Combe Hay Parish Council

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

BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

 **Minutes of the Parish Council meeting held at 7pm**

**on Thursday 7th March 2024 in Combe Hay Church**

Present: Malcolm Austwick (Chairman), Rob Burdet, Rod Davies, Janet Young, Paul Wontner, Joan Grieveson, Crock Harrison

In attendance: Fiona Gourley (District Councillor), one resident and Clerk (Olga Shepherd)

**PUBLIC PARTICIPATION**

No issues were raised

**1.3.24 Apologies**

No Apologies were received.

**2.3.24 Interests**

Interest was declared by Malcolm Austwick on planning application 24/00651/TCA. He will withdraw from the discussions.

3.3.24 Minutes

The Minutes of the Parish Council Meeting of 4th January 2024 were APPROVED and signed by the Chairman.

4.3.24 Clerks report

Clerk reported on Bathavon South Briefing Session for the new Local Plan held on 5th March 2024. The Public consultation runs until 8th April 2024. Everyone invited to comment on it on BANES website.

5.3.24 Councillors report

No reports were received.

**6.3.24 Planning Applications**:

a. 22/02169/EOUT Sulis Down – the Chairman updated the Council that the Planning Committee will be held on the 10th April 2024 in Guildhall.

Independent Legal Advice is sought by Combe Hay PC to challenge the Planning Officer’s approach. The Parish Council received private donation in the sum of £10,000 for the payment of professional fees. It was agreed that Clerk will sign the Engagement Letter on behalf of the Parish Council.

The donation will also be used to pay for legal and planning advice as well as drone survey of traffic at Odd Down roundabout at the cost of £1,500.

b. 23/03732/FUL Cromwell Farm – BANES commissioned an agricultural appraisal. The appraisal had many defects and the Council voted (unanimously) to submit further objections to this application.

c. The following planning application were considered:

|  |  |  |
| --- | --- | --- |
| **Planning Application number and address** | **Description of proposal** | **CHPC Comments** |
| 24/00651/TCABrook HouseAnchor Lane | T1 Willow crown reduce by 10m to manage in current location without primary scaffold branches tearing out. T2 Ash infected with ADB hard reduction 8metres to maintain safety. T3 Ash infected with ADB hard reduction 4 metres to maintain safety. | No Objection |

7.3.24 Highways and Rights of Way

a. Village Speed watch - the guidelines received from the Police were reviewed and the Council decided to ask residents at the May meeting whether there is an interest to carry out the Speed Watch in the village. Everyone agreed that speeding has improved since the 20mph limit has been established.

b. Welcome sign – the Council considered design options prepared by a volunteer helping with this project. The majority of votes were for O2 Jost type with black print. These details will be confirmed with the contractor.

**8.3.24 Environment**

a. The Draft Sustainability Policy was discussed. It was decided to discuss this with residents at the meeting in May to see what actions villages want to take to promote sustainability in the village.

**9.3.24 Parish Assets**

1. The Parish Assets Maintenance program was reviewed and updated.
2. It was NOTED that Japanese knotweed has been treated professionally last year. It was agreed to follow up with the landowner if further treatments will be required.

10.3.24 Cemetery

The following was discussed:

1. A quote for the repair of the cemetery wall was considered. It was decided to obtain more quotes to get the best price and to see if patchwork repairs were possible.
2. Discussions took place about a choice of plant type for the hedge opposite Holly Tree Farm. It was recommended to plant beech as it is easier to maintain.
3. A new gate – no update received.
4. A new water tap – no update received.
5. It was NOTED that a resident offered the use of their mower on the cemetery. The Parish Council AGREED to pay for petrol and for the servicing repairs.

11.3.24 Community and Communication

 The following updated were received:

1. No new residents arrived in the village since the last meeting.
2. Annual Meeting of Electors- It was agreed to hold the meeting on Wednesday the 15th May. Clerk will enquire whether BANES representative can be invited to speak about Sustainability.
3. Summer Event on the 5th to 7th July 2024 – The organizing Committee have met and discussed the details of the event and the cost of tickets. An invitation will be published closer to the date via Whatsapp and the newsletter.
4. Spring Litter pick event on 13th April 2024 – an invitation has been sent on whatsapp and the newsletter.

12.3.24 Finance and Administration

a. The bank reconciliation and the allocation of funds as of the end of February 2024 was reviewed and APPROVED. The analysed cashbook and the bank statement were circulated prior to this meeting.

b. A private donation of £10,000 towards the costs of professional advice in relation to the Sulis Down development was NOTED.

c. It was agreed to appoint ALCA Internal Audit Network for the 2023-24 accounts.

d. The CHPC Standing Orders were reviewed and APPROVED.

e. The following amendments to the Financial Regulations were APPROVED: Expenditure up to £2000 can be authorized by all council members electronically by email and evidenced in Minutes at the next meeting.

f. The updated Risk Register was APPROVED.

g. The updated Asset Register APPROVED.

h. The following payments made since the last meeting ratified:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Net | VAT | Total amount |
| Parish Council website hosting |  |  | £165.00 |
| Summer band deposit |  |  | £664.00 |
| Microsoft Office Subs for 2024-25 | £49.99 | £10.00 | £59.00 |
| Parish Council Insurance 2024-2025 |  |  | £431.81 |
| Summer party marquees x 2  |  |  | £399.88 |
| Fee for road traffic survey re Sulis Down | £1250.00 | £250.00 | £1,500.00 |
| IONOS January 24IONOS February 24 | £3.00£3.00 | £0.60£0.60 | £3.60£3.60 |
| Staff pay  |  |  | Available to Council Members |
| Home office allowance |  |  | £24/mnth |

13.3.24 Any other business

To note the following:

- Parish Liaison meeting will be held on 20th March at 6.30pm at the Community Space in Keynsham.

14.3.24 Proposed dates of future meetings:

Wednesday 15th May 2024 at 6pm - Annual Parish Council Meeting (the Chairman will be elected).

Wednesday 15th May 2024 at 7pm– Meeting of Electors