The current contractor is happy to dig any new cremations and he will then be more careful and no damage will be caused.

It was agreed to go ahead and arrange for the current contractor to dig cremation plots at the cemetery.

## **2022/71 FINANCE**

### **a) To note and agree the payment of accounts dated 7<sup>th</sup> September**

The schedule of payments dated 7<sup>th</sup> September 2022, as listed in Appendix B were agreed,

Cllrs P O'Leary & J Fox-Bowen will authorise the online payments.

Cllrs S Bangham, S Bryant & M Dury took no part in the next item on the agenda, as they have declared an interest in this item.

### **b) To receive a report from the recent Finance Committee meeting held, consider and agree the recommendations made**

The Clerk & Chairman gave a report on this meeting, the budget figures to date were checked and found to be in order, an update on Cil Funds was received, two quotes, one

for a new gateway sign to be installed on Whitchurch Green & the other for higher fencing to be installed at the Playpark were considered and it was recommended to go ahead with both of these projects.

Three grant applications were considered and it was agreed to recommend the following grants:-

St Nicholas Pre-school - £400.00 towards resources and toys.

107<sup>th</sup> Bristol (Whitchurch) Scout Group - £250.00 – towards the purchase of a new fridge/freezer for the scout hut.

Whitchurch Cricket Club - £250.00 to be spent on equipment for the youth section of the club.

The Financial Regulations were reviewed and it was resolved to recommend amending the amounts which required best value/estimates/quotes to the following:-

Below £5,000.00 – Best value

£5,000 - £10,000.00 – Strive to obtain three estimates.

£10,000.00 - £25,000.00 – Three quotes required.

Over £25,000.00 - The Public Contracts Regulation 2015 must be used.

The option to opt out of the SAAA Central External Auditor Appointment arrangements was considered and it was resolved the Village Council do not wish to opt out of the existing External audit arrangements.

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

District Councillor Paul May left the meeting at 9.40.p.m.

**c) To discuss the grant awarded to POKE and consider whether the funds should now be returned**

As the appeal for the development of an Anaerobic Digester Facility has been withdrawn by the appellant and a £500.00 grant was given to POKE to assist with legal representation at the appeal, it was agreed that these funds should now be returned, as mentioned when the grant was approved.

The Clerk will contact Kerry from POKE to congratulate the group on their success and request the funds are returned.

**d) To note the External Auditor report and the completion of the limited assurance review for the year ended 31<sup>st</sup> March 2022**

The report from PKF Littlejohn LLP, external auditor has been received, all relevant legislation and regulatory requirements have been met, this was noted. The Clerk will now arrange for the relevant documentation to be placed on the website and noticeboard as required.

The meeting ended at 9.45.p.m.

The next meeting will be held on Wednesday 5<sup>th</sup> October 2022

## Appendix A

### PLANNING APPLICATION LIST – 7<sup>th</sup> SEPTEMBER 2022 APPLICATIONS

09/02/2022 22/00238/PIP	Chapel Hill Homes Ltd Woodland Area, Ridgeway Gardens, Whitchurch, Permission in Principle to construct 5no. dwellings <b>OBJECT</b> to this application, see detailed objection comments.
15/03/2022 08/06/2022	<b>REFUSED</b> <b>APPEAL REF: 3296575</b>
14/04/2022 22/01549/FUL	Mrs R Hallett 6 St Nicholas Road, Whitchurch, Bristol, BS14 0PJ Erection of a double garage. <b>SUPPORT this application with a condition that the garage cannot be changed into a residential dwelling.</b>
18/08/2022 22/03284/FUL	Mr John Maddocks Rudgeworth, Woollard Lane, Whitchurch, BS14 0QR Erection of bungalow following demolition of 3no. existing equestrian stables (Resubmission)

### RESULTS

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. <b>OBJECT – copy of objection attached.</b>
22/10/2021 21/00419/EFUL	Resourceful Energy Anaerobic Limited Charlton Field Lane, Queen Charlton, B&NES Development of an Anaerobic Digester Facility and other works Revised information <b>OBJECT – the original objections made in March 2021 still</b>
<b>stand.</b> 10/03/2022 26/05/2022 19/08/2022	<b>REFUSED</b> <b>APPEAL REF: 21/00419/EFUL</b> <b>WITHDRAWN</b>

## Appendix B

### MONTHLY PAYMENT OF ACCOUNTS                      DATE: 7<sup>th</sup> SEPTEMBER 202

D/D	British Telecom	Phone/broadband	51.31	8.55
D/D	SSE	Electric Clock – August	46.56	2.21
BT	Various	Salaries, mileage, & postage	1,809.62	
BT	WVCA	Rent & meeting – August	210.00	
BT	Your Solution	Maintenance – August	1,329.00	
BT	Your Solution	Security fencing at Playpark	1,455.00	
BT	B&NES Council	Pension Fund	436.75	
BT	H M Revenue & Customs	PAYE & NIC August	278.75	
BT	PKF Littlejohn	External Audit	480.00	80.00
		<b>Total Payments</b>	<b>£6,096.99</b>	<b>£90.76</b>