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**MINUTES OF THE MEETING OF HINTON BLEWETT PARISH COUNCIL HELD
ON TUESDAY 28th NOVEMBER 2017 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 Huffadine, M Jay, S Keith

The Minutes were taken by E Merko (Clerk).

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

The Chairman opened the meeting at 7.35pm.

17/348 Apologies: Apologies were received from Cllr D Elliott.

17/349 Declarations of interest: Cllr Jay declared an interest in item 15 on Footpaths.

17/350 Adoption of Minutes: The minutes of the meeting of the Parish Council held on 26th September and Planning meetings held on 26th September and 19th October 2017 were agreed as an accurate record. The minutes of all three meetings were proposed and agreed for adoption.

17/351 Opening up of the views: Quotes had been obtained for raising the head of trees and laying the hedges along the bottom of the fields below Lower Road. The landowners' views had been sought in the first instance. It was agreed that a village meeting would be arranged for early January. If the views of the village were favourable to the project then the possibility of donations would be sought or provision could be considered in the 2018/19 budget and precept calculation to take the project forwards. If there was not sufficient support from the village then the project would be closed.

ACTION 17/351/1: arrange and publicise a public meeting to present to the village the project to open up the views.

17/352 Christmas tree: the Parish Council discussed a suggestion from a resident for a Christmas tree to be shared with the Ring O'Bells pub. Comments from residents regarding the Christmas tree on the Barbury were also discussed. It was noted that on the question of having a Christmas tree at all the responses showed 12 in favour and 6 against. Therefore it was agreed that the Parish Council should go ahead with a Christmas tree. It was felt that a tree in the pub courtyard supported by the Parish Council would still be seen as the pub's tree and therefore this idea would not be pursued. The possibility of a power supply either from the pub or from the Rectory was dismissed as trailing wires was too dangerous. The Parish Council then gave serious consideration to the idea of a "daytime tree" with enhanced decorations but no lights and also to the idea of lights powered by a car battery.

It was agreed that the suggestion to power lights from a car battery would be investigated and the following actions pursued as soon as possible:

- a) Ask at the Risk Assessments workshop, to be attended by two Councillors and the Clerk, what risks should be considered with use of a car battery;
- b) If approved to liaise with Cllr Jay about the loan of a battery and safety measures that would need to be put in place;
- c) To purchase a set of lights suitable for use with the battery;
- d) To confirm costs and arrange installation of the tree;
- e) If the battery idea was not possible to continue with the solar powered display for this year.

The Parish Council thanked everyone that had responded to the email about the Christmas tree and it was suggested that residents could be invited to donate decorations for the tree. However, it was later decided that this was not practical.

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Lastly, the Parish Council discussed a suggestion from the pub to hold a joint Christmas lights celebration with them at a celebratory event on 8th December. Unfortunately, the installation of the tree was not possible until 9/10th so it was agreed to decline on this occasion but to be open to future joint community events.

17/353 Dog fouling: the Parish Council discussed a suggestion that a letter should be sent to all residents outlining their responsibilities as dog owners. It was noted that the law did not prohibit dog fouling on agricultural land or indeed on any land where a speed limit was above 40mph. It was therefore on moral grounds that the Parish Council would be raising the issue. The danger to livestock was considered serious. Therefore, instead of a letter to residents, it was agreed that fresh posters asking owners to pick up after their dogs would be produced and put around footpaths.

ACTION 17/353/1: Produce and distribute posters to encourage walkers to clean up after their dogs.

17/354 Village Litter Picking Day 2017: it was agreed that the annual litter picking day would be Sunday 4th March in line with The Great British Spring Clean. B&NES would be asked to supply equipment as usual and advertising of the event would follow.

ACTION 17/354/1: arrange village litter picking day for Sunday 4th March.

17/355 B&NES Options Consultation: Preferred site options consultation would follow next summer and it was hoped the new Local Plan would be adopted in 2019. Attention was drawn to Housing Development Boundaries (HDB). Although verbal assurance had been given that any permitted development adjacent to the HDB did not mean an automatic re-drawing of the HDB, the Council would notify B&NES to ensure that it would be consulted on any suggestion of redrawing the HDB.

17/356 Data Protection: the requirements of the General Data Protection Regulations were noted.

17/357 Parish Council risk assessment: following review of the amendments, the risk assessment was approved for 2018 and would be published on the website.

17/358 Budget 2018/19: the draft budget was discussed.
It was agreed that the printer did not need to be replaced at present and that no further funds needed to be earmarked but that the EMR should be held for future need.
A possible budget for opening up the views was suggested.
It was agreed that the grants budget should be increased.
A suggestion of CCTV was discussed due to the increased incidents of break-ins. The clerk would investigate the law around CCTV on private buildings capturing images of public areas and if appropriate costs would be investigated.

ACTION 17/358/1: investigate CCTV and costs.

17/359 Monthly accounts and bank reconciliation: The Finance Monitor confirmed at the meeting that the bank reconciliation was correct. The accounts and variances were noted. It was proposed and agreed that the accounts report to 31st October 2017 was a true reflection of the bank account.

17/360 Authorisation of payments:
The following payments were considered:

Cheques

£116.00	ALPHA finance software licence 2017/8 (+VAT) (chq 504)
£349.88	Barbury maintenance 2017 by B&NES (+VAT) (chq 505)
£95.00	Fuel for cutting of the Playing Field (A Grant) (chq 506)
£90.00	Risk assessment training by ALCA for Clerk, Cllr Brimmell, Cllr Duckett

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Standing Orders

Clerk's salary at NJC salary scale point 18, pro rata for 6 hours per week.

Clerk's homeworking allowance (£18 pcm).

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

The following receipts were noted:

£4155.00 Precept part 2

£35.00 Parish Grant part 2

17/361 Highways and Footpaths:

- The response from B&NES on the standard of Highways repairs was noted. The Parish Council was not happy with the response regarding the standard of repairs and asked that the history of the enquiry was taken up with Ward Cllr Warren.
- Mud on the road and grass growing through it was reported on Widcombe Hill and Hook Lane and would be reported to B&NES.
- A large branch blocking the footpath at Hollowmarsh Lane had now been cleared and thanks sent to the PRoW Officer.
- Fencing obstructing access between footpaths CL12/23 and CL12/22 was being investigated as the legal designation of the footpaths was conflicting. B&NES was in on-going discussion with the landowner and about the possible re-siting of a stile.
- The opening up of Spring Lane along the original track was discussed in order to restore the historical trackway. It was not intended to make any improvements to the base of the track which was water logged. The PRoW officer had suggested that Bath Ramblers would be able to help.

ACTION 17/361/1: To contact Bath Ramblers regarding the renovations to Spring Lane.

17/362 Ward Councillor's report: as Cllr Warren was not present there was no report.

17/363 Items for information from the Clerk:

- a) **Actions Report:** the report was noted. The Playing Field shelter would be delivered in mid-January.
- b) **Residents' survey:** completion of actions resulting from the survey in January 2017 was noted.
- c) **Litter/dog waste bin at Coley:** as B&NES were not able to empty additional bins it was agreed that the purchase and installation of a bin by the Parish Council was not appropriate.
- d) **Play area inspections:** the observation of the inspector regarding the height of the basket swing was noted. It was reported that this had now been actioned and the height now set at the correct level.
- e) **Defibrillator:** the decision not to go ahead with purchase of a spare kit shared with other Parishes was noted.
- f) **Other information:** the items of information that had been circulated were noted.
- g) **Fireworks:** it was noted that recent fireworks had disturbed livestock. It was asked that a reminder be posted on the noticeboard again asked residents to inform neighbours when planning displays.
- h) **Chew Valley Transport Strategy:** it was reported that the recent consultation presentation had included a potential approved cycle route through the village and it was asked that the Parish

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Council respond to highlight the danger to cyclists around the road between North Widcombe and Tudor Farms between which very large farm vehicles passed frequently and could be a danger to cyclists along a narrow stretch of road.

It was resolved to close the meeting to the Press and Public on the grounds that the following item involved the likely disclosure of exempt information falling within those paragraphs indicated in Part 1 of Schedule 12A of the Local Government Act, 1972, as amended.

17/364 Maintenance of the Barbury: quotes from four contractors were considered. It was proposed and agreed to accept the quote from Primrose Garden Maintenance for £50 per cut for cuts between mid-March and mid-October 2018. It was hoped that mowing fortnightly instead of the previous monthly cuts would improve the look of the Barbury.

ACTION 17/364/1: Clerk to contact Primrose Garden Maintenance and obtain completed Contractor's Work Sheet.

The meeting was re-opened.

The meeting closed at 9.41pm.