

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING  
HELD IN THE WVCA HALL ON WEDNESDAY 7<sup>th</sup> JUNE 2023**

Present: Cllrs M Dury (Vice-Chairman), S Bangham, S Bryant, R Chandler, J Fox-Bowen, C Lewis, P O'Leary, P Orchard, V Perry, S Dyer (Clerk), District Councillor Paul May (B&NES) & one member of the public.

**2023/15 PUBLIC PARTICIPATION**

A Councillor mentioned that two residents had complained about the grass verge outside the playpark being dangerous and obstructing the view of traffic. This has previously been reported to B&NES, Paul May will chase this as a matter of urgency. The gardens in Whitchurch Mews are untidy and recycling bins are not in the store provided, enquires will be made as to the property owners and letters sent.

A resident has reported that when the Black Lion Pubs' bins are washed the water runs in the drain and causes smells.

Reports have been received from residents who have had eggs thrown at their houses in Staunton Fields.

A Councillor reported that a residents did not like the winter baskets, noted that summer baskets much more colourful.

**2023/16 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

The Clerk gave apologies for Councillor N Kirk this apology and the reason for not attending, was accepted by all present.

**2023/17 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH  
VILLAGE COUNCIL'S CODE OF CONDUCT (ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

None received.

**2023/18 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS  
(FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2023/19 TO CONFIRM THE MINUTES OF THE ANNUAL MEETING OF WHITCHURCH  
VILLAGE COUNCIL HELD ON 10<sup>th</sup> MAY 2023**

The minutes of the meeting held on 10<sup>th</sup> May 2023, previously circulated, were agreed and signed as a true record of the meeting by M Dury- Chairman.

**2023/20 TO CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL  
MEETING HELD ON 10<sup>th</sup> MAY 2023**

The minutes of the meeting held on 10<sup>th</sup> May 2023, previously circulated, were agreed and signed as a true record of the meeting, by M Dury - Chairman.

**2023/21 TO REVIEW AND AGREE ANY AMENDMENTS TO THE RETENTION &  
DISPOSAL POLICY & LIST OF DOCUMENTS**

The policy was reviewed and it was agreed that no amendments are required.

**2023/22 TO REVIEW AND AGREE ANY AMENDMENTS TO THE EMAIL CONTACT  
PRIVACY NOTICE**

The notice was reviewed, it was agreed that no amendments are required.

**2023/23 TO AGREE NEWS ITEMS TO BE INCLUDED IN ‘THE WEEK IN’**

It was agreed that the following Items are included, the Kings Coronation event which was well received with great support from volunteers including the local scout group. Detail on the flower planters, Millennium garden, Tree planting, wild flowers etc.

**2023/24 TO AGREE ANY AREAS IN THE VILLAGE REQUIRING EXTRA CLEANSING /CLEARING.**

It was agreed that there is excessive rubbish on the left hand side of Bristol Road from the lights in village to the bridge & gravel & weeds on the pavements in this area too.

**2023/25 TO RECEIVE AN UPDATE ON THE FIBRE TELEPHONE/BROADBAND INSTALLATION AND AGREE THEY WAY FORWARD**

The Clerk gave an update on the current issues with the installation which is being investigated by BT & Open reach resulting in a higher bill for this service at present. It was resolved to review this again in September with the hope this has been resolved by this time.

**2023/26 TO NOTE AMENDMENTS MADE TO THE ZURICH INSURANCE POLICY RENEWAL.**

It was noted that the value on several items has been recalculated to reduce the total premium being paid.

**2023/27 PLANNING & TRAFFIC**

**a) To note the current Planning Application list.**

The current Planning application listed in Appendix A, previously circulated to all Councillors, and was noted.

**b) To consider and agree a response to the following planning applications:-  
Application No. 23/01535/PIP - Mr Trought, Strathmore, Staunton Lane, BS14 0QL**

Permission in Principle Planning Application for the erection of 1no. dwelling and associated works.

It was resolved to Object to this application for the following reasons – The proposed development is outside the Housing Development boundary and is within designated green belt land, there are no special circumstance associated with this application. Policy RA5 has previously removed land from the Green Belt for a strategic site and there is no current need for any further development in the Green Belt.

We also refer to a previous application on this site in 2017 when Highways objected, what has changed since this date?

**Application No. 23/01591/FUL & 23/01592/LBA - Mr Tweedy, 4 Staunton Manor Courtyard, Maes Knoll Drive , Whitchurch BS14 0FP, Erection of a small-scale porch at the entrance of the property.**

It was resolved to Support these applications - as long as in keeping with the building and of a size applicable for a porch

**c) To note B&NES request for designated Local Green Spaces to be included in the New Local Plan and agree way forward with this.**

It was agreed to hold a separate working party meeting on Wednesday 28<sup>th</sup> June 7.30pm to complete this task with members of the Planning & Traffic Committee and anyone else who is interested.

## **2023/28 CLERKS REPORT**

The Clerk & Cllr Paul O'Leary completed a site inspection of the Allotment site, there were several small maintenance jobs required, which our contractor has been asked to carry out. There were issues with the water supply on the site last week, which was reported by several allotment plot holders, this has now been rectified by the maintenance contractor.

A resident has raised concerns regarding a piece of land being cleared close to his property for which a PIP has been permitted, affecting the wildlife in the area. The Clerk has contacted B&NES regarding this issue and they are looking into this matter.

The Chew Valley Gazette is still delivered to The Music Box in the village for residents to pick up. The Clerk has contacted the editor and information needs to be sent to them by 22<sup>nd</sup> month to be included in the next month's edition.

The Clerk collected some WEST link DRT service leaflets from the Sustainable Transport subgroup. Some have been placed in the Community Centre and The Music Box for residents to pick up and read about this new bus service.

Cllr Sharon Bryant has been booked onto a SLCC Planning Summit on Weds 5<sup>th</sup> July.

A note has been received from B&NES regarding cutting back the highway verge vegetation to improve road safety in rural areas. This should be completed by mid-July.

Also details of new parking restrictions have been received for comment outside dwellings towards Hursley Hill.

### **Meetings**

WECA are holding a webinar on the West of England Local Nature Recovery Strategy on Tuesday 13<sup>th</sup> June from 7-8pm.

Keynsham Area Forum – Thursday 6<sup>th</sup> July at 6pm

Chew Valley Area Forum – Weds 12<sup>th</sup> July at 6pm

B&NES have asked if Councillors have any items they would like to be included on the agenda for either of these forum meetings.

## **2023/29 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

Paul advised that a Local Plan meeting will be held on Thursday 27<sup>th</sup> July and will be by invite only.

Paul advised he is the Cabinet Member for Children's Services and Chairman of Wellbeing board.

There are now more North East Somerset Members on B&NES Council than Bath members.

With regards to the new crossing promised by B&NES Council on the A37, WECA now require a better business case and a further consultation on the design.

Paul is still pressing for Saltwell Avenue to be resurfaced.

The Chair thanked Paul for the information and stated that the number one priority for the village is the road crossing to the Playpark/Allotment site and bus stop.

## **2023/30 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

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

None this month.

Paul May left the meeting

## **2023/31 FINANCE**

### **a) To note and ratify the payment of accounts dated 7<sup>th</sup> June 2023**

The schedule of payments dated 7<sup>th</sup> June 2023, as listed in Appendix B were noted and agreed, Cllrs P Orchard & C Lewis authorised the online payments.

### **b) To consider and agree any conflicts of interest with BDO LLP**

It was resolved that there are no conflicts of interest with BDO LLP, who are the current External Auditors.

### **c) To receive and note the annual internal audit for 2022/2023**

The Annual Internal Audit Report for 2022/2023 has been completed by Kate Ruddock and the paperwork signed accordingly with no issues raised, this was noted.

### **d) To consider, approve & sign Section 1 - Annual Governance Statement 2022/2023**

Section 1 – The Annual Governance Statement for 2022/2023 was considered and approved and signed by the Chairman of the meeting Cllr M Dury.

### **e) To consider, approve & sign Section 2 - Accounting Statements 2022/2023**

Section 2 – The Accounting Statements for 2022/2023 were considered and approved and signed by the Chairman of the meeting Cllr M Dury.

### **f) To agree the date of the Public Inspection Rights period for the 2022/2023 accounts**

It was agreed that the date of the Public Inspection Rights for the 2022/2023 accounts will commence on Monday 26<sup>th</sup> June 2023, ending on Friday 4<sup>th</sup> August 2023.

The meeting ended at 9.15 p.m.

The next meeting will be held on Wednesday 5<sup>th</sup> July 2023

**Appendix A  
APPLICATIONS**

10/03/2023  
23/00933/FUL  
Mr Stuart Dalton  
Elmhurst, Woollard Lane, Whitchurch, Bristol, BS14 0QR  
Erection of single storey extension to the rear.  
**SUPPORT** - this application if the extension is within the percentage increase allowed on properties within the Green Belt.

15/03/2023  
23/00782/FUL  
RCIH Developments  
18 Churchways, Whitchurch, BS14 0PL  
Proposed attached self-contained dwelling house  
**OBJECT** - The increased use of the cul-de-sac turning head together with the generation of conflicting traffic movements, resulting from the proposed development, would be prejudicial to highway safety. Contrary to Policy T.24 of the BANES Local Plan.

18/04/2023  
23/01381/TPO  
Dobunni Close Management Co  
Street record Dobunni Close, Whitchurch  
T1 Oak – Crown lift to 2m  
**SUPPORT**

15/05/2023  
23/01535/PIP  
Mr Trought  
Strathmore, Staunton Lane, Whitchurch, BS14 0QL  
Permission in Principle Planning Application for the erection of 1no. dwelling and associated works.

24/05/2023  
23/01591/FUL  
Mr Tweedy  
4 Staunton Manor Courtyard, Maes Knoll Drive, Whitchurch  
Erection of a small-scale porch at the entrance to the property

24/05/2023  
23/01592/LBA  
Mr Tweedy – Listed Building Consent  
4 Staunton Manor Courtyard, Maes Knoll Drive, Whitchurch  
Erection of a small-scale porch at the entrance to the property

**RESULTS**

25/01/2023  
22/04997/FUL  
Mr Jordan Franklin  
Vans 365 Wilmin, Staunton Lane, Whitchurch, BS14 0QL  
Erection of a 4 bed,7 person dwelling on land adjacent/between Wilmin & The Elms, Staunton Lane, to follow removal of existing caravan and demolition of existing garage and lean-to-structure.

18/04/2023  
**NO COMMENT  
PERMITTED**

## Appendix B

### MONTHLY PAYMENT OF ACCOUNTS

DATE: 7<sup>th</sup> June 2023

D/D	British Telecom	Phone/broadband	61.45	10.24
D/D	SSE	Electric Clock – May	45.23	2.15
BT	Various	Salaries, mileage, Kings Coronation event,	2,174.64	
BT	WVCA	Rent & meetings – May	198.00	
BT	Your Solution	Maintenance	1,182.00	
BT	B&NES Council	Pension Fund	490.97	
BT	H M Revenue & Customs	PAYE & NIC May	399.85	
BT	Mrs J M Britten	Postage costs survey	543.00	
BT	Kate Rudduck	Internal audit	225.00	
BT	Bouncing Brothers	Bouncy castle & games	191.50	
BT	SLCC Enterprises	Planning summit	144.00	24.00
BT	B A Leach	Compost for planters	15.00	
BT	Mrs J Dury	Wall trough basket liners	54.95	
BT	Zurich Insurance	Insurance	1,241.98	
		<b>Total Payments</b>	<b>£6,967.57</b>	<b>£36.39</b>