Combe Hay Parish Council

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BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

**Minutes of the Parish Council (CHPC) meeting held online via Zoom**

**at 7:00p on Monday 29 April 2020**

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

**In attendance**: R. Campbell (Clerk)

The Chairman called the roll and set out procedures for the online meeting

**PUBLIC PARTICIPATION**

No member of the public was present online.

20.030 **Apologies** Apologies (which were noted after the meeting) were received from Cllr J. Long.

20.031 **Interests** There were no declarations of interests.

20.032 **Meetings**

(a)NOTED that the Annual Parish Council Meeting advertised for 20 May could lawfully be postponed to any date until the end of May 2021, the Chairman remaining in place in the interim. AGREED nonetheless to hold the APCM via Zoom on 20 May as planned.

(b) NOTED that the Annual Parish Meeting (which is not a PC meeting) is not covered by legislation permitting online meetings and is postponed indefinitely.

20.033 **Minutes** The minutes of the Parish Council Meeting held on 30.3.20 were AGREED to be a true record, with the following amendment: fifth line of heading, delete ‘Wednesday’, insert ‘Monday’. The minutes were signed by the Chairman.

20.034 **Coronavirus** The Chairman had circulated a report.

(a)Each of the five geographically based community groups has two coordinators and a number of volunteers. Each week the coordinators and PC Chairman exchange messages about activity in the preceding week and ideas for coming weeks. Overall, people seem to be coping reasonably well and are resonably self-sufficient, with well-organised support. The Wheatsheaf food service is widely used, and volunteers are speaking to and organising shopping for many of the elderly and vulnerable.

(b) The Parish Council is not aware of anyone who has tested positive for Coronavirus in the parish, although some have suffered symptoms.

(c) Future activities being considered:

* letter writing by the children to the elderly and happy birthday singing
* a VE day singsong at 3pm on 8 May (at appropriate distances)
* a more formalised and regular phone call catch up.

Cllr Boyce asked what more the five community groups could do if social distancing continued after the lockdown ended. He suggested enhanced communication between the different clusters, citing his own case where he felt very involved with his very local group but somewhat detached from Combe Hay as a whole.

Ward Cllr McCabe reminded people of the following B&NES site.

<https://beta.bathnes.gov.uk/coronavirus>

20.035 **Clerk’s report**

A written report had been circulated. Actions are noted under the relevant minute.

20.036 **Planning** (a) The following application was considered

|  |  |  |
| --- | --- | --- |
| 20/01391/TCA 16.04.20 Westhill House, The Lower Lane, Combe Hay, BA2 7EG | Douglas Fir (T1) – Fell | RESOLVED (proposed Cllr Saker, 2nd Cllr Austwick, unanimous) to recommend that the Officer first ascertain whether the threat of damage to the wall and to vehicular access (by development of a pinch point) can be addressed without bringing down the healthy tree completely |

(b) The following planning decision were noted.

|  |  |  |
| --- | --- | --- |
| 20/00643/CLEU  17.02.20  Upper Tunnel Farm, Browney Lane, Combe Hay | Buildings and land use for storage (use class B8) (Certificate of Lawfulness for an Existing Use) | **Lawful** 9.4.20  CHPC: Support (delegated) |
| 20/00256/FUL  22.01.20  1 Croft Cottages, The Lower Lane, Combe Hay, BA2 7EG | Erection of basement and ground floor rear extension | **Permitted**  CHPC: Support (delegated), subject to drainage and maintenance issues being addressed. |

(c) Planning enforcement updates

* B&NES have been asked if a new gate opposite Cromwell Farm requires planning permission.
* To be established whether this new access blocks a permissive path.
* Noted that there is a significant patch of Japanese Knotweed towards the cemetery.   
  **ACTION**: the landowner to be contacted in the first instance, then, If needed, the council to notify B&NES

(d) To CONSIDER a response to the B&NES Local Plan Partial Update consultation (closing   
date 1.6.20)

Ward Councillor Matt McCabe set out the background. The government instruction was to keep planning going during the Coronavirus outbreak. The West of England Joint Spatial Plan having failed, a new strategic overview was required. Local plans have by law to be reviewed after five years. In the current update consultation (closing date 1 June) B&NES Council are laying out what they propose to consider and asking if this is sufficient. They will then prepare a new draft on which they will consult. Further land for building would need to be found. It was the view of the planning authority that this should not be at Sulis Down. He said affordable dwellings in the City centre were preferable.

The Chairman said that CHPC should respond to the consultation with regard to Sulis Down.

AGREED that a working group of Cllrs Austwick, Bellars and Boyce will put together comments for consideration by the May meeting of the council.

Ward Cllr N. Butters joined the meeting. He said a walking and cycling map of the city was being developed.

Cllr Young reiterated her earlier concern about combe Hay being swamped with water run-off from Sulis Down.

20.037 **Cemetery**

Update on purchase of new land

* Revised solicitor’s cost just covered by provision
* Draft conveyance issued

Grass cutting

**ACTION**: the contractor to be chased to cut the grass in the cemetery.

20.038 **Risk assessment**

(a) Minor amendments to the risk schedule covering restrictions on physical meetings, the burial book and electronic banking were AGREED.

(b) Establishing a value for The Avenue railings: no update

20.039 **Standing Orders**  Minor revisions to Standing Orders were AGREED. The Chairman and Vice-chairman will handle staff appraisals.

20.040 **Finance**

**RESOLVED** (proposed Cllr Bellars, 2nd Cllr Austwick, unanimous) to pay

|  |  |
| --- | --- |
| 1. ALCA – Annual subscription to NALC and ALCA | 1. 31.19 |
| 1. Staff salaries – April 2020 | 1. 315.70 |

20.041 **Information**

(a) New residents The Chairman had delivered two welcome packs to new residents

(b) Correspondence received mostly consisted on information about the Corona virus   
 outbreak. It had been forwarded to Councillors or Village News, as appropriate.

(c) Miscellaneous reports

* Cllr Young advised people to beware of ticks
* Information that there was an encampment off Combe Hay Lane had been reported to B&NES

20.042 **Meetings**

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| --- | --- | --- |
| Wednesday 20 May, **6:00pm** | Parish Council Meeting  (Annual meeting: election of Chairman) | Via Zoom. Meeting ID and password will be included on the agenda |
|  | Annual Parish Meeting | Postponed – no date |

The Chairman thanked all for attending and closed the meeting at 8.35