

**MINUTES OF A MEETING OF HINTON BLEWETT PARISH COUNCIL HELD
ON WEDNESDAY 25th NOVEMBER 2015 IN THE VILLAGE HALL
Draft until adopted by Council and signed by the Chairman**

Present: Cllrs Mrs E Brimmell (Chairman), Mrs C Arnold, D Duckett, D Elliott, D Huffadine, M Jay and J Layzell
Ward Cllr Tim Warren was also present.

The Minutes were taken by Mrs E Merko (Clerk).

Public Participation: There was one member of the public present.

The Chairman opened the meeting at 7.30pm.

15/72 Apologies: There were no apologies for absence.

15/73 Adoption of Minutes: The minutes of the Parish Council meeting held on 23rd September and the Planning Meeting held on 20th October were agreed as an accurate record. The minutes were proposed and agreed for adoption.

15/74 Parish Council Risk Assessment: The risk assessment for 2016 was reviewed. The following changes were agreed:

- that emails should be kept for 6 months
- that the Playing Field should be added to the section on Use of Land
- that the risk for Use of Land was Low
- that reference to specific events on land should be removed

The 2016 Risk Assessment, amended as above, was proposed and agreed for adoption.

15/75 Prospect Stile interpretative signage: Examples of signs were considered. It was agreed that the illustrated signed was preferred to the etched version. There was discussion of the durability and security of the sign. This would be addressed with the manufacturer.

15/76 Declarations of Interest in respect of Neighbourhood Plans: The advice from BANES was received and noted. All Cllrs present declared an interest in discussion on the Chew Valley Neighbourhood Plan (CVNP) and on the Placemaking Plan as residents within the plan areas and also requested dispensation from the Clerk. Dispensation was considered and granted for all Councillors in respect of discussion and voting on the Chew Valley Neighbourhood Plan and the Placemaking Plan on the grounds that without dispensation the meeting would be inquorate. The dispensation would remain valid until May 2019.

15/77 Chew Valley Neighbourhood Plan: Asset of Community value (ACV) and Locally Important Open Spaces: the ACV and the four green spaces already identified were agreed for inclusion in the Plan, these being The Ring O Bells pub, land south of Lower Road, the Glebe, land at West End and the playing field. It was agreed that the land at West End would not be put forward for nomination as a Locally Important Green Space. The church and Village hall were discussed as possible ACVs but it was decided that it was not necessary to include these. There was also a query about whether Locally Important open space designation would affect land value.

15/78: Chew Valley Neighbourhood Plan: administration of Community Infrastructure Levy (CIL) on new development: it was proposed and agreed that the view of Hinton Blewett Parish Council was that any local CIL money should be pooled in a central fund with that of other participating parish councils in the CVNP for the benefit of the Chew Valley.

Signed..... (Chairman) Dated..... Page..... 1

ACTION 15/78/1: to report back to the CVNP the ACV, greens spaces and preference on CIL money.

15/79 Mendip Hills AONB Partnership: it was proposed and agreed to nominate Cllr Mrs Brimmell as the Parish Council representative for BANES.

15/80 Village Litter Picking Day: It was proposed and agreed that this would take place on Sunday 6th March in support of Clean-Up Day for the Queen's 90th birthday. It was noted that new landlords would be moving into the Ring O Bells on 7th December and it was suggested that they may wish to join the Litter Picking event with refreshments afterwards. Cllr Elliot would discuss this with the new landlords.

ACTION 15/80/1: Clerk to make appropriate arrangements and advertise the litter picking day.

15/81 New residents' welcome pack: Support was received for the idea of a welcome pack for new residents, ideas for which had been compiled. It was suggested that this could be delivered in the form of a booklet and / or a postcard with the Parish Council's web address where a PDF of the full pack would be available for viewing/download.

ACTION/15/81/1: Clerk to put together the welcome pack.

15/82 Christmas tree: it was agreed that the Parish Council would purchase the Christmas tree for the Barbury and also to make provision in next year's budget. A risk assessment would be completed.

ACTION 15/82/1: to purchase a tree and complete a risk assessment.

15/83 Ragwort: It was agreed that the serious effect of ragwort on animals warranted a letter to local farmers to request that they take steps to prevent the weed from seeding.

ACTION 15/83/1: letter to be drafted and brought to the next meeting.

15/84 Snow Warden scheme: Cllr Layzell reported that a parishioner had volunteered to be a Snow Warden along with himself and that they would receive training. Cllr Jay would receive the salt from BANES to assist the snow wardens.

15/85 Monthly accounts and bank reconciliation: the Finance Monitor confirmed at the meeting that the bank reconciliation was correct. There were no variances to report. It was proposed and agreed that the accounts report to 31st October 2015 was a true reflection of the bank account.

15/86 Authorisation of payments:

Cheques

£111 Rialtas Business Solutions for Alpha software annual licence (+VAT) (chq 426)
 £85 Rialtas Business Solutions for EMR training 06.10.2015 (+VAT) (chq 426)
 £115.01 Clerk's expenses – stationary, mileage etc (+VAT) (chq 427)
 £60.00 Martin Currell for restraining noticeboard and strimming at playing field (chq 428)

Standing Orders

Clerk's salary - NJC salary scale point 16, pro rata for 6 hours per week
 Clerk's homeworking allowance (£18 pcm)

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Cllrs Layzell and Arnold were instructed to sign cheques. It was proposed and agreed to approve the payments.

The following income was noted:

£3992.50 BANES - Precept payment part 2

£90 BANES - Parish grant payment part 2

ACTION 15/86/1: Cllr Duckett to be added as a signatory on the bank account.

15/87 **2016/17 Budget:** the grants policy was agreed. It was agreed not to add any further budget for grants but to consider ad hoc applications against the grants policy and make grants awards from Parish Council reserves if this was felt appropriate.

15/88 **Highways and Footpaths:**

- Cllr Elliott was thanked for repairing the kerbstones on the Barbury. It was reported that some were loose again. Cllr Elliott would look at these.
- The Manor House hedge on the bend was again to be queried with the Highways Inspector who had reported that there were no problems but photos showed that it was beyond the verge.
- The Highways Inspector had reported that Lower Road had been added to his "Consideration List" for future resurfacing works.
- Drainage on Lower Road close to the junction with Cameley Lane was unsatisfactory following various removals and replacement of the road surface. This had been reported to BANES for inspection.
- The increased litter around the village seemingly from passing cars was noted with concern. It was suggested that the Village Operative for Cameley & Temple Cloud might clear litter up to the parish boundary.

ACTION 15/88/1: Clerk to contact Cameley Clerk to enquire about the Parish Sweeper and whether they clear Cameley Lane up to the Boundary.

- The Old Rectory hedge was still in need of cutting back and was being pursued by the Highways Inspector. It was also noted that leaves that had been cleared from the Rectory had been deposited on the Barbury, a letter would be sent politely requesting their removal.
- Potholes were noted at the bottom of Coley Hill at the finger post and outside Webstile Farm. These would be reported to BANES.
- It was noted that the BANES PRow Officer would be away until the New Year.

15/89 **Ward Councillors' report:** Cllr Warren reported that BANES had been successful in gaining Enterprise Zone status for the Somer Valley. It was also reported that devolution for the West of England was being discussed but that this would only be possible along with the creation of a "Metro Mayor", a regional post which would sit above the council leaders for Bristol, BANES, North Somerset and South Gloucestershire.

15/90 **Items for information from the Clerk:**

a) Actions Report: the report was received and noted.

b) Defibrillator maintenance: it was reported that a volunteer had come forward to take over the fortnightly checks.

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c) BANES’ Development Management (Enforcement) training: The training had been attended by the Clerk and Cllr Brimmell. It had been a useful opportunity to meet the enforcement team and the issue of communication between the team and Parish Councils was discussed in detail. The opportunity had been taken to discuss the enforcement issue at Prospect Stile Farm.

The training had highlighted an issue on which the Enforcement team has power to act which was “where land has become so untidy that it harms the amenity of the surrounding area.” In light of this it was agreed that the state of the land surrounding Home Farm at the mobile home and on the other side of the road would be reported.

ACTION 15/90/1: Clerk to report Home Farm to Enforcement on grounds of untidy environment.

d) BANES Placemaking Plan: it was reported that the draft plan would be considered by Council on 4th December and the Hinton Blewett pages were noted.

e) Sector-Led Body for Audit: it was agreed that this would be beneficial to the Parish Council.

f) Riparian Ownership and watercourse maintenance: the guidance from BANES was noted.

g) Joint Spatial Plan and Joint Transport Strategy: it was agreed that discussion on this would be deferred to January.

h) Power dips: three instances of financial loss as a result of power dips were reported and it was agreed to write to Western Power to bring this to their attention and to request the process for claiming compensation.

ACTION 15/90/2: Clerk to write to Western Power.

i) Broadband: it was reported that the Temple Cloud Exchange had now been enabled and that BT customers could now call and request faster (not superfast) broadband.

j) Horse fouling: it had been reported by residents that there was regular horse fouling along Upper Road. It was agreed that there was not a practical way or a law to require clearing up after horses.

k) Hedge on Lower Road: residents had complained that the height of the hedge adjacent to the Land South of Lower Road had increased considerably. It was agreed that a letter would be sent to the Estate Manager requesting that the height be reduced.

ACTION 15/90/3: letter to be sent to Tom Rees-Mogg regarding the height of the hedge.

l) Village Agent: it was reported that there was now a new Village Agent who would attend the next Parish Council meeting to introduce herself.

The meeting closed at 9.40pm.