**STOWEY SUTTON PARISH COUNCIL**

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

7.30pm on Wednesday 4th April 2018, The Methodist Church Hall (formerly known as The Link), Bishop Sutton

[www.stoweysuttonpc.org](http://www.stoweysuttonpc.org)

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Present: Councillors K Betton (Chairman), H Clewett (Vice Chair), M Arnold, L Kingston And J Knibbs,

Clerk: J Bryant

001/18-19 **Apologies for absence**

Apologies were received from Cllrs Gleave, Balmforth and Daly and accepted.

002/18-19 **Confirmation of Minutes**

 The minutes of the Parish Council Meeting held on 7th March 2018 were approved.

003/18-19 **Public Participation**

Members of the public and press were invited to address the Chairman with questions or observations within the jurisdiction of the Parish Council.

4 members of the public attended this month’s meeting.

004/18-19 **Declaration of Interest**

None

005/18-19 **Chairman’s Report**

 Reports noted:

* Midsomer Norton Recycling Centre closure 16-29th April 2018
* Great Flood 50-year commemorations being coordinated by WERN
* Streetworks Inspector report regarding Truespeed works which are due to complete at the end of April. All works reported are temporary and will be made good in the final phase later this month.
* Cricket club correspondence providing a proposal for cricket wickets and safety netting.

**It was resolved that:** The council will await additional information already requested from the Cricket Club

006/18-19 **Planning**

**New application considered:**

18/00899/FUL - Westway Farm, Wick Road, Bishop Sutton, Bristol, B&NES, BS39 5XP Erection of

B1 rural offices with A3 wi-fi cafe, associated external works and tree planting (Resubmission)

This application is for full planning permission for the erection of a new single storey building to provide small office units, together with a relocation of the "WiFi Café" approved in 17/02860/FUL.

The application slightly revises the plans approved in application 17/02860/FUL & adds an additional 3,880 Sq Ft of B1 office space.

Representations were made by Dr Colin Bloch and David Gillard to support the application. Phase 3 pre-let. Phase 3 included in drawings for avoidance of doubt. A pre-application for phase 4 was made to B&NES, all points ticked off in the application presented. Currently 35 employees work on-site. This new development will increase that number to 80. Whilst the majority of people that work or will work here do not live in the immediate area they do use local facilities. Tenant relations have been strong for past 4 years and David Gillard is committed to providing them with the service they require and therefore looking for longevity in these relationships.

The application should be considered against the Adopted Stowey Sutton Neighbourhood Plan;

**Business and Employment Policy SSBE002 Business Type**

*The Neighbourhood Plan will encourage and support new retail, catering, small office and business units or the expansion of existing businesses, providing they can be shown to be viable, sustainable, benefit the local economy and the wellbeing of the parish. They should be sensitive to the local setting and not have a detrimental impact on the surrounding environment. Such development should meet the needs of existing and future local businesses.*

This application will provide additional small office and business units, together with relocating the "WiFi Café" previously approved, which will provide small scale employment and therefore fully meets the aims of this policy.

**Business and Employment Policy SSBE03 Employee Parking**

*The Neighbourhood Plan recognises the importance that new businesses provide adequate parking for both staff and customers.*

The design statement and drawings show that this application fully meets the aims of this policy

**Business and Employment Action Policy SSBE05 Broadband**

*The Neighbourhood Plan strongly supports the need for faster Broadband speed, through development of fibre optic networks, to slow the movement out of the Parish of existing small businesses and to encourage new business to relocate or set up within the Parish.*

*The community supports developments to improve broadband speed across the parish through community investment.*

The provision of a "WiFi Café", open both to users of the proposed business units as well as local residents will give access to high speed broadband to people who do not have access to such a facility in their home and therefore this application fully meets the aims of this policy

**Other Considerations**

The design and access statement together with the supplied drawings indicate that the proposed development will be well shielded from view, both in the immediate vicinity and from elevated areas overlooking the site, the design and choice of materials should blend well with neighbouring buildings, having a minimal impact on the AONB or views to the green belt.

**It was resolved that by a majority vote:** The application is fully compliant with the aims of SSBE01, SSBE03, SSBE05 and does not conflict with any other policy in the Stowey Sutton Neighbourhood Plan, therefore Stowey Sutton Parish Council support this application

**Decision Noted:**

18/00083/CLEU – Larch Cottage, Lydes Farm, Folly Lane, Stowey, Bristol, Conversion and development of existing buildings into 2no dwelling houses (Certificate of Lawfulness for an existing use)

Certificate of Lawful Use or Development – Lawful

**B&NES Planning Complaint**

Lisa Bartlett response received advising application highlighted fulfils permitted development rights. Advice given to SSPC that this cannot be the case if the property has not been lived in. Further advice being requested regarding challenging B&NES process regarding the case in question.

007/18-19 **Community Engagement Working Party Updates**

Reports received:

1. Recreation Ground – football goal nets purchased and sited on the recreation ground for use by local children and clubs. New Play area and adult gym equipment has gone into production. Tender for Pathway to new play area has been published with interest already expressed by a number of parties. Clerk working on a scoresheet for the assessment of the tenders and will circulate to working party members in the next week.
2. Library – Further meeting to take place with Sara Dixon to take place 24th April. Volunteers meeting needs to be organised. Working Party propose we write to Karen Warrington, cabinet member, asking for the allocation we were originally offered at 2500 books and without the need to be open 5 days a week. No rationale has been given by B&NES as to why the option is now limited to 700 books.

**It was resolved that**: the clerk will write to Karen Warrington as suggested by the Working Party and invite to meeting with Sara Dixon on 24th April 2018

008/18-19 **District Councillors Report**

Library – 3 options created which are categoric. Cllr Karen Warrington, Cabinet Member for Transformation and Customer Services, is asking for a meeting with the volunteers asap. She will be present and will discuss to get this library up and running.

PROW CL20/6 Stowey Crossroads, Stowey – kissing gate. £810 to make to a viable standard, shoring up banks on side and providing 2 new kissing gates. B&NES require SSPC to pay this, as application was put forward by the parish council a commitment was made.

Finger posts to be deferred to next month.

**It was resolved that**: SSPC to offer £400 contribution towards the cost of the kissing gates.

009/18-19 **Training and Meeting updates**

Reports received:

PCAA – 22/3/18, financial paper circulated and views of one of the members were represented regarding profits of airport. Awaiting grand masterplan due out later this year. A planning application is expected to go in simultaneously. If number of passengers and flights does increase as expected there will be a major impact on the parish. As a parish council we will need to discuss how proactive our representative will be. This discussion will be deferred until we have greater representation of Councillors at the next PCM.

010/18-19 **Parish Charter**

Considered final draft of the Parish Charter. Final ratification at the cabinet meeting later this month.

**It was resolved that:** The Council support the Parish Charter.

011/18-19 **Hedgerows, roads, pavements, ditches and drains**

Received reports:

1. Dog fouling increasing on recreation ground and highway
2. Millennium Garden tree replacement

Advice gained from B&NES regarding bins and clearance thereof. Awaiting further information for council to consider further.

**It was resolved that**: The clerk will acquire ‘clean it up’ signs for use on the Recreation Ground to a budget of £40

**It was resolved that**: The clerk is to place an appeal to all dog owners about responsibility is put into the Parish Magazine and on the next newsletter.

**It was resolved that**: The tree replacement will be deferred until late summer

**It was resolved that**: the clerk will report the extensive number of potholes reported at the meeting.

012/18-19 **Footpaths**

No reports received

013/18-19 **Finances**

Reports received:

1. ALCA renewal due
2. LCPAS – DPO Audit travel costs additional £150
3. Financial statement and payments approved



**It was resolved that:** ALCA membership will not be renewed.

**It was resolved that:** Additional £150 cost approved for LCPAS DPO Audit travel cost.

014/18-19 **Correspondence**

Environmental Agency response received. Odour report form provided. Other actions promised not yet complete due to another environmental disaster.

015/18-19 **Date of next meeting**

Wednesday 2nd May 2018

EXCLUSION OF PRESS AND PUBLIC RECOMMENDED:

016/18-19 **Human Resources**

 Reports received:

1. Clerks quarterly review
2. Cleaners remuneration

**It was resolved that:** Clerks hours to increase by 5 hours per month, to 45 hours.

**It was resolved that:** A float of £200 be made available to the Clerk.

**It was resolved that:** Clerks - month review to be completed in June 2018.

**It was resolved that:** Cleaners hourly rate to increase in line with minimum wage rise.