

# STOWEY SUTTON PARISH COUNCIL

Minutes of the Parish Council meeting held at  
7.30pm on Wednesday 6th November 2019, The Link, Bishop Sutton BS39 5UU  
[www.stowesuttonpc.org](http://www.stowesuttonpc.org)

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

149/19-20 **Apologies for absence**

None received.

150/19-20 **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.*

151/19-20 **Confirmation of Minutes**

The amended minutes of the Parish Council Meeting held on 3<sup>rd</sup> October 2019 were approved.

152/19-20 **Declaration of interest**

None received.

153/19-20 **Flooding**

Parish Flood Representative updated council on recent flooding incidents in Bishop Sutton.

On 13th October flooding in Ham Lane was notified to Clive Onions, Parish Flood Representative. Investigations revealed that the ditch which drains Ham Lane and discharges into Chew Valley Lake was 'blocked' near to the Bird Hide. BANES had inspected the ditch last year and liaised with Bristol Water, and noted it had a very slack fall from Ham Lane. The ditch therefore needs to be maintained to provide the best chance for water to flow away and reduce the risk of flooding on Ham Lane.

On 18th October Bristol Water confirmed they would request their Facilities Management team to inspect and clear the ditch in their ownership. Wessex Water have inspected the 'Summerleaze' pond and the controls and confirmed they are in order and controlling the flow as required. The flood representative also inspected and confirmed the same.

The occupier of the flooded house was visited on 26th October and it was noted that a field crossing was vulnerable to blockage and when levels rise, a ditch leads the floodwater into the property. The owner was advised to form a barrier in the ditch to reduce the risk of flooding, and also given further advice to reduce risk of flooding to the house. BANES visited the house and neighbour on 1st November and confirmed that the ditch could be filled, reducing the risk of floodwater reaching the house. The owner of the field crossing has also agreed to increase the size of the culvert at the field crossing, but only if the downstream ditch to the lake is cleared.

BANES has agreed to maintain the vegetation between Bristol Water's boundary and Ham Lane at the beginning of December. Wessex Water has also been asked to inspect their pumping station and its operation. They have agreed to repair an outfall from the pumping station, and they are also undertaking an investigation of the system to understand if improvements are required.

Remaining issue is to get Bristol Water to clear their section of the ditch urgently. BANES has also agreed to clear the gulley's opposite Manor Farm, which are overgrown (they are on a quarterly clearance programme).

154/19-20

### **Clerk's Report**

Clerk reported:

- Nominations for B&NES Community Awards open until 20th December 2019. Suggestions for nominations should be sent to the clerk or can be completed directly.
- A call for Volunteers has seen a few parishioners volunteer for various projects. Clerk will be in touch with these volunteers shortly.
- A memorial for Remembrance has been created for Remembrance Day Sunday 10<sup>th</sup> November.
- Consultation on the draft Care and Support Charging and Financial Assessment Framework is open for comment until 3<sup>rd</sup> December 2019
- B&NES Council Priorities and Key Financial Plans - Public Meeting 17 December 2019
- Environment Agency report on Stowey Quarry testing was shared
- Police report received. Vans and outbuildings are being targeted (A garage break in also took place last night in Sutton Hill Road). Keep an eye out for rogue traders particularly targeting the elderly and vulnerable.

155/19-20

### **Planning**

The following planning applications were considered:

- a) 19/04398/FUL- Highbanks, The Street Stowey - Erection of single storey residential annex

This property is outside the extended housing development boundary and inside the green belt.

This application should be considered individually against the Adopted Stowey Sutton Neighbourhood Plan.

#### **Housing and Development Policy SSHP01 Housing Boundary**

The housing development boundary (HDB) for Bishop Sutton should be re-defined 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 site is outside the housing development boundary & therefore does not meet the aims of this policy.

#### **Housing and Development Policy SSHP02 Development Scale**

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).

The application site is outside the housing development boundary & within the green belt, the location cannot be described as infill development, whilst the application makes reference to a previously approved but un-commenced application for a stable block of similar size & similar location, which at the time was not considered to harm the openness of the greenbelt, however the application fails to acknowledge that not only planning policy changed significantly in the intervening 12 years, with the adoption of the B&NES Core Strategy, NPPF & the Stowey Sutton Neighbourhood Plan, each of which contain strong policies designed to protect the greenbelt.

In addition, the application fails to acknowledge changes to the immediate area surrounding the application site, where further development has been approved, so that the cumulative effect of this application must be considered.

Due to the size and location of the proposed annex within the greenbelt the application does not meet the aims of SSHP02.

#### **Housing and Development Policy SSHP03 Development Character**

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.

Due to the size and location of the proposed annex, outside the housing development boundary & within the greenbelt the application does not meet the aims of SSHP03.

#### **Housing and Development Policy SSHP04 Property Size**

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.

The application states that this application is for an annex to Highbanks, which is entirely reliant on the main dwelling & cannot therefore be counted as an independent 1- or two-bedroom property, as such the current application does not meet the aims of SSHP04.

#### **Housing and Development Policy SSHP06 Lighting**

Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is a characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.

No details external lighting has been included within the information available, so the application does not demonstrate compliance with SSHP06.

On balance application 19/04398/FUL- Highbanks, The Street Stowey , Erection of single storey residential annex does not meet the aims of SSHP01, SSHP02, SSHP03, SSHP04 & SSHP06.

It was resolved that, Stowey Sutton Parish Council do not support this application.

- b) 19/01018/FUL - 27 Highmead Gardens, Bishop Sutton - Erection of single storey rear extension and rear dormer loft conversion.

We previously considered an application under this reference in April 2019, at that time the proposal included an almost full width box dormer across the rear of the property, we did not support the proposal.

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

#### **Housing and Development Policy SSHP01 Housing Boundary**

The housing development boundary (HDB) for Bishop Sutton should be re-defined 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 site is inside the housing development boundary and therefore meets the aims of this policy.

#### **Housing and Development Policy SSHP02 Development Scale**

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).

The application site is inside the housing development boundary and can be described as infill development, however due to the proposed size, cannot be described as small scale, therefore the revised application only partly meets the aims of this policy.

#### **Housing and Development Policy SSHP03 Development Character**

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 application site is inside the housing development boundary and can be described as infill development & whilst the design shown in the application drawings for the front of the building broadly matches the design of the existing & neighbouring properties, consideration must be given to the intention of raising the ridge height by 1 metre, which when combined with the stepped nature of the houses on this sloping road would be out of character for this section of the streetscape, becoming particularly dominating & imposing over the adjacent property.

The proposed revised design for the rear of the property differs significantly from the existing design & could have a significant impact on the streetscape as viewed from Church Lane.

On balance the proposal does not meet the aims of this policy, due to the site-specific location & scale.

#### **Housing and Development Policy SSHP04 Property Size**

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.

The application is to convert a 3-bedroom property to a 4-bedroom property; therefore, the application does not meet the aims of this policy,

#### **Housing and Development Policy SSHP06 Lighting**

Where lighting is proposed, it should be designed to avoid intruding into areas where darkness is a characteristic of the village. Any lighting scheme must not impact negatively near woodland edges or near hedgerows used by bats for foraging.

Although located in an existing area of housing development, the hedgerows & fields close to the property are in an area of bat activity, as the application makes no reference external artificial lighting it will be important to include a condition to minimize the effect of artificial lighting

It was resolved that Stowey Sutton Parish Council voted not to support this application.

156/19-20

**Bus Stop Consultation**

A B&NES proposal for a £16,000 improvement of the bus stops within Bishop Sutton was considered. The plans are disproportionate given the low level of public transport that the village receives. In particular, the proposals for the bus stop outside of the Post Office cause concern given the proposed stop will infringe on the crossroads junction of Ham Lane/Wick Road/The Street/Sutton Hill Road creating a further hazard. The parish fought hard to have double yellow lines placed around that dangerous junction. The proposal will also remove the limited parking capacity for the vital village post office. Stowey Sutton Parish Council strongly objects to the proposal and wishes to engage with B&NES over a more beneficial use of these funds.

**RESOLVED** that Stowey Sutton Parish Council strongly objects to the proposal and wishes to engage with B&NES over a more beneficial use of these funds.

157/19-20

**Bishop Sutton Community Run Library**

Informal report received. Very good month. Library has hosted a number of events and new users recently. A very successful Save The Children Event was held on 30th October 2019 raising just under £1000 for the charity. Hosted Acorn Toddler Group during October whilst Chew Magna Baptist Church floor was being replaced. Christmas closure dates have been agreed – last session Saturday 21st December 2019. Re-opening as usual Thursday 2nd January 2020.

Birthday party being held on 16<sup>th</sup> November as library celebrates its first birthday. Next Sub-Committee meeting being held Tuesday 19th November 2019 to plan for 2020/21.

158/19-20

**Bishop Sutton Recreation Ground**

Littering still being reported. Support from community requested to ensure litter bins available are used effectively. Parish Council to bring forward a proposal for a recycle bin on the recreation ground to encourage use of bins for cans and bottles that currently find themselves on the grass.

159/19-20

**District Councillor's Report**

Ward Community Empowerment fund is now live. This fund has been set up to provide every ward councillor with a one-off sum of £2,000 to address concerns or needs in their local communities. The funding scheme is now open, applications to be submitted by 30 September 2020 for project completion before 31 March 2021.

160/19-20

**Policies and Procedures**

Updated policies received:

- i. Publication Scheme
- ii. Freedom of Information Policy (New)
- iii. Complaints Policy
- iv. Developer Pre-Application Engagement

**RESOLVED** that Stowey Sutton Parish Council adopted policies detailed above.

161/19-20

**Youth Provision**

A report was received regarding recent activity levels. It is great to see the recent increase in service users. As the service is no longer provided by B&NES, there is a need to consider all options for the parish to ensure financial commitments can be met. A number of proposals were received for future youth provision in Bishop Sutton.

Cllr Clewett met with young people using service this evening. Young people would prefer continuation of service and personnel but understand PC are exploring options. The Parish Council are committed to ensuring the young people of the parish continue to receive an appropriate service.

**RESOLVED** that Young Bristol will be invited to deliver youth service in Bishop Sutton from week commencing 11<sup>th</sup> November 2019 for a trial period. Clerk and Vice Chair are delegated authority to

discuss delivery of service for this period of ‘assessment of need’ until February, with monthly reporting and a full report available for January PCM to discuss service delivery from February onwards.

162/19-20

**Hedgerows, Roads, Pavements, Ditches and Drains**

It was reported that the white lines are missing from the Bonhill Lane/Road junction making it difficult to see that the road follows around rather than through.

163/19-20

**Footpaths**

No reports received.

164/19-20

**Correspondence**

Correspondence received:

- A parishioner raised concerns regarding littering on Bishop Sutton Recreation Ground
- A parishioner has provided comment regarding precept setting for 2020/21
- An increase in speeding has been reported on Sutton Hill Road and has been reported to Avon & Somerset Police for action.
- Bishop Sutton Pre-School and Forest School are holding their Christmas Fayre on Saturday 30<sup>th</sup> November at the village hall in Bishop Sutton.

165/19-20

**Finances**

- a) A report from the Finance Working Party was received. The working party met to discuss projected year-end figures for 2019/20 and to prepare a budget for 2020/21 financial period.
- b) An initial draft of 20/21 budget was received. Proposed budget is £35,895 with a proposed precept of £23,625. It is inevitable as we take on services that B&NES can no longer provide precept will be increased. We have been incredibly lucky to have such a great group of volunteers ensuring the community library runs smoothly with minimal costs to the parish. Proposed increase would equate to less than £4 per household increase for a band D property.
- c) The monthly Financial Statement was received.

- d) Cheques for signature, and BACS for authorisation were presented and approved.

November PCM		£
HMRC	Tax & NI	£ 984.87
Stowey House	Domestos Blue 5L	£ 9.00
Filers Coaches	Surgery coach	£ 150.00
Bishop Sutton AFC	Grass Cutting October 2019	£ 70.00
Hot dog	Cardboard soldier silhouette for Remembrance	£ 32.98
Amazon	Cardboard soldier silhouette for Remembrance	£ 24.14
SLCC	Clerks annual membership	£ 196.00
Bishop Sutton Village Hall	Christmas trees donation	£ 200.00
Unity Trust	Handling charges	£ 4.80
Gem Security Systems Ltd	Chubb key (village hall cctv room)	£ 7.45
Timpson	Mortice key (village hall noticeboard replacement)	£ 10.00
	Henry vacuum (library cost share 50/50 with Chew	
Amazon	Magna Baptist church)	£ 57.50
Royal British Legion	Poppy Wreaths donation	£ 68.00
<b>Grand total</b>		<b>£1,814.74</b>

**RESOLVED** that Grant requests from community groups for 2020/21 are invited to ensure they are considered at the December meeting budget review. Applications should be sent to [clerk@stowesuttonpc.org](mailto:clerk@stowesuttonpc.org) by 2nd December 2019.

166/19-20

**Date of the next meeting**

The next scheduled meeting of the Parish Council is on Wednesday 4<sup>th</sup> December 2019.