

STOWEY SUTTON PARISH COUNCIL

Minutes of the Parish Council meeting held at

7.30pm on Wednesday 1st August 2018, The Methodist Church Hall (formerly known as The Link), Bishop Sutton

www.stoweysuttonpc.org

Present: Councillors K Betton (Chair), H Clewett (Vice Chair), M Arnold, E Balmforth, E Daly, L Kingston And
J Knibbs,
Clerk: J Bryant

081/18-19 **Apologies for absence**
None

082/18-19 **Confirmation of Minutes**
The minutes of the Parish Council Meeting held on 4th July 2018 were approved.

083/18-19 **Public Participation**
Members of the public and press were invited to address the Chair with questions or observations within the jurisdiction of the Parish Council.
8 members of the public attended this month's meeting.

Parishioner Sally Monkhouse spoke about the Launch Event that took place on the Recreation Ground on the afternoon of Saturday 28th July 2018 to provide some colour to those who could not attend:

This was an amazing historic event that must be recorded. Phenomenal success, installation was not quite complete, finished 20 minutes before opening event! Volunteers ensured everything was ready. Nobody had seen the fully finished new area in advance so was exciting for everyone involved! Thanks to parish council for amazing initiative. Biggest thing that has happened to Bishop Sutton possibly ever. Something for everyone. Thank you! Phil Hammond opening address was fabulous, acknowledged people's anxieties about possible damage etc. Amazing sight of approx. 70 children invading equipment once opened. All types of people came, families, young people, adults. Spontaneous games took place including football, volleyball etc. Teenagers – Sally has been engaging with them recently going to the Rec ground of an evening. They are happy to chat and willing to become involved. One young man said he loved the rec ground and loves everything happening, has been coming since he was little and now he and his younger brother have things to do there and a reason to come. A way to escape and relax. Two mothers previously taken children to East Harptree, now can walk here! Great things for kids to do, picnics etc. Many people were becoming inspired by it.

Football goals are used every day, by children, young people and families. Still need more equipment which requires money and people.

Suggestions from public: Skate ramps. Outdoor table tennis table. A shelter for teenagers and children to escape from the rain and keep dry. Nowhere for them to go, as can't drive and can't all congregate at each other's homes. Youth bus service stops at end of summer.

Cricket club feel excluded. Feel they do not have room. The School recently did a survey and kids want to play. Suggested club become more proactive and creative and find solutions that work for all and involve all the community including women, girls and those with disabilities. Possibly nets, Kids groups, casual cricket etc. Cricket is very welcome in the village and needs to involve everyone.

Working Party has worked so hard to get this going, given hope to young people, giving a provision to community of diverse background. Keep saying yes, and resist saying no. "Thank you, you're wonderful."

Chair – great achievement for all and thank you for feedback.

084/18-19 **Declaration of Interest**
None

085/18-19 **Chair's Report**
None

086/18-19 **Planning**
New Applications considered:

- i. 18/02810/VAR - Chosen Hill Farm Double House Lane Chew Magna BS40 8TH, Variation of Condition 2 (Agricultural Workers) of application 18/01832/FUL (Consolidation of two dwellings into one with an agricultural tie). – comment not required, corrected to Chew Magna parish.
- ii. 18/02819/FUL - Hillside Farm Wick Road Bishop Sutton BS39 5XR, Erection of single storey extension – No comment required as Application Withdrawn
- iii. 18/03149/FUL - Brents Garage Wick Road Bishop Sutton BS39 5XQ, Change of use from motor repair garage and MOT centre to convenience store (A1) and cafe (A3). Associated external works following the demolition of the

forecourt canopy. Dr Colin Bloch spoke in support of the application providing background and detail regarding change of use and additional reports conducted.

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

Business and Employment Policy SSBE01 Business Conservation and Preservation

The Neighbourhood Plan supports the continued usage of business or office units in preference to converting such properties to domestic housing wherever planning permission is required.

The application meets the requirements of this policy.

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.

The application meets the requirements 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 application meets the requirements of this policy.

Stowey Sutton Parish Council voted on 1st August 2018 to support this application as it meets the aims of the relevant neighbourhood plan policies SSBE01, SSBE02 & SSBE03.

Decisions noted regarding the following planning applications:

- i. 18/01448/REM - Arundel Church Lane Bishop Sutton, Removal of condition 2 of application 17/01983/FUL (Erection of single storey side and rear extensions, front dormer window and internal reconfiguration works to existing dwelling.) – PERMIT
- ii. 18/02215/FUL - Bramley House Sutton Hill Road Bishop Sutton, Erection of single-storey front elevation – PERMIT
- iii. 18/02160/FUL - Brooklands Church Lane Bishop Sutton, Erection of conservatory to the rear elevation – PERMIT
- iv. 17/06224/FUL - Hillside View Sutton Hill Road Bishop Sutton, Erection of open garden structure with solid roof, two-storey rear extension, raised roof over garage, garage conversion and new side garage – PERMIT
- v. 18/02321/ADCOU -The Nursery Folly Lane Stowey BS39 4DW, Prior approval request for change of use from Agricultural Barns to dwelling (C3) and associated operational development – REFUSE
- vi. 18/02819/FUL - Hillside Farm Wick Road Bishop Sutton, Erection of single storey extension – WITHDRAWN

087/18-19

Community Engagement Working Party Updates

Reports Received:

- i. Recreation Ground
 - a. Launch Event – Comments in public session capture the day perfectly. Working Party would like to thank all friends, family members and parishioners who helped get everything ready and cleared up at the end. Tremendous effort. Everyone worked very hard. Big thank you to the clerk as project planner who made it happen. Most of VIPs attended. Good turnout considering the weather.

RESOLVED: Clerk to write to Dr Phil to thank him from the Parish Council. Draft article for Chew Valley Gazette. Write to Village Hall for providing use of hall free of charge.

Cllr Knibbs asked to formally record thanks to the Working Party and all involved for making this happen.

- b. MUGA Tender invitation – draft document has been circulated and all in agreement.

RESOLVED: Clerk to post tender on Contracts Finder website asap

- c. Village Hall – Parish Council used to have a rep who sat on committee at hall which created a working partnership between council and hall. This has been lost and we are missing things that should have our attention. ie ASB and CCTV. Minutes Secretary role is currently vacant, and interest welcomed. Contact Clerk for further information.

RESOLVED: Suggest to Chair of village hall that we should recreate the bond between Village Hall and Parish Council by having a councillor on the committee.

- ii. The Community Library
 - a. Carpet has been cleaned, looking much smarter now and has completely changed room. B&NES have confirmed our grant request and library application have both been successful. Book sorts have taken place to work through donated books. A stall at Rec Ground Launch helped raise some £67.50 to aid with library launch. Parish Council will apply for broadband for Baptist Church (transfer from Methodist Church almost complete). Cllr Kingston has negotiated free for life broadband. Currently opening every Saturday morning in August for book sorting, cleaning, preparing for launch, and encouraging more volunteers 10am-12pm.
 - b. Draft Sub-Committee Terms of Reference has been circulated. First sub-committee meeting Tuesday 14th August to discuss and agree terms of reference to propose to Parish Council. Draft copy circulated for comment with plan to adopt at next parish council meeting.
 - c. Reminder of Chew Valley school meeting Wednesday 29th August between 4.00pm and 6.00pm
- iii. Millennium Garden – Tree stump removed, grass to be seeded in September (weather permitting)

088/18-19

District Councillors Report

Belated apologies for not attending Launch Event. Has heard of the success of the day. CL20/6 can still be objected to until 24th August, if no objection then goes ahead. Consultation has taken place on removal of 2 parking spaces in village - Highways order.

089/18-19

Correspondence

Noted:

Communications regarding rent for football club. Dist. Cllr Pritchard to take off-line. Lengthy legal argument inappropriate.

Recreation Ground deliveries were going to residential address. Thank you to parishioner who forwarded them all to correct location.

Hillside Gardens building – apologies from landowner regarding inconvenience to neighbours on 14th & 15th August. Some problems occurred, due to their nature this created more disruption than anticipated. Will endeavour to keep further disruption to a minimum.

090/18-19

Hedgerows, roads, pavements, ditches, and drains

Reports have been made for Ham Lane damaged signpost, Wick Road opposite school (metal box), Church Lane (missing block alongside grate), Cappards Play area middle of three benches broken

Finger posts at Stowey Hill being scheduled for repair in October 18.

Hedges remain the biggest safety issue particularly on Wick Road, right hand side towards rec ground, impeding pavement by 2-3ft. Clerk has already written to householders and copied to Highways.

RESOLVED: Clerk to report bench at Bonhill Lane is broken. Clerk to write to landowner of hedges towards tennis club from village which require cutting. Clerk to report Wick Road towards West Harptree, on left. Hedges encroaching onto main road. Clerk to report Wick Road hedges again to Highways and cc District Cllr Pritchard as hedges impeding highway.

091/18-19

Footpaths

Noted:

- Public footpath CL20/6 at Stowey Crossroads, Stowey Sutton - consultation underway, closes 24th August
- Burlledge – ground will be returned to original state as cattle continually damage steps

092/18-19

Training and Meeting Updates

Reports received:

- Chew Valley Forum
Sue Mountstevens Avon & Somerset Police & Crime Commissioner attended. Is raising funds by raising police precept over next 2 years to recruit more officers. Funding remains an issue.
Avon Search and Rescue – help with car crashes, missing people, water rescues, scary and physical things. Very impressive and informative. There is a lack of awareness of this organization and what they do.
B&NES Emergency Planning – facilitators when emergencies occur
Joint Community Safety Plan in draft for final consultation.
Tour of Britain coming through Bishop Sutton 4th September. Rolling road block during afternoon.
Beat Manager PC Gemma Lindow taking a career break. PC Jonathan Beswetherick appointed and starting soon.
Great flood commemorative events updates.
Next meeting 24/9/18 6pm. Focus will be on young people.
- PCAA
Minutes of last meeting circulated

093/18-19

Policies and Procedures

Received and adopted:

- i. Volunteering Policy

- ii. Risk Management Policy and Risk Management Schedule
- iii. Donations Guideline Policy (in conjunction with B&NES Stock Management Policy)

094/18-19

PC Email Addresses

GDPR improvements suggest consideration of email best practice.

Currently, other than Chair and Clerk, Parish Council email addresses are allocated to each Councillor but forward email to the personal email address. Use of disclaimer critical. Each Councillor was offered their own full usage Parish Council email account, through webmail, rather than continue to forward to own email. Due to Community Library project and levels of email traffic with volunteers and business partners, Cllr Kingston would like a full PC mailbox.

All agreed use of BCC for group emails outside of council.

095/18-19

HR

Quarterly review conducted for Clerk. All satisfactory. Details discussed in confidential session after closure of meeting.

096/18-19

Finances

- i. insurance cover for new equipment increase agreed
- ii. Monthly Financial Statement received, and cheques signed, and BACS authorised.

August PCM		£
Miss J E Bryant	Clerks Wages	£ 794.79
Miss J E Bryant - expenses	Volleyball net	£ 39.99
Miss J E Bryant - expenses	Spare goal net	£ 13.19
Mr M Filer	Cleaners Wages	£ 140.40
Hawthorn Tree Services	Tree Stump Removal	£ 102.00
Filers Coaches	Surgery Bus	£ 150.00
Zurich Municipal	Asset insurance increase for new equipment	£ 301.58
HMRC	Tax & NI	£ 250.15
New Leaf	Village Hall & Millenium Garden	£ 150.00
Heather Clewett	Rec Ground Keys - reimbursement	£ 10.00
Primrose Garden Maintenance	Grass cutting	£ 65.00
Liz Kingston	Library Furniture - reimbursement	£ 52.00
Miss J E Bryant - Petty Cash	Petty Cash - re-imbusement	£ 32.58
Grand total		£ £2,101.68

097/18-19

Date of the next meeting

Wednesday 5th September 2018.