

# Combe Hay Parish Council

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BATHAVON WEST WARD, BATH & NORTH-EAST SOMERSET

## MINUTES OF THE PARISH COUNCIL MEETING

held at 7.00 pm on Wednesday 10 December 2015 in Combe Hay Parish Church

Actions – marked **A** at right – are on the Clerk and on any Councillor whose initials also appear

**Present:** Councillors J. Long (Chairman), M. Austwick, C. Harrison  
S. Saker, J. Young

**In attendance:** Ward Councillor D. Veale, R. Campbell (Clerk)

### Public Participation

The Chairman welcomed all Councillors. No member of the public was present.

- 15.47 **Apologies** Apologies were received and accepted from Cllrs P. Mills and D. Samson.
- 15.48 **Declarations** There were none
- 15.49 **Minutes** The minutes of the meeting of 8 October were agreed to be a true record. They were signed by the Chairman
- 15.50 **Clerk's report** All items are covered elsewhere in the agenda.
- 15.51 **Living archive** There are four members of the group: Malcolm Austwick, Sue Saker, Sue Webb and Martin Boyce. Cllr Saker reported a positive start, three meetings having been held to date. She said that
- The archive was currently stored in plastic bags, which was particularly bad for photographs. Everything needed to be catalogued properly
  - It was hoped to borrow video recorders to film interviews with older residents; the sooner their memories were recorded, the better.
  - The archive would be advertised in the Village Newsletter in January 2016. There would be an open weekend in summer/autumn to whet people's appetites.
  - It was planned to visit the County Museum to retrieve material
  - The eventual aim was to apply to the heritage lottery fund for website funding of £3 to 5K.
  - Combe Hay Living Archive had been registered as a domain name.
  - The Parish Council are the owners/ custodians of the archive. The group sought CHPC's support of £150 to buy storage boxes.

It was agreed unanimously that the Parish Council would provide this support.  
(See minute 15.57 iii)

## 15.52 Planning

(i) Applications Councillors considered the following applications:

**15/05277/TCA** Manor House Farm, Backy Hill, Combe Hay

Proposal: 1 x young hornbeam – crown reduction to a final height of 24 feet and a width of 18 feet. **Agreed to support**

**15/04609/CLEU** Graden Farm Cottage, Wycotte Hill, Combe Hay, Bath, Bath and North East Somerset, BA2 8RE

Proposal: Use of dwelling in breach of condition of previous application dated 3rd November 1949 (Certificate of Lawfulness for an existing use). **Agreed to support**

(ii) Decision 15/04609/CLEU Graden Farm Cottage, Wycotte Hill: lawful

## 15.53 Roads and transport

(i) Stopping-up order at Combe Hay Lane Cllrs Long, Mills & Harrison and the Clerk had had two site meetings with Andy Jefferies, representing Week Farm, the second also with Nick Sperring of B & NES Highways. It had been agreed that the carriageway-plus-verge to remain in Highways' ownership after the stopping-up should be six metres at the widest point, allowing room for two trucks to pass. This had subsequently been confirmed by B & NES

(ii) Flower's Hill A site meeting about access and parking problems will be arranged with B & NES Highways via the good offices of Cllr Veale. **A DV**

(iii) Highways updates Bristol Water is adamant that that the surface water at Anchor Lane is not due to leakage. Assuming this to be the case, Nick Sperring will apply for a drainage scheme in the 2016/17 Highways budget. B & NES to be asked to confirm this is writing. **A**

15.54 **Rights of Way** There was nothing to report

## 15.55 Cemetery

(i) Wall repair The Clerk had met Philip Harrison on site. It had been agreed to repair/rebuild as necessary a 30' length of roadside wall running uphill from the collapsed section, using lime mortar. This is scheduled to start in March 2016, subject to confirmation that a quotation has previously been approved by the Parish Council. Failing this, the matter will be considered at the 11 February meeting. **A**

Derek Withers, Wellow/Shoscombe Burial Board Clerk, had kindly visited Combe Hay cemetery. He and the Clerk had performed topple tests on gravestones. One had been righted; two more need attention.

Mr Withers had supplied a list of burial charges at Wellow. It was agreed to look at Combe Hay's charges again in February. **A**

It was agreed to ask Trevor Osborne's to fell a dead tree on his land above the back wall of the cemetery and to provide the cemetery tap he had kindly offered. **A**

(ii) Burial/ burials of ashes

- The Clerk had agreed a request for the burial of the late Ann Venables
- Councillors agreed to a request to bury ashes of Winifriede Laurie. **A**

request to bury ashes of a non- resident was considered. It was agreed to seek more information and consider the matter again in February. **A**

**15.56 Asset transfer**

Lower car park and land at Avenue Cllr Austwick said records indicated that both pieces of land remained in the ownership of the Robertson family.

Cllr Mills had questioned whether the Parish Council should take on responsibility for the Avenue land. Cllr Austwick will establish whether this is not in fact already the case.

Sam Brown to be asked for advice about the trees on the opposite side of The Avenue. **A**

**15.57 Finance**

(i) Financial statement The financial position at to 8 December was noted

(ii) Audit It was agreed, as recommended by ALCA, take no action and so remain opted-in to the new sector-led audit body set up by NALC.

(iii) Budget Councillors reviewed the draft budget. They agreed with a comment received from Cllr Mills that the precept should be maintained at its 2015/16 level, and adjusted accordingly. Greater provision for tree felling and professional fees was made.

**RESOLVED** (proposed Cllr Long, 2nd Cllr Young, unanimous) to set a balanced budget, a copy of which is attached to these minutes, on income of £8,652.

(iv) Precept 2016-17

**RESOLVED** (proposed Cllr Long, 2<sup>nd</sup> Cllr Austwick, unanimous) to sign a precept for £8,500 (eight thousand five hundred pounds). **A**

(iv) Payments

**RESOLVED** (proposed Cllr Long, 2<sup>nd</sup> Cllr Harrison, unanimous) to approve the following payments £:p

100752	M. Austwick, refund Avenue railing expenses	107:87
100753	R. Campbell, Clerk's salary November	295:71
100754	R. Campbell, Clerk's salary December (postdated)	295:51
100755	PAYE (due to HMRC by 19/1/16)	221:80

**15.58 Broadband** Cllr Austwick had contacted Wild West Net, who install masts on church towers, and was waiting for a response.

**15.59 Correspondence and reports**

(i) Correspondence Items were considered elsewhere in the agenda

(ii) Reports See minute 15.61 below.

**15.60 Website** The Clerk was requested to produce proposals for a simple but robust website for the February meeting and to seek a grant not exceeding £1500.

**15.61 Meetings and events**

(i) Cllr Long apologised for having been unable to attend a recent planning

course. Cllr Young had attended such a course. Cllr Saker was due to attend one on landscape and trees the following week.

The Clerk had attended a meeting of the Environs of Bath Committee and had written a letter to B & NES Development Management, circulated beforehand to councillors, objecting to any development at Sulis Down in excess of that agreed by the Core Strategy Inspector.

(ii) The next Parish Council meeting will be on Thursday 11 February at 7pm in Combe Hay Church.

The Chairman thanked those attending and closed the meeting at 8:40pm