Combe Hay Parish Council

**https://combehaypc.org.uk**

BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

**Minutes of the Annual Parish Council meeting held at 6.00pm**

**on Wednesday May 18th, 2022 in Combe Hay Church**

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

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| --- | --- | --- |
| **Councillors present** | **Councillors present** | **Others in attendance** |
| Malcolm Austwick (Chairman) | Paul Wontner | Matt McCabe (Ward Councillor) |
| Rob Burdett | Janet Young | Olga Shepherd (Locum Clerk) |
| Crock Harrison | Simon Bellars | Two members of the public |

**22.040 ELECTION OF CHAIRMAN**

The Council voted for Malcolm Austwick to be a Chairman

Malcolm Austwick signed the Declaration of Acceptance of Office

**22.041 Apologies**

Apology was received from Rod Davies and accepted by the Council

22.042 Council

a) No interests were declared

b) Election of the Vice Chairman were postponed until the next meeting when all councilors present.

c) Councilors agreed in principle that the following lead areas of responsibility and representation on outside bodies for the coming year, but these roles are to be revisited at the next meeting.:

Malcolm Austwick – Chairman, planning lead, village activities and communication

Rob Burdett – IT lead, planning, village defibrillator

Rod Davies – Environment lead, Avenue, Data protection

Crock Harrison – Assets lead, planning (trees), marquee

Paul Wontner –village activities and communications lead, emergency planning

Janet Young – Highways and Rights of way lead, cemetery

Simon Bellars – finance lead, planning, flood rep

d) The Council AGREED to hold future meetings on the following dates:

8 July 2022, 21 September 2022, 17 November 2022, 19 January 2023; 15 March 2023.

**PUBLIC PARTICIPATION**

A resident expressed a concern about future implications of Sulis Down housing development on

local roads. This matter to be discussed at the Residents Meeting later in the evening when Cllr Matt MacCabe will be present.

22.043 Minutes of the Parish Council meeting held on 4 May 2022 were APPROVED as true record and signed by the Chairman.

22.044 **Clerks report:** The Chairman read out Clerk’s report on actions from previous meetings not on the agenda. The report was circulated to all Members prior to the meeting. (Robin Campbel was absent, a locum Clerk attended the meeting)

22.045 **Councillors Reports**: no updates

22.046 **Planning**

a) The following application was NOTED:

|  |  |
| --- | --- |
| 22/01749/NMA  Parcel 4234, Combe Hay Lane, Combe Hay, Bath | Non-Material Amendment to application 21/02214/EVAR (Variation of Condition 24 (Plans List) of application 17/02588/EFUL (Full planning permission for the erection of 171 residential units, open space, green infrastructure, landscaping and associated works) |

b) The information from B&NES Council on dumping of rubble were NOTED by the / Members.

c) The following updates received for Sulis Down development:  
(i) Combe Hay Lane is closed for three weeks. The parish council will ask residents if they would like to form a committee to deal with likely implications of Sulis Down development. It was mentioned that a new 20mph sign is creating blind spots at some places and the right of ways are not clear.   
(ii) The update was given to all members on the separate meeting held with Wellow PC and South Stoke PC to discuss the feasibility of commissioning a joint traffic survey in relation to the impending planning application for another 300 houses at Sulis Down. The cost of any survey would be shared between the PCs. South Stoke PC had advised cost likely to be in region of £3K. The issue would be whether terms of reference for the survey could be agreed betweeb the PCs.

(iii) Discussions took place about justifications used for Phase 2 development and whether existing local amenities would be able to cope with an influx of people. It was also mentioned that the pedestrian crossing near St Gregory’s school is too close to the new Combe Hay lane junction.

22.047 **Environment**

- Trees: Sycamore half way down Stoney (Archor) Lane: B&NES confirm it will be fell as part of routine maintenance; Fallen tree near Miles’s stables – a letter sent to the landowner; Tree surgeon Ashley Lewis recommended a review of the large ash tree to the left of the cemetery entrance in spring/summer 2022, when it’s in full leaf.

22.048 **Community and Communication**

a) The preparations for the Queen’s Platinum Jubilee celebrations are going well with over 100 signed up for the Ceilidh and over 130 for the picnic in the Paddock. Generous donations had been received and it looked likely that the events would be within budget with some surplus being available to give to charity.

b) The Chairman informed that a Welcome pack has been delivered to new residents in the village.

22.049 **Parish Assets**

The village defibrillator renovations are to be completed by the end of the summer. It was also mentioned that the Community Heartbeat charity offered to run a training course for residents.

22.050 **Highways and Rights of Ways**

-Statutory 20mph limit zone is to go ahead for 2022-23 financial year. A site meeting is to be held shortly to identify locations for the new signs.

-It was noted that cases of fly tipping have been reduced lately.

- Potholes in the Lower Lane have been repaired by B&NES

**22.051 Emergency plan**

Combe Hay Emergency Plan was discussed: Designated point of assembly to be the Combe Hay Church or Wheatsheaf pub. B&NES is to assess facilities. The parish council is looking for volunteers to be appointed as a point of contact in an event of emergency and MA would approach Jo Collins (as representative of the Church) and PW would approach James Barton (as representative of the pub). It was thought that the existing Combe Hay whatsapp groups will be used for communication. Various possible types of risks were considered and it was decided that it will be practical to appoint an appropriate team according to a type of emergency. Recommendation is to add 5 contacts.

**22.052 Year ended 31 March 2022**

(a) The Annual Internal Audit Report 2021-22 was received by the Council and NOTED

(b) Annual Governance Statement 2021-22 Section 1 – APPROVED and signed by the Chairman

(c) Annual Accounting Statements 2021-22 Section 2 – APPROVED and signed by the Chairman

(d) External exemption certificate for 20221-22 – APPROVED and signed by the Chairman

(e) Period for exercise of Electors’ Rights commencing 13 June 2022 and ending on 22 July 2022 is NOTED.

22.053 Finance

(a) Month 1 financial statement and the bank reconciliation – APPROVED and signed off by the Finance Councillor

(b) The list of payments (provided by the Clerks) made since the last meeting - NOTED

(c) The payments (list at meeting) was AGREED. Signatories to authorize the payments online.

22.054 Information only

Cemetery: the first grass cut was just on the paths, but the second will cover all the cemetery grounds. It was decided suggested that 2 cherry trees be planted in the autumn and noted that care needed to be taken when clearing the western boundary not to expose Rectory Lodge.

22.055 Next meeting dates:

Friday 8th July 2022; 21st September 2022; 17th November; 19th January 2023; 15th March 2023.