

STOWEY SUTTON PARISH COUNCIL

Minutes of the Parish Council meeting held at

7.30pm on Wednesday 7th March 2018, The Methodist Church Hall (formerly known as The Link), Bishop Sutton

www.stoweysuttonpc.org

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

Clerk: J Bryant

198/17-18 **Apologies for absence**

None.

199/17-18 **Confirmation of Minutes**

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

200/17-18 **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.

13 members of the public attended this month's meeting.

Environmental Agency represented by Ben Shayler and Ian Withers

The EA is taking the lead as they have higher sanctions and are more effective than a local Council. The Officers were not able to state exactly what testing had taken place but confirmed that information will be provided when available.

In respect of testing in the Quarry, contractors will shortly be on site to take a cross-section of deposits. They will also clear the entrance of the illegal dumping to gain access to the Quarry.

An extensive criminal investigation is ongoing, the owner of the Quarry has limited assets and is unwell, the EA is aware of the position regarding Barclays Bank.

The outcome of testing of deposits and seepage will inform the EA's future action which could be of an engineering nature or biological/chemical waste removal attenuation.

Odour monitoring: it would be helpful for the EA to be kept informed when the odour is at its worst. EA will provide specific monitoring sheets for uniformity.

EA confirmed a newsletter would be produced quarterly.

The officers agreed to find out about fencing the parameters of the Quarry.

The two officers accepted that their organisation could have been more proactive from 2016/17.

HAGS represented by Thomas Griffiths.

Thomas ran through HAGS company history, along with new factory details and full tender submitted to Stowey Sutton Parish Council and awarded to HAGS. New play and gym areas will be very inclusive and has many items that are accessible to children and adults that have various limitations. Site is designed to encourage development in children, using smaller items to assist with development and larger items as ability and confidence grow. Orientation gives maximum open space on field as possible. Timeline for completion is end of June 2018 when site will be available for use.

Maintenance plan covers a 10-year period and includes regular checks of the equipment. All equipment is covered by extensive warranties and guarantees. Gym equipment is 'one size fits all' and is built using national average sizes, intended for aged 14 years+.

201/17-18 **Declaration of Interest**

None

202/17-18 **Chairman's Report**

Noted:

- A major water leak reported on A368, being dealt with by B&NES
- PCAA have a new supporters website www.bristolairportwatch.co.uk
- Unity Bank up and running – SSPC will use effective April 2018 (new financial year)
- S106 funds for Play Area to be released imminently
- On Tuesday 06/03 the chairman & 2 other councillors met informally with representatives of the Bishop Sutton Cricket Club, who agreed to forward information on the minimum size & location for a cricket wicket and a proposal for fencing around the new facilities that they believe to be necessary before they could play at the rec ground again, for the PC to consider.

203/17-18 **Community Engagement Working Party Updates**

Updates received:

i. The Play Provision Project

- a. **Stamp Around** – Bishop Sutton Recreation Ground is being included in the 'Stamp Around' initiative mentioned in last months minutes. The initiative will encourage people to visit our Recreation Ground.

There will be a big launch event on 28th March 2018 at the Keynsham Memorial Park between 2pm and 4pm (Easter School Holidays).

- b. **Play Area Tender** – a meeting took place last week with HAGS, the successful contractor, where a timeline and adjustment to orientation were tied down. This project is now ready to move to the next phase. A proposal was made for the Chairman to sign the Purchase Order from HAGS which acts as an order and will permit HAGS to instruct build of the equipment ready for installation.

IT WAS RESOLVED THAT: The Chairman to sign HAGS Purchase Order

The Public Engagement Working Party proposed a draft tender for the pathway that will be made once the new play area is installed.

The Public Engagement Working Party proposed that SSPC purchased 2 small set of goals up to a cost of £100 each which would be moveable and available on the Recreation Ground for use by the community, particularly with Easter holidays fast approaching.

It was proposed that an article should go into the Chew Valley Gazette to publicise this huge progression in the Play Area Project as it is happening now! Parishioners present were extremely excited by the prospect.

IT WAS RESOLVED THAT: The Clerk proceed with the Pathway Tender process.

IT WAS RESOLVED THAT: By a majority vote SSPC agreed to purchase 2 small sets of goals up to a cost of £100 each.

IT WAS RESOLVED THAT: An article will be prepared and placed into the Chew Valley Gazette to publicise the new Play Area progression

ii. **The Community Library**

It was noted that new furniture was present in the room, cabinets and children's book presentation units have been acquired.

- a) **Meeting Updates** – In October 2017 it was suggested that SSPC could have up to 2500 books, no Wi-Fi, managed on a record basis on trust. This was the basis of the route followed. When the Working Party visited B&NES on 21st March 2018 they were presented with 3 options, 2 of which are unworkable. Only option left after discussion only offers 700 books. This is not sufficient so have referred back to Sara Dixon. 21 people attended the Volunteers Meeting on 22nd March. Book swaps and donations were discussed heavily. It is too early to consider these however. Need to bring volunteers up to speed. Library set up and links with Library Service need to be established. Equipment needs to be acquired and prepared. Dist. Cllr Pritchard agreed to take up the number of books with the Library Service to support SSPC as we are being used as a flagship and a lack of books would hinder the progression. Policy & Procedures have been discussed.
- b) **Computer and Scanner** – quotes have been obtained from Saltech and Microbits. A sponsor has come forward and has proposed giving the SSPC Library a Pro-book and scanner. As Library Service is web-based we have asked them to confirm the best access route.
- c) **Annual Cost of Support from 2019** – if equipment acquired through sponsor then no maintenance contract will be necessary. Only costs may be use of hall for heating, building, Wi-Fi, etc. Truespeed will install for free but charge for usage. Once all costs tied down WP will come back to full PCM for agreement. This is the start of the vision for The Link, if comes to fruition it will be a commercial success and start paying for itself in a few years.

204/17-18

Planning

The following planning application was considered:

- i. 18/00732/FUL – 2 Hillside Gardens, Bishop Sutton, Erection of 3 bed dwelling and workshop, following demolition of existing 2 bed dwelling and outbuildings.

This application is a resubmission for full planning permission to build a 3-bed dwelling and workshop, following demolition of existing 2 bed dwelling and outbuildings.

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

Neighbourhood Plan

Policy SSHP01 Housing Boundary which states that:

The housing development boundary (HDB) for Bishop Sutton should be redefined to strictly follow the existing HDB but with the addition of the strict boundary of the two already approved housing developments of Cappards and Oak Park which together total 76 houses.

The application meets the requirements of this policy.

Policy SSHP02 Development Scale, which states that:

The Neighbourhood Plan will support infill housing, within the housing development boundary, this is likely to be small scale development and will be of an individual character in keeping with the Character Assessment, the exception to such development will be if it is deemed to be harmful to the Green Belt, or threaten the AONB which has the highest level of protection in the NPPF (National Planning Policy Framework).

As the proposed development is within the housing development boundary it could be considered to meet the requirements of this policy, however the scale of the proposed building will dominate the plot in a way that is out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

Furthermore, the proximity of the proposed building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

On balance the council believe that the application therefore conflicts with SSHP02

Policy SSHP03 Development Character, which states that:

The Neighbourhood Plan will support future housing development which will reflect the character, varied materials and varied build design as identified through the Character Assessment and should be limited to infill within the amended HDB.

the scale of the proposed building will dominate the plot in a way that is out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

Furthermore, the proximity of the proposed building in relation to the neighbouring properties would be out of character for the area of the village, as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan.

The application therefore conflicts with SSHP03

Policy SSHP04 Property Size, which states that:

In accordance with the 2014 housing needs survey the Neighbourhood Plan supports infill development which proposes to build small (1 and 2 bedroom) low cost open market houses. Other types and sizes of dwellings on infill sites will be supported if they reflect identified housing needs.

The application is for a three-bedroom property to replace a two-bedroom dwelling, a type of property in short supply within the settlement which is specifically identified within the Stowey Sutton Neighbourhood plan as requiring growth & not reduction in availability.

As no evidence has been presented by the developer to indicate that there is an identified need for a property in this category it does not meet the requirements of this policy.

This application does not meet the requirements of Stowey Sutton Adopted Neighborhood Plan policies SSHP02, SSHP03 & SSHP0, it is not supported by Stowey Sutton Parish Council.

Should approval be considered against the recommendation of Stowey Sutton Parish Council we would request that permitted development rights be removed for the property to ensure that further development is subject to full development control scrutiny to prevent further overdevelopment of the plot.

- ii. The following decisions were noted:
- a) 17/06160/FUL - Parcel 3200, The Street, Stowey Erection of an agricultural building – PERMITTED without SSPC or Cameley comment. Comment no longer permitted.
 - b) 18/00019/FUL – 35 Parkfield Gardens, Bishop Sutton, Erection of 2 storey dwelling with detached garage and new access (resubmission) – PERMITTED.
 - c) 17/06224/FUL – Hillside View, Sutton Hill Road, Bishop Sutton, Erection of open garden structure with solid roof, two-storey extension, raised roof over garage, garage conversion and new side garage – CHAIR Delegated RECOMMEND PERMIT

A complaint has been lodged, with B&NES Divisional Director – Development, asking for comment given that our Neighbourhood Plan appears to be constantly ignored by Case Officer. Dist. Cllr Pritchard met with Parish Neighbourhood Plans Consortium where disappointment was highlighted as Neighbourhood Plans are wilfully being ignored with contentious planning decisions being made by case officers. This is not in the spirit of Neighbourhood Plans.

205/17-18

District Councillors Report

It was reported that there is planned to be an increase of 4.95% on council tax. 3% of this will go on Social Care. Children's Services and Adult Social Care takes 80% of the Councils budget. There will be significant loss in the work force over the next year. The Council's restructuring as already commended. This will mean unavoidable reduction in service. It should be noted the Community Empowerment Fund has now cased. 10 Applicants successfully applied, one of which was Stowey Sutton Parish Council.

206/17-18

Training and Meeting Update

The following reports were received:

- i. **Town & Parish Councils Information Service** –The Chairman and Cllr Hewett summarised the information provided by B&NES officers at the JSP, Local Plan & HELAA briefing on the 6th March 18.

Briefly whilst the housing targets are subject to review and amendment as the process develops currently B&NES will have a target of 14,500 new dwellings to 2036, this is an 11.5% (1,500) increase over the Core Strategy target, however this is over a slightly longer period than the Core Strategy.

At present B&NES are considering allocating 700 of the additional dwellings to rural areas of the county.

- ii. **Chew Valley Forum** – Police report was previously circulated. Police are looking for volunteers to help with a 'Speed Watch' initiative' Community Empowerment fund now closed. Affordable Housing and its tool 'Homesearch' was discussed heavily along with Local Connections Policy. SSPC agreed to put a brief article in the Parish Newsletter and Magazine to publicise. Next meeting 24th May, focus on Health and Wellbeing.
- iii. **Parish Liaison Meeting** – finance and budget update. Cost of election for Parish Council was touched upon. Parish sweepers and their future was discussed. It should be noted that Stowey Sutton's cleaner is not funded through the Parish Sweepers scheme by directly by SSPC. FIXMYSTREET.COM update was provided, being tested now so should be live for all to use very soon. An update on the Parish Charter and Modern Libraries program was used. Bishop Sutton used as a showcase. An overview was given of Planning CIL Allocations and processes.

207/17-18

GDPR

GDPR comes into effect 25th May 2018. Much information currently available but nothing is fixed. LCPAS offer a service to become Council's Data Protection Officer. Full service £150 per annum, £300 to include an annual compliance visit. Toolkits are available also.

IT WAS RESOLVED THAT: Stowey Sutton Parish Council will take the full package at £300 from LCPAS for the first year.

208/17-18

Hedgerows, roads, pavements, ditches and drains

The following report was received:

- i. The Cherry Tree has now gone. Many tree replacements were suggested and discussed.

IT WAS RESOLVED THAT: Replacement to be placed back on agenda once all Truespeed work has completed.

209/17-18

Footpaths

The following report was received:

- i. A request from B&NES to cover cost of replacement kissing gate on PROW CL20/6 at Stowey Crossroads.

IT WAS RESOLVED THAT: Dist. Cllr Pritchard would revisit this with B&NES and report to Clerk to add back on agenda for next PCM.

210/17-18

Chew Valley 10k

A request was noted from Chew Valley 10k for a contribution to cover the cost of crowd barriers for the event taking place in June. In 2017 SSPC gave a grant of £570 towards the event. The cost this year will be £462.50 plus £92.50 VAT, making a total of £555.

Road closures for the event were also noted. These will be published on the Council website.

It was also noted that a 1k Children's race will take place this year with a football theme to link in with the Football World Cup starting just a few days later.

IT WAS RESOLVED THAT: SSPC shall award a contribution of £555 to Chew Valley 10k to cover the cost of crowd barriers.

211/17-18

Finances

The following requests were received:

- i. Quotations for replacement of Rec Ground edge posts and repair to broken fence at Rec Ground near Sutton Spice.

IT WAS RESOLVED THAT: SSPC accept the quotation for repair of broken fence on Rec Ground at a cost of £250.00.

IT WAS RESOLVED THAT: Replacement of Rec Ground edge posts to be deferred until after the Play Area is installed.

- ii. Estimated £810 request from B&NES for kissing gates on PROW CL20/6 Stowey Crossroads, Stowey.

IT WAS RESOLVED THAT: Dist. Cllr Pritchard would revisit this with B&NES and report to Clerk to add back on agenda for next PCM.

- iii. Basic Clerk course at £50 and iLCA Level 2, Introduction to Local Council Administration, The Essential Knowledge (online), at £99 + VAT for Clerks development.

IT WAS RESOLVED THAT: SSPC would cover cost of Basic Clerk Course at £50 and iLCA Level 2 at £99 + VAT for Clerks development.

- iv. Financial Statement and Cheques for signature.

Current Account after payment of March cheques	£2,230.98
Reserve Account	£38,089.80
Available funds	£40,320.78

March PCM	Gross £
Clerk Wages	£385.03
Cleaner wages	£134.48
Tax & NI on Salaries	£96.20
Dial-a-ride Grant approved at March PCM	£45.00
Breaking the Mould Conference - L Kingston (K Betton re-imburement)	£99.00
Postage (J Bryant re-imburement)	£2.28
Basic Clerk course for Clerk	£50.00
iLCA course for Clerk	£118.80
Library Furniture (L Kingston re-imburement)	£160.00
Library Volunteer Meeting (L Kingston expenses)	£8.57
Village Hall & Millenium Gdn Maintenance	£80.00
Stowey House Farm Trilanco Disinfectant 5L	£17.30
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Totals	£1,213.96

IT WAS RESOLVED THAT: SSPC would transfer £10,000 from its Reserve Account to the new Unity Trust bank account making Unity Trust its' primary bank account for payments out effective 1st April 2018.

212/17-18

Correspondence

The following correspondence was noted:

- i. Truespeed works – Streetworks Inspector is investigating multiple sites and will ensure work is completed to the required standard. A 2-year guarantee covers all works. All sites identified were known to be temporary tarmac.
- ii. Dog Warden – Warden is to walk along Wick Road and ensure all signage is up to required standard. PC to consider extra signage on Rec Ground as part of improvements.
- iii. Anti-Social Behaviour – there have been reports of Anti-Social Behaviour behind the village hall, particularly use of small gas canisters and bonfires. Police patrols have increased, Crime Prevention Officer survey to take place, and Youth Bus to raise awareness and enforce zero tolerance policy. 8 youths have been identified and policy are engaging with parents.
- iv. Field towards Stowey from Sutton Hill Road – a parishioner had written with concerns about an electric fence that had been put up around a field where sheep were grazing potentially blocking a public right of way. Sheila Petherbridge investigated, fence has now been removed.

213/17-18

Date of next meeting

Wednesday 5th April 2018.