Combe Hay Parish Council

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BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

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

**on Wednesday 17 March 2021, remotely via Zoom**

**Present:** Councillors M. Austwick (Chairman) S. Bellars, M. Boyce, I. Ford (from minute 21.016), C. Harrison, J. Long (Vice-chairman), J. Young

**In attendance**: Ward Cllr Neil Butters (from minute 21.019c), R. Campbell (Clerk), two members of the public

Decisions and actions are in **bold**Resolutionsare unanimous, unless otherwise shown  
B&NES is Bath and North East Somerset Council

PUBLIC PARTICIPATION

The Chairman opened public participation. Mr Paul Wontner expressed interest in standing for the Council at a future date. Now based in the village, he felt in a position to become more involved in the community. Getting people together, especially in the pandemic time, was his chief interest. He referred to the village WhatsApp group he had recently set up. The Chairman thanked him and closed public participation.

21.013 Interests None declared

21.014 Apologies None. All Councillors were present.

**21.015 Council**

(a) Co-option Following advertisement, no request for an election to fill the vacancy caused by the resignation of Mrs Sue Saker had been received.

Mr Ian Ford confirmed his willingness to stand for co-option. Invited to say a few words, he noted that he has lived in the village for two years and in the area for over 20. He is a former Secretary of Bath Cricket Club. Now that his work is part time, he felt able to contribute to the community through the council.

**RESOLVED** (proposed MA, 2nd JL) to co-opt Mr Ford. [A signed copy of his Declaration of Acceptance of Office was received by the Clerk following the end of the meeting.]

(b) The Chairman said that, sadly, he had received a letter of resignation from Cllr Long, effective after the meeting. John Long had been a councillor for well over 10 years and as Chairman had presided over a difficult period when the former clerk was unable to work. Over the years he had dealt with a number of planning applications with great expertise and humour. He had an ability to get on with people. He thanked Cllr Long so much and said he would be missed enormously. He welcomed his offer to provide guidance in the future.

A Vacancy Notice would be published.

21.016 Minutes

The minutes of the Parish Council Meeting held on 20.01.21 were **AGREED** to be a true record, with the following amendments: 21.010c *delete* £14,350, *insert* £11,900; *delete* £5,350, *insert* £2,900. The minutes were signed by the Chairman.

21.017 Covid 19 There was little to report in terms of the local Covid support groups. The WhatsApp Group now has 40 members. It was for instant communication, whereas Village News was a bit more formal and constant.

**AGREED** to ask support group leaders to find out if members, especially the elderly, need help with booking a vaccination or travelling to a centre.

21.018 Clerk’s report

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

* B&NES had erected ‘no cycling’ signs at either end of the footpath between Combe Hay Lane and the Fosse Way and at two points in between and will monitor the condition of the path, about which Ward Cllr Butters had received a complaint.
* The light in the defibrillator kiosk had failed. If the council cannot repair it, Community Heartbeat Trust will, in mid-April. A note t be put on Village News asking residents to take a torch if required in the meantime (MA).

21.019 Planning

(a) The following application was CONSIDERED.

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| --- | --- | --- |
| 21/00804/TCA  Stradling House, Backy Hill, Combe Hay BA2 7EG | Various works to trees as described in the application form. | **RESOLVED** (proposed JY, 2nd MA) to leave to the officer. The beech is near the house and its roots may undermine. |

(b) The following planning decision by B&NES was noted:

|  |  |  |
| --- | --- | --- |
| 21/00855/TC5  2 Manor Farm Cottages, Anchor Lane, Combe Hay, BA2 7EH | T1 (Beech) - Fell. To be replaced with new Beech tree | TP5/TC5 Exempt from consent |

(c) Stables at Woodland Farm **AGREED** that all Councillors will visit the site and then consider the matter at the May meeting.

21.020 Environment

Spring water at Watercress Cottage A WATER NOT SAFE FOR DRINKING sign had been ordered. To be approved by the council before being put up.

21.021 Highways and Rights of Way

* Fly tipping in Swan Lane had been reported the previous day.
* Cllr Young and the Clerk to compile a list of potholes in Combe Hay, including The Lower Lane, and report to Highways.
* Further blocked gullies at Browney Lane to be reported.

21.022 Cemetery

* The contractor to be asked to restrict the first cut of grass to mowing two paths, to allow the primroses to finish flowering.
* Mr Trevor Osborne, in attendance, was thanked for facilitating the land swap. He said fencing materials were to hand. There would be a right-of-way gate and a vehicular gate. He would arrange to move the boundary marker to the correct location.
* Cllr Harrison will kindly tidy up the land with a tractor

21.023 Parish Party

A note to be circulated via Village News asking parishioners to save Sunday 18th July as the date for a Village Party, restrictions permitting (MA,MB).

**21.026 Clerk’s contract** This item was taken next.

Cllr Austwick had reviewed the Clerk’s contract, signed in 2015. It was **AGREED** that no changes were needed.

**21.024 Asset register and risk assessment** Both documents had been circulated.

The asset register was reviewed. A cost for replacing The Avenue railings, per section, in case of damage, to be obtained, as well as a cost to insure the railings. For consideration at the May meeting.

The risk register was reviewed. A wording amendment to the electronic banking control was agreed. Outstanding actions: a deed box to be purchased; the burial book since 2017 to be photographed.

**21.025 Standing Orders and Financial Regulations**It was **AGREED** to postpone consideration until the May meeting. NOTED that the items had been reviewed in the current financial year (30.4.20)

21.027 Finance

(a) **RESOLVED** (proposed SS, 2nd MA) to **approve** the financial statement at 28.02.2021. It and the bank statement at that date were signed (SB).

(e) **RESOLVED** (proposed JL, 2nd MB) to **approve** the following payments for authorization online by MA and SB

|  |  |
| --- | --- |
| Hire of Church for meetings 2019/20 | 100.00 |
| Staff salaries March 2021 | per minute 20.079b |
| PAYE Q4 | 243.20 |
| R. Campbell – Home office and computer allowance 2020/21, per budget 208.00; postage 10.25 MA/CH | 218.25 |

(d) The following payments, made since the last meeting, were noted:

|  |  |
| --- | --- |
| Staff salaries February 2021 | per minute 20.079b |
| R. Campbell – refund renewal, Information Commissioner, per budget | 40.00 |

21.028 Information

(a) Welcome pack Two had been delivered to new residents, with a further pack to come.   
 One recipient had complimented the council on the pack.

(b) Correspondence There was none for consideration

(c) Miscellaneous reports

* The Clerk reported on an Environs of Bath meeting, noting that the tree belt at the Sulis Down escarpment, which had to be strengthened as a planning condition, was largely composed of ash trees, which would likely have to be felled. A possible site for the allotments within the development was noted. Bath Preservation Trust would be interested to hear about changes in traffic patterns following introduction of the Bath Clean Air Zone
* The Clerk also reported on an Avon Clerks meeting held that day.
* It was noted that Census day was Sunday 21st March.
* Noted that applications for the Ward Councillor’s Local Empowerment grant should be made by 31 January 2022 once the council has considered whether it has any candidate ideas.

21.029 Next meetings

NOTED that Legislation permitting remote meetings expires on 7 May. In line with NALC advice the Annual Parish Council Meeting and Annual Parish Meeting (Meeting of Electors) would be brought forward two weeks and held online.

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| --- | --- | --- |
| Wednesday 5 May, **6:00pm** | Parish Council Meeting  (Annual meeting: election of Chair) | Online via Zoom |
| Wednesday 5 May, **7:45pm** | Annual Parish Meeting (Meeting of Electors) | Online via Zoom |

Cllr Harrison joined the Chairman in thanking Cllr Long for all he had done for the council. The meeting closed at 9.05pm.