

**MINUTES OF A MEETING OF HINTON BLEWETT PARISH COUNCIL HELD
ON MONDAY 28th NOVEMBER 2016 IN THE VILLAGE HALL
Draft until adopted by Council and signed by the Chairman**

Present: Cllrs Mrs E Brimmell (Chairman) and C Arnold and Cllrs D Duckett, D Elliott, D Huffadine and M Jay.

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 7.40pm.

16/205 Apologies: There were apologies from Cllr Layzell.

16/206 Declarations of interest: There were no declarations of interest.

16/207 Adoption of Minutes: The minutes of the Parish Council meeting and Planning meeting held on 28th September 2016 were agreed as an accurate record. The minutes of both meetings were proposed and agreed for adoption.

16/208 Chew Valley Neighbourhood Plan: It was reported that the examining Inspector had made minor corrections and consequential modification of text which had improved the wording and which had been signed off by the CVNP Committee. The Plan was due to go to community referendum in early 2017 and Parish Councils would be asked to encourage residents to vote.

16/209 B&NES Placemaking Plan: It had been hoped that the Inspector's report following the Local Green Space hearing would be available but it had not yet been received.

16/210 Village Litter Picking Day: it was agreed that this would take place on Sunday 5th March in line with The Great British Spring Clean. Advertising of the event to follow.

16/211 Speeding in the village: following discussion it was noted that the village was not likely to be eligible for a community speedwatch scheme as the current speed limit in the village was the National Speed Limit. It was agreed instead to pursue the possibility of a 30mph limit through the village.

Action: 16/211/1: Clerk to contact B&NES to request a 30mph limit in the village.

16/212 Snow wardens: following discussion of the expectations of snow wardens to grit only pavements in the village it was agreed that this role was not necessary for the village. It was requested instead that enquiries be made as to the procedures put in place by B&NES for extreme weather conditions in the village and that this be reported back to the Parish Council. With the resignation of Cllr Layzell the position of Emergency Planning and Snow Contact had become vacant. Cllr Jay was proposed and agreed as the Emergency Planning and Snow Contact.

Action 16/212/1: To investigate and report back on measures to ensure the village is not cut off by extreme weather.

16/213 Parish Council risk assessment 2017: following review of the additions, the risk assessment was approved for 2017.

16/214 Action Plan 2017: following discussion the Action Plan for 2017 was amended and agreed (attached as appendix 1). To be reviewed in July.

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

www.hintonblewettpc.co.uk/parish-council/current-agendas-and-minutes

16/215 Budget 2017/8: there were no additional items suggested.

16/216 Monthly accounts and bank reconciliation: The Finance Monitor confirmed that the bank reconciliations were correct. It was proposed and agreed that the accounts report to 31st October 2016 was a true reflection of the bank account. There were no significant variances to note.

16/217 Authorisation of payments: The following payments were considered:

Cheques

£100.00 Annual inspection of play equipment to B&NES (+VAT) (chq 464)

The purchase and installation of a Christmas tree on the Barbury was approved.

It was noted that Martin Currell's invoice dated 31.8.2016 for weeding around the village car park which was approved at the last meeting was paid in error as the cost should have been paid by the Village Hall. A replacement invoice for hedge cutting at Prospect Stile and Playing Field, and Playing Field strimming was approved at a cost of £52.50 and the original invoice passed to the Village Hall for payment.

Standing Orders

Clerk's salary - NJC salary scale point 17, pro rata for 6 hours per week

Clerk's homeworking allowance

CLrs Huffadine and Duckett were instructed to sign cheques and invoices. It was proposed and agreed to approve the payments.

Income

There was no income to report.

16/218 Highways and Footpaths:

- It was noted that a new case officer had taken over the issue of animal welfare in the village. Future issues should be reported to Emily Kerry: Emily_kerry@bathnes.gov.uk
- Stowey Action Group extended thanks to all residents that assisted in sending vehicles registration details all of which were followed up and built up the case against Stowey Quarry. It was reported that the Quarry had been closed by the Environment Agency pending a criminal prosecution.
- The hedge on Lower Road had been cut.
- Thanks were extended to Alan Quantrill for tidying the grass cuttings from the playing field and to Graham Sage for arranging cutting of the Playing Field hedge (roadside) both at no cost to the Parish Council.
- The agreement between the Parish Council and Duchy of Cornwall for the newly refurbished platform and interpretative sign at Prospect Stile was noted.
- There was discussion of two letters from walkers who reported that the signage was not good for the path between CL12/22 and Upper Road / West End Farm. It was confirmed that there were stiles at each end of the path but the exact status of the path was uncertain and there was also concern about the proximity of the electric fence to the path, which would be raised with the PRow Officer.
- An innovative scheme recently initiated in Devon and soon to be rolled out in Cornwall was discussed with optimism. Clerk to continue to pursue the suggestion with B&NES.
- There was a flood across Upper Road at West End Farm which appeared to have been caused by a damaged drain in or near the field. This would be reported to Bristol Water.
- General concern was expressed about the state of the drains throughout the village. It was asked that someone might come out to look to discuss the issues.

www.hintonblewettpc.co.uk/parish-council/current-agendas-and-minutes

- It was reported that a boat was wedged under Coley Bridge causing a back-up of water. This would be reported to Bristol Water.
- An abandoned vehicle which had been towed from Middle Road to the Barbury had now been moved to the Village Hall car park. Attempts were being made to request that the owners removed it.

Action 16/217/1: to invite an Officer from B&NES to visit to discuss drains.

16/219 Information from the Clerk:

- a) Actions Report:** there were no actions to report.
- b) Planning decisions:** decisions on applications at Widcombe Lodge, Prospect Stile Farm and Perrymead were noted.
- c) B&NES Core Strategy Review:** it was not deemed necessary to make a response at the present time.
- d) Residents' consultation:** the survey questionnaire was reviewed and amended. To be sent out with the January Parish News and electronically to the Parish mailing list.
- e) Firework displays:** concern was expressed again about the effect of a recent unannounced firework display on livestock and pets. It was suggested that residents could ask the Clerk to circulate information about planned firework displays.
- f) Fly-tipping of asbestos:** a recent incident of fly-tipping was reported and residents were reminded that fly-tipping should be reported to B&NES for cleansing: council_connect@bathnes.gov.uk 01225 39 40 41
- g) Parking on the Barbury:** the landlords of the Ring O'Bells had made a suggestion for increasing the parking on the Barbury. It had been suggested that the area used for parking on the lower part of the Barbury be squared up to encourage cars to park at right angles, therefore maximising the available space. The suggestion in its present form appeared favourable. A detailed plan of the proposed works would be requested for consideration at the next meeting.
- h) Resignation of Cllr Layzell:** the vacancy would be reported to B&NES and a notice would be displayed inviting electors of the Parish to request a by-election within 14 working days should they wish to do so. If no by-election was requested then Cllrs would look to co-opt a new Councillor at the January meeting.

The meeting closed at 9.40pm.

APPENDIX 1: ACTION PLAN 2017

Action	Notes	Costs	Due date	Follow-up
Stones on Barbury	It has been agreed (and budgeted) that large stones will be purchased and placed on the lower corners of the dividing road to stop large vehicles driving over the edges.	TBC	Winter 2017	Stones had been sourced but transporting them was an issue. An alternative source was suggested and would be followed up. (Nov 2016)
Enhancement of the Village Pound	At the PC meeting on 28 th September it was agreed that a project would be started to protect and enhance the Village Pound. <ul style="list-style-type: none"> Remove the tree, weed-spray the nettles which seem to be on the edge Erect stronger post/stones on edge Possibility of an Interpretative sign With tree and nettles gone try again to encourage wild flowers. Soil samples taken by Avon Wildlife Trust to ascertain suitability for wild flowers. On the advice of Avon Wildlife Trust regularly cut the grass to keep back the nettles. 	£100 (suggested) plus budget for ongoing grass cutting (£50)	Autumn 2017	Suggest that alongside this project the residents are asked their opinions on this and other projects which could be undertaken by the Parish Council.
Vegetation clearance in PS Stile view	Following the refurbishment of Prospect Stile viewpoint, the Duchy of Cornwall has been approached to agree to clearance of some excess vegetation which currently hinders the view of the lake etc.	No cost to PC.	Spring 2017	The Duchy Deputy Land Steward has confirmed that they will look to do this in the winter.
Achieve Local Councils Award Scheme Foundation status	A plan of action has been put in place. Relevant additional policies were agreed at PC on 28 th September. This Action Plan to be agreed and reviewed 6-monthly. Relevant resolutions to be put to Parish Council in January/March and Foundation Award status to be applied for in April 2017.	£100 to be budgeted in 2017-8	July 2017	
Speeding in the village	This issue has been revisited a number of times with varying results. The current suggestion is to investigate the possibility of a compulsory 30mph through the village.	0	Ongoing	

Planning Training for all Councillors and Clerk	It has been an aspiration of the PC for some years to receive some bespoke planning training for all councillors and the Clerk to better inform the discussions of Planning meetings. ALCA now offers specialised planning training but only in specific sessions at a cost of £95 per person. It is hoped that this course could be brought to the area and tailored specifically to the local parishes.	Anything from £200-760. To be negotiated.	Ongoing.	
Village Litter Pick	A success in previous years, to make this event annual.	0	Winter 2017	
Preservation/enhancement of Conservation Area views	CAA notes that key views should be protected and enhanced. Consideration to be given to raising height of oak tree on Barbary and to reducing/removing trees planted along Cam Brook as part of a Wansdyke DC initiative back in 1994/5. It would need co-operation of the landowners.	Local tree surgeon might undertake work foc	ongoing	The oak tree has been attended to (November 2016).
No Parking sign	A new No Parking sign is to be installed at the top of Litton Lane to address dangerous parking and obstruction on this junction.	£50-100	Winter 2016	It is suggested that the Parish Council and the pub work together on some printed sheets to place on cars that are parked on the junction.
Police update	Following discussion with another Parish to ask the Neighbourhood Policing Team to bring an annual update to the Parish Council.	0	April 2017	
Works to provide parking on the Barbary	In collaboration with the landlords of the Ring O'Bells to square up the area of the Barbary on which cars park to encourage all cars to park at right angles to maximise parking spaces.	To be negotiated with the pub.	Spring 2017.	The next step is for the pub to be invited to send a plan of the proposed changes.
Parish Council provision of services for elderly in the home	In consideration of devolved services and the Parish Council's consideration for residents of the Parish it is suggested that future care provision could be made by the Parish Council for services to the elderly in their homes. An idea to put forward to ALCA/NALC.	TBC	Ongoing.	
Dark skies initiative	In line with the Neighbourhood Plan policy, to pursue a dark skies policy for existing housing in the village.	TBC (minimal)	Ongoing.	