Combe Hay Parish Council

<https://combehaypc.org.uk>

**Minutes of the Parish Council meeting held at 7.00pm**

**on Wednesday July 21, 2021 in Combe Hay Church**

**Present:** Councillors S. Bellars, M. Boyce (Vice-chairman), I. Ford, C. Harrison  
P. Wontner, J. Young

**In attendance**: R. Campbell (Clerk), one member of the public

Decisions and  
actions (on Clerk and any Councillor noted)   
are in **bold**Resolutionsare unanimous, unless otherwise stated

**PUBLIC PARTICIPATION**

Cllr Boyce, meeting Chairman, invited public participation. No-one wished to speak and no written questions had been received.

**21.051** **Apologies**

Apologies were received and accepted from Cllr M. Austwick (Chairman), self-isolating.

Ward Councillors M. McCabe and N. Butters, attending a B&NES meeting, had sent their apologies. Cllr McCabe had said how much he had enjoyed the Combe Hay Open Gardens day.

21.052 Minutes (circulated) The minutes of the Parish Council Meeting of 09.06.2021. were agreed to be a true record. They were signed by the Chairman.

21.053 Clerk’s report(circulated)

* A WATER NOT SAFE FOR DRINKING sign had been put in place at the spring at Watercress Cottage and B&NES notified. Cllr Wontner was thanked for attaching the sign.
* Other actions from previous meetings are noted under the relevant minute below.

**21.054 Councillors’ reports**

Data

* **ACTION** Working Group (**MB, SB** and **Clerk**) to review the draft Data Retention and Destruction Policy (circulated) and report to the September council meeting.

Village Engagement

* **ACTION** **PW** to produce a paper on how to involve the public more in parish matters, for consideration at the September council meeting, to be followed by a public engagement session in November.

21.055 Planning

(a) The following applications were CONSIDERED:

|  |  |  |
| --- | --- | --- |
| 21/02813/FUL Parcel 6600, Fosseway, Englishcombe, Bath, | Reprofiling of land for the purposes of agricultural improvement and provision of bee hives  Case Officer: Emma Watts  Expiry for Consultation 05/08/2021.  **AGREED** to delegate recommendation to the Clerk after consultation. |  |
| 21/02709/FUL Rectory House, Anchor Lane, Combe Hay BA2 7EG | Erection of single story side extension to replace existing conservatory, replacement balustrade to existing south elevation terrace and new terrace doors. Case Officer: Christine Moorfield Expiry for Consultation 22/07/2021 **RESOLVED** (proposed IF, 2nd JY) to **support** |  |
| 21/02123/FUL Westhill House, The Lower Lane, Combe Hay BA2 7EG | Install timber gates and pillars to front vehicular entrance (to include realignment of part of front boundary wall) and extend stone wall to side boundary. *Recommendation already made on the rest of the application*.  Case Officer: Helen Ellison Expiry for Consultation 22/07/2021 **RESOLVED** (proposed SB, 2nd JY) to **support** |  |
| 21/03211/COND Parcel 4234, Combe Hay Lane, Combe Hay, | Discharge of conditions 4 (Arboricultural Method Statement), 6 (Drainage) and 18 (Hard Landscaping) of application 17/02588/EFUL. (Full planning permission for the erection of 171 residential units, open space, green infrastructure, landscaping and associated works including provision of vehicular access from Combe Hay Lane)  Case officer: Chris Griggs-Trevarthen  Expiry for Consultation: N/A  (Target for decision 31/08/2021)  **AGREED** to delegate observations to the Clerk after consultation. |  |

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(b) The following planning decisions by B&NES Council made since the last PC meeting   
were NOTED:

|  |  |  |
| --- | --- | --- |
| 21/02440/AR  Parcel 4234, Combe Hay Lane, Combe Hay | Installation of 2 No. panel sign boards | **Consent**  (PC: leave to the officer) |
| 20/03825/FUL  Upper Tunnel Farm Browney Lane Combe Hay | Erection of 1no 3 bed dwelling and associated works following demolition  of existing B8 building | **Permit**  (PC: support, with design reservations, if isolation question resolved) |

(c) Enforcement

* Watercress Cottage: ongoing.

(d) Other planning

* Sulis Down working group: no report.
* Local Plan Partial Update: it was hoped this would be available for September consideration, including a proposed change to the Housing Development Boundary as it becomes the Infill Boundary.

21.056 Highways and Rights of Way

* Fly tipping in Swan Lane had been reported on Fix-my-Street and cleared.
* Blocked gullies, potholes and obscured sign, also reported, remained to be done.  
  **ACTION** A back-up request to be made via the Highways Inspector.
* **ACTION** A list of winter measure undertaken by B&NES in the parish to be obtained.

**21.057 Environment**

Cherry Tree at the top of Anchor Lane (Stoney Lane)

* The requirement for a ‘cherry picker’ to top the tree prior to felling was noted.
* AGREED to hire the necessary equipment (estimated cost £400) if a sharing arrangement could not be made by mid-autumn, when the leaves will have dropped.

Sycamore half way down Anchor Lane (Stoney Lane)

* **ACTION** Chase report on inspection by B&NES to see if they agree that tree constitutes a hazard.

21.058 Parish Assets

Cemetery

* Draft cemetery rules and charges (circulated) were welcomed and amendments suggested.
* ACTION A revised version to be submitted for consideration at the September council meeting.

The Avenue Railings

* It would cost approximately £10K, plus powder coating and labour, to replace all the railings.
* ACTION A quote to be obtained for insuring the railings, if not already covered, for £20K, to include all the above.

Marquee

* ACTION Cost and specification for storage boxes to be obtained (PW, CH, MB).
* ACTION A marquee policy to be drafted for consideration in September (MB).
* ACTION Additional insurance cost, if any, to permit hire of marquee, to be obtained.

21.059 Community and Communication   
Summer Party

* All was in hand for a party of 140 people, including children, on 25 July.
* ACTION QR code x 2 to be downloaded for use by those attending.

Welcome pack No new residents.

**21.060 Standing Orders and Financial Regulations**

Standing Orders (circulated)

**RESOLVED** (SB/MB) that no amendments in addition to those agreed at minute 20.039 of 29.04.2020 were required and that the Standing Orders be so marked.

Financial Regulations   
**RESOLVED** (SB/MB) to adopt minor amendments (circulated).

**21.061** **Year ended 31 March 2021**

The recommendations (circulated) of the Internal Auditor were noted and appropriate compliance actions AGREED.

21.062 Finance   
(a) The Month 3 financial statement and bank reconciliation were approved and signed.

(b) **RESOLVED** (PW/IF) to pay (online signatories to approve SB, CH):

|  |  |
| --- | --- |
| IAC Audit and Consultancy – internal audit 2020-21 | £60.00 inc VAT |
| Clerk’s salary July 2021 | per budget |
| CiLCA Localism training module fee (reimburse Clerk) | £30.00 |

21.063 Information

Correspondence

* Correspondence requiring action had been covered in previous agenda items
* ‘Fare car’ leaflets were taken by Councillors for local distribution; those remaining were put into the Community Library

Miscellaneous reports

* The Clerk reported that at a recent Environs of Bath meeting, South Stoke Parish had expressed concern about the Sulis Down southern tree belt in Derryman’s Field, Combe Hay, due to be strengthened.

21.064 Meetings

Date, time and venue of next meeting were confirmed as:

|  |  |  |
| --- | --- | --- |
| Wednesday 15 September, 7:00pm | Parish Council Meeting | Community Library, Combe Hay Church |

The Chairman thanked all for attending and closed the meeting at exactly 9.00pm.