

# STOWEY SUTTON PARISH COUNCIL

Tel: 01275 772 177 Email: [clerk@stoweysuttonpc.org](mailto:clerk@stoweysuttonpc.org) Website: [www.stoweysuttonpc.org](http://www.stoweysuttonpc.org)

Present: Councillors K Betton (Chairman), H Clewett, L Kingston, L Balmforth, J Knibbs and M Arnold  
Clerk: J Bryant

Minutes of the Parish Council meeting held at  
7.30pm on Wednesday 2nd December 2020 via Zoom

## MINUTE: 2020/12

### 1. Apologies for Absence & Declarations of Interest

Councillor Daly encountered technical difficulties; apologies delivered via email noted during the meeting.

### 2. Confirmation of Minutes

**RESOLVED that**, the minutes of the Parish Council Meeting held on 4<sup>th</sup> November 2020 were approved with amendments previously circulated.

### 3. Co-option

**RESOLVED that**, Ross Parker and Tracy White are co-opted to parish council to fill 2 casual vacancies.

### 4. 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.

### 5. Planning

#### a) New Applications considered:

- i. 20/04194/FUL: 33 Parkfield Gardens, Bishop Sutton BS39 5XF, Erection of single storey extension to rear

**RESOLVED that**, Whilst the proposed extension meets the aims of the adopted Stowey Sutton Neighbourhood plan policies SSHP01, SSHP02 & SSHP03, it does not demonstrate compliance with the aims of SSHP06. Subject to the inclusion of a condition to control the effect of artificial lighting, both externally installed and spilling from any skylights, Stowey Sutton Parish Council does not object to 20/04194/FUL

- ii. 20/04225/FUL: Camelot, Sutton Hill Road, Bishop Sutton BS39 5UR, Erection of two storey front extension to replace existing garage outbuilding

**RESOLVED that**, whilst this application does not meet the aims of SSHP04 & SSHP06 this application broadly meets the aims of Stowey Sutton Adopted Neighbourhood Plan policies SSHP01, SSHP02, SSHP03, & SSBE04, subject to the inclusion of a condition to control the effect of artificial lighting, both externally installed and spilling from any skylights, & a condition to clarify that this application supersedes and revokes permission for any works not already completed under approval granted by 17/05586/FUL, it was resolved that Stowey Sutton Parish Council does not object to application 20/04225/FUL

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- iii. 20/04332/FUL: 3 Hillside Gardens Bishop Sutton BS39 5XG, Erection of a single storey rear extension and side extension including replacement garage following demolition of existing garage. Attic conversion with dormer bedrooms to front and rear & internal alterations plus associated landscaping.

**RESOLVED that**, whilst this application meets the aims of SSHP01 it does not meet the aims of Stowey Sutton Adopted Neighbourhood Plan policies SSHP03, SSHP04 & SSHP06, the current width of this proposed development will significantly harm the streetscape as identified by the Character Assessment which forms appendix E of the Adopted Stowey Sutton Neighbourhood Plan. As such, whilst the principle of development and modernisation of this property is acceptable, it was resolved that Stowey Sutton Parish Council do not support application 20/04332/FUL in its current form.

- iv. 20/04383/FUL: The Annexe, Stowey Mead Farm, The Street, Stowey BS39 5TH, Erection of a single storey rear extension. Addition of first floor over existing single storey rear lean-to. Installation of two dormer windows to existing roof. Erection of detached garage and carport

**RESOLVED that**, Whilst this application does not meet the aims of SSHP01 & SSHP06 as a property within the green belt at the edge of the settlement in an area that is currently largely dark at night, it does broadly meet the aims of Stowey Sutton Adopted Neighbourhood Plan policies, SSHP02, SSHP03, & SSBE04, subject to the inclusion of a condition to control the effect of artificial lighting, both externally installed and spilling from any skylights, it was resolved that Stowey Sutton Parish Council does not object to application 20/04383/FUL

b) Decisions notified:

- i. 20/03363/FUL: 7 Highmead Gardens, Bishop Sutton BS39 5XB, Erection of two storey side extension, single storey porch, and detached bike store/work room - **PERMITTED with conditions**

- c) Development Management response from B&NES Planning Department noted regarding Stowey Sutton Neighbourhood Plan Policies and application of them by planning team. Application of policies to decisions will remain under review at this time.

6. Public Engagement Working Party

- a) Bishop Sutton Community Run Library report received. Click & Collect for library continued during Lockdown 2 and the café operated a takeaway service which was remarkably successful. Great support was received from the public. 90% of income is now being taken by card payment. As B&NES is in Tier 2, we can re-open with our Covid-Safe measures in place and will continue to operate the café takeaway service alongside usual socially distanced café service. Library users are looking forward to returning the social aspect to the hub. We thank our volunteers who have remained firm with their support whilst other community libraries have lost many volunteers during these difficult times.

b) Recreation ground report:

- i. CCTV networking complete  
ii. ALCA/NALC Advice regarding MUGA Risk Assessment during Covid Lockdown 2 noted

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## 7. Training & Meeting Updates

- a) **Chew Valley Area Forum Climate & Nature Emergency Working Group 17th November 2020** – Working Group was split into 2 sub-groups for this meeting - Parishes who have declared a Climate and Nature Emergency and those who have not. Each parish provided a brief outline of the current position of their parish. Research, evidence-based actions being considered and possible areas where valley wide solutions might be helpful were shared, along with help needed and possible ways in which this working group could help. Stowey Sutton PC does not have a declaration, or a PC Working Group and our representatives welcomed shared ideas on the challenges. The working group is designed to be practical and help assist parish councils in working their way through this subject.
- b) **Parish Council Climate Emergency Workshop 26th November 2020** – Tracy White (as a parishioner) attended this workshop. It was a practical small group working through local impacts such as flooding and sustainable food. Easy wins to reach a carbon neutral future were shared. When the minutes of the Climate Action Day are released, they will be shared with council along with the delegates' pack.
- c) **PCAA updates** – an addendum to Environmental Statement and associated documents has been submitted by Bristol Airport Limited in relation to its appeal against the decision of North Somerset Council on 13.3.2020 to refuse planning application 18/P/5118/OUT. Clerk to respond following consultation with councillors as per resolution made 4<sup>th</sup> November 2020 Minute 2020/11/06a
- d) **West of England Combined Authority Spatial Development Strategy consultation** – active until 14<sup>th</sup> December 2020. Councillors and public encouraged to respond directly.
- e) **ALCA training opportunities** circulated and noted.

**RESOLVED that**, Tracy White (co-opted at this meeting) to represent Stowey Sutton Parish Council in the Chew Valley Area Forum Climate & Nature Emergency Working Group alongside Councillor Clewett.

## 8. Footpaths, Hedgerows, roads, pavements, ditches, and drains

- a) Burlledge footpath condition has been reviewed by Public Rights of Way officer Sheila Petherbridge who is working with the landowner and tenant to put right the footpath.
- b) Ham Lane drainage continues to cause problems and Flood Representative Clive Onions is working with B&NES and Bristol Water to push a resolution to the ongoing problem.
- c) Overnight parking on Cappards Estate causing concern to some residents. Beat Officer made aware.
- d) Some areas of Wick Road treacherous, reports of pedestrians being clipped by passing vehicles wing mirrors. Particularly Chapel Cottages to The Link. Some areas not passable for wheelchair and pushchair users who must go into the road to progress their journey.

**RESOLVED that**, Clerk to engage with Preschool, Library and school and determine how many patrons arrive on foot each week.

## 9. Correspondence

Received:

- Chew Valley 10k 2021 postponed in its usual structure. Intention is to replace it for 2021 only with a low-key version of the event with a significantly reduced maximum number of runners. Virtual events for all ages will be on offer, as per this year, and nominated beneficiary charities will be Chew Valley School Society, Bishop Sutton School Society, The Lymphoma Research Trust (in memory of local resident, Mr Mark Wookey) and Chew Valley-based charity NICU Support.
- Stowey Sutton Parish Councils nomination for Chelwood Rotary Club Award was unsuccessful this year with our nominee coming in as runner up.

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- CPRE Avonside inviting financial support
- Valley Bootcamp – requesting use of recreation ground for classes on Thursday evenings.

**RESOLVED** that, permission granted to Valley Bootcamp for 6 months usage of Bishop Sutton Recreation Ground on Thursday evenings, 7pm until 8.30pm. To be reviewed June 2021.

## 10. Finances

- A second draft of the 2021-22 budget was received. Annual Budget proposed £39,675, Precept Proposed £24,625, 4.23% increase (£1.49 per/000 increase based on tax base for band D house 2020):
  - Budget/Precept 2021/22 may result in loss of Chew Medical Practice weekly surgery bus
  - Maintenance contract for Millennium Clock at Village Hall may not be renewed in October 2021
  - Grant applications and fundraising to be undertaken to fund youth provision
  - Invitations made to local businesses to donate towards local projects and services.
- CIL Report for 2019/20 submitted with £1883.06 carried forward to 2020/21.
- Monthly Financial Statement and reconciliation reports received:

Bank Account	Balances (after payments)
Unity Trust Current	£ 15,013.01
Unity Trust Savings (library)	£ 285.70
NWB Current	£ 18,214.45
NWB Reserve	£ 91.23
Library Cash Account	£ 500.00
Clerk Petty Cash	£ 94.50
SumUp Account (library)	£ 1,719.61
<b>TOTAL</b>	<b>£ 35,918.50</b>

- BACS payments for 2<sup>nd</sup> December authorised

Payment Date	Payee	Description	Net £	VAT £	Gross £
02/12/2020	Staff	Staff Salaries September 2020	906.76	-	906.76
02/12/2020	HMRC	Tax & NI	144.68	-	144.68
02/12/2020	SumUp Payments Ltd	Charges	5.11	-	5.11
02/12/2020	Bishop Sutton AFC	Grass Cut October 2020	70.00	-	70.00
02/12/2020	Royal Mail	P O Box annual subscription	231.25	46.25	277.50
02/12/2020	Stowey House Farm	Domestos Blue 5L	7.50	1.50	9.00
02/12/2020	Stowey House Farm	Domestos Blue 5L	7.50	1.50	9.00
02/12/2020	Solving Communications Ltd	CCTV equipment and remote management capability final payment	1,308.98	261.80	1,570.78
02/12/2020	Bishop Sutton Village Hall	Christmas tree and lights grant	296.20	-	296.20
02/12/2020	Killens	Written valuation for possible land purchase	125.00	25.00	150.00
02/12/2020	CPRE	Annual Subscription 2020-2021	36.00	-	36.00
		<b>TOTALS</b>	<b>3,138.98</b>	<b>336.05</b>	<b>3,475.03</b>

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## 11. Clerks/District Councillors Reports – for information

### a) Clerks Report:

- i. BS AFC – surveyors proceeding to enable negotiation of new ground lease.
- ii. Young Bristol – outreach work has taken place during national lockdown working with vulnerable individuals around the parish. Normal Covid-safe service resumes with release of national lockdown. Grant applications have been made by Young Bristol with a view to securing funding for 2021/22 youth provision for the Stowey Sutton parish.
- iii. Bishop Sutton Pre-school paid their annual visit to our remembrance memorial display and in their biggest voices shouted, ‘thank you’. Their focus now turns to their Christmas Raffle and fundraising.
- iv. Western Power Distribution in area conducting powerline safety tree maintenance and clearance.

### b) District Councillors report:

Bristol City Council are in the initial stages of setting up a Covid vaccine administration centre at the Ashton Gate sports arena in Bristol which is designated to service the residents of Bristol, North Somerset, and South Gloucestershire solely. It will not serve the residents of Bath & North East Somerset. The public may assume this is coterminous with the tier system which determined this specific area to fall into tier 3. The area was assigned as Tier 3 to accord with the pressures on the hospitals serving that area, Bath & North East Somerset was identified as Tier 2 because it had a significantly higher reduction of identified Covid cases and is served by its own hospital facility namely the RUH. Enquiries have made as of today do not identify any specific Covid vaccine administration area for B&NES at present but it is believed this will be forthcoming.

Normally by this time of the year we would have gained some knowledge on the B&NES Council budget proposals. Webinars are scheduled for end of December. The Government Cap allows for a 2% increase with a further 3% specifically targeting Adult Social Care. A new initiative has been agreed by B&NES Full Council to enable residents in all bands to make contributions over and above their council tax rates to fund specific projects outside of the Council’s direct remit. (Street homelessness might be an example of this.)

A Consultation has just opened regarding “Recycling Centres for Bath”. Suggestions can be sent to [Recycling\\_BathHaveYourSay@bathnes.gov.uk](mailto:Recycling_BathHaveYourSay@bathnes.gov.uk) by 1 January 2021 and further information can be located on the website: <https://newsroom.bathnes.gov.uk/news/residents-invited-shape-plans-state-art-multiple-recycling-centres-bath>

## 12. Date of the next meeting

Wednesday 6<sup>th</sup> January 2021

**EXCLUSION OF PRESS AND PUBLIC RECOMMENDED:** That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – public excluded from meeting to discuss a commercially sensitive and confidential business matter.

## 13. Public Open Space

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Discussions are ongoing with a vendor regarding potential acquisition of land for community use. Stowey Sutton Parish Council has a responsibility to undertake sufficient due diligence, independent assessment and obtain value for money for its electorate. Following the receipt of a written valuation, to progress this project a Heads of Terms agreement should now be signed. Should the vendor wish obtain an alternative independent valuation this should be with the Parish Council by 19<sup>th</sup> January 2021.

**RESOLVED that**, Clerk to write to landowner confirming next steps and organise Heads of Terms Agreement with Killens LLP.

Meeting ended at 21.34