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 30 March 2020**

**Present:** Councillors M. Austwick (Chairman), S. Bellars, M. Boyce, C. Harrison,   
J. Long (Vice-chairman),

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

Note: this parish council meeting was originally scheduled for Wednesday 18 March 2020 but delayed due to the Coronavirus outbreak. Delegation of ongoing council business to the Clerk, in consultation with the Chairman, Vice-chairman (and other Councillors as necessary) continues under Standing Orders as amended on 20.11.2019.

20.014 **Apologies** Cllrs S. Saker and J. Young were unable to join the meeting.

20.015 **Interests** There were no declarations of interests

20.016 **Minutes**

The minutes of the Parish Council Meeting of 15 January 2020 were AGREED to be

a true record with the following amendment: 20.006 Add third sentence “AGREED that this group would not be a Council Working Group but would be a more informal Community Group of interested parties.”

20.017 **Coronavirus**

(a) The system of offering community support by area, based on previous neighbourhood watch divisions, with a coordinator for each area, appeared to be working well. Coordinators were meeting once a week via WhatsApp. Help was being offered and shopping delivered to those who requested it. Some people contacted had declined assistance.

(b) Wellow PC to be contacted to see if a household close to the boundary with Combe Hay is offered its support.

20.018 **Clerk’s report**

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

20.019 **Planning** (a) To NOTE the following application (PC not consulted):

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| --- | --- | --- |
| 20/00092/SCOPE  10.01.20  Parcel 4234, Combe Hay Lane, Combe Hay, Bath | Request for scoping opinion for a hybrid planning application for full planning permission for a road linking the residential development to Sulis Manor Road/Combe Hay Lane and outline planning permission for the development of up to 350 dwellings, allotments, open space and associated infrastructure at Sulis Down | Noted |

(b) To note delegated recommendations submitted (per Standing Order 27)

|  |  |  |
| --- | --- | --- |
| 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)  *Support* | Noted |
| 20/00256/FUL  22.01.20 1 Croft Cottages BA2 7EG BA2 7EG | Erection of basement and ground floor rear extension  *Support, with conditions* | Noted |

(b) Planning decisions: none

(c) Enforcement update: Cromwell Farm – case no longer active.

20.020 **Environment**

Tree Planting Group: no update

20.021 **Highways and Transport**

* Five gullies in Browney Lane, just above Combe Hay crossroads, had been unblocked
* Cllr Harrison confirmed that a bollard by the entrance to Fosse Farm had been replaced, though it appeared to have been damaged again.
* Other outstanding highways requests, including clearance of water run-off above Combe Hay bridge, to be chased

20.022 **Cemetery**

(a) A wheelie bin had been purchased and delivered

(b) Purchase of new land: the donor had been asked if searches had been done when he acquired it, to avoid duplicating searches.

20.023 **VE Day**

(i) NOTED that the marquees had been delivered (per minute 20.009), were stored at Fosse Farm (thanks to Cllr Harrison) and were insured. The supplier had been put on notice that due to Coronavirus the marquees would not be unpacked and checked for some time, so shortages or discrepancies, if any, would be notified for rectification outside the normal period.

(ii) It was confirmed that the VE day celebration scheduled for May had been cancelled.

20.024 **Risk assessment and asset register**

(a) The risk schedule, which had been circulated, was reviewed and minor amendments to clause 5c (re electronic banking) and 5g (burial register) discussed and a new clause, 8 (ability to function – Coronavirus) suggested, all to be CONSIDERED at the next meeting.

(b) The asset register (circulated), with the addition of the marquee, was reviewed. A value for The Avenue railings to be established and the matter discussed at the next meeting.

20.025 **Standing Orders** Minor revisions to Standing Orders (circulated): consideration held over to next meeting.

20.026 **Staff** Cllr Austwick had reviewed the Clerk’s contract. No changes were recommended.

20.027 **Finance**

(a) The Month 11 financial statement was APPROVED and subsequently signed outside the meeting.

(b) The application to Unity Trust Bank had been submitted.

(c) Payments: the list had been circulated ahead of the meeting and no objections were made. Cheques to be signed outside the meeting.

|  |  |
| --- | --- |
| 100897 Staff salaries – May 2019, February & March 2020 | 938.85 |
| 100898 R. Campbell – refund wheelie bin, inc. delivery and VAT | 49.14 |
| 100898 R. Campbell – home as office allowance 2019/20 | 208.00 |
| 100899 PAYE Q4 | 236.80 |
| Total | 1432.79 |
| 100900 IAC Audit and Consultancy – replacement cheque | 60.00 |

20.028 **Information & Reports**

(a) Information

* New residents: the Chairman had delivered a welcome pack to one household
* Rights of way: no update

(b) Correspondence A note of correspondence received had been circulated. No actions were identified

(c) Miscellaneous reports

* Mains drainage: Cllr Bellars reported on a meeting he and Cllr Young had had with Wessex Water about installing mains drainage in Combe Hay. They had been advised that, subject to a formal application and proper assessment, it would appear that the village had an economically poor case, being geo-physically isolated and topographically challenged. In addition, current systems were generally well maintained and presented no health hazard (such a hazard might have increased the likelihood of installation).

20.029 **Meetings** Provisional dates of the APCM and APM are shown below, but there is no certainty they will take place.

|  |  |  |
| --- | --- | --- |
| Wednesday 20 May, **6:00pm** | Parish Council Meeting  (Annual meeting: election of Chair) | Combe Hay Church |
| Wednesday 20 May, **7:45pm** | Annual Parish Meeting | Combe Hay Church |

The Chairman thanked all for attending and closed the meeting at 20.05.