

# FRESHFORD PARISH COUNCIL

## **DRAFT: Minutes of the Meeting of Freshford Parish Council held remotely at 7pm on Monday 13 July 2020**

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**Parish Councillors Present:** John Adler (Chairman), Jean Hawker (Vice Chairman), Annabel Batchelor-Wylam, Jonelle Daniels, Tom Maddicott, Nick Stevens, Martin Walker

**Apologies:** Julian Carpenter

**In attendance:** Selina Jobson (Parish Clerk), Cllr Neil Butters (until 8.30pm)

**Members of the Public:** Four

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40. **Declarations of Interests and Requests for Dispensations**

Cllrs Walker and Stevens declared that they were Trustees of Freshford Village Memorial Hall.

41. **Minutes of Meeting**

The minutes of the meeting held on 8 June 2020 were signed as a true record.

42. **Actions**

The following actions arising from previous meetings were noted:

- Cllr Walker had contacted Curo about damage to the cemetery wall caused by two trees on their land. Curo had stated that if the Parish Council proceeded with repairs a claim could be submitted through Curo's insurers.
- Cllr Daniels had received no response from Curo regarding maintenance of land they own between the cemetery and the Glebe. No further action would be taken.
- Cllr Adler had responded to BANES request for identification of possible sites for renewable energy as part of the Local Plan Update. The manager of Piepards Farm, which might be an appropriate location for renewable energy, and the manager of Stoke Hill Mine with disused local mine tunnels, which might be viable for providing ground sourced energy, were both open to discussion about possibilities.
- A resident had provided a detailed proposal for an iron bench around the Boer Oak and this would be considered. There had been no further response from a second resident who had enquired about funding a memorial bench.

43. **Open Forum**

A resident spoke to raise concerns about planning application 20/02020/VAR which included proposals to increase the number of dwellings and the number of parking spaces. The resident felt that the increase in dwellings would worsen traffic problems along Rosemary Lane and with accessing the site. The resident questioned the extent to which Freshford residents were aware of these proposals and whether the proposals should be publicised more widely. An increase in delivery vans using Rosemary Lane was reported.

Other residents asked to talk to the agenda item about Memorial Trees and it was agreed that this item would be taken once planning applications had been considered.

44. **Planning Applications**

**44.1 20/02020/VAR Freshford Mill, Rosemary Lane, BA2 7PL: Variation of conditions 2, 3, 4, 6,7, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 26, 27, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39 and 40 of application 14/05048/FUL (Proposed residential development comprising 21 units, incorporating amendments to previously approved planning permission 05/02563/FUL and associated works. (Retrospective)).**

There were a number of variations to conditions, but the two considered most significant were the increase in dwellings from 24 to 26 and an increase in parking spaces from 43 to 55. Problems created by increased traffic resulting from the new development had been an original concern of the Parish Council and these elements of the variations were felt likely to exacerbate any problems.

In discussion councillors noted that:

- The impact of increased dwellings on the Freshford Mill site, creating more traffic, would be felt most by residents along Rosemary Lane;
- Traffic flows along Rosemary Lane were felt to have increased in recent years, with more drivers using the road as a cut-through and an increase in delivery vans related to the increase in home shopping;
- ‘Sat Nav’ systems directed traffic down Rosemary Lane;
- Traffic figures for Rosemary Lane had not been reviewed for 15-20 years and monitoring of traffic flows needed to be undertaken to provide a clearer understanding of problems. BANES had put on hold a request from Freshford Parish Council for traffic monitoring along Rosemary Lane and it was not clear when a traffic count would be held;
- As a single-track rural lane, Rosemary Lane was not suitable for the amount and type of traffic that was now using the lane;
- The initial report by BANES Highways on the Freshford Mill development had raised concerns that the highway network was not suitable to provide access to the proposed development;
- There were safety concerns for pedestrians using this lane;
- Councillors wanted to see as a condition of any planning approval a requirement that the developers of Freshford Mill contribute to resolving traffic problems on Rosemary Lane.

Councillors agreed to object to this variation of planning conditions due to the potential impact of increased traffic on the surrounding highways network. Councillors highlighted safety issues for pedestrians using Rosemary Lane due to the layout of the single-track rural lane. Councillors requested that the issue of increasing volumes of two-way traffic along Rosemary Lane was addressed as a requirement of this application.

**44.2 20/01629/FUL Unregistered Pipehouse Barn, Pipehouse, Freshford:** Conversion of the Pipehouse Barn at Peipards Farm into a three bedroom holiday let.

Following discussion at the last Parish Council meeting, the Parish Council had submitted comments and objected to this planning application. The objection was based on the conversion of an insubstantial pole barn to a substantial building which was seen to be contrary to the National Planning Policy Framework, given the pole barn’s location in Green Belt and an Area of Outstanding Natural Beauty.

The application had since been revised to a significant extent. The revised application was for a new single storey building tied into the Pipehouse Barn. The new proposals were seen as a move towards a more acceptable conversion, but a number of concerns were raised:

- Whether a separate application is required for demolition of the Pole Barn;
- As the barn is located within the Cotswold Area of Outstanding Natural Beauty (AONB) it was felt that the Conservation Officer should review the planning application;
- There was debate as to which conservation policies applied to this area but it was agreed that reference to these policies would be included in comments submitted;

- The new build appeared to represent a volume increase of 36%, which would be over the guideline of a 1/3 volume increase. However, it wasn't clear how the volume increase had been calculated and clarification was requested;
- It was felt that the Planning Officers would need to determine whether this application constituted a conversion of existing buildings or a new build, given that the Pole barn would be demolished and that all walls may need rebuilding to ensure a new roof could be supported.

Councillors agreed to object to this planning application on a number of grounds, including those listed above, and agreed that detailed comments should be submitted in full to the Planning Officer.

45. **Natural Environment**

Memorial Tree Requests. Councillors considered two separate requests from residents for memorial trees. Residents, or their relatives, spoke to outline the requests. Cllr Daniels had identified a location in the Tying where two trees could be planted, continuing an existing line of trees. It was suggested that the best time to plant trees was from November to March so planting could not take place immediately.

Councillors agreed in principal to the requests to plant two memorial trees. There would be further liaison with the residents involved about the exact details of planting and maintenance.

Clerk

46. **Tree Applications**

None.

47. **Decision Notification**

19/10471/FUL 3 A Church Lane, Limpley Stoke, BA2 7GH: Erection of 2 No. dwellings and associated landscaping and access works (amended design).

The Wiltshire Council Western Area Planning Committee had deferred consideration of the application pending a site visit.

48. **Chairman's Report**

Nothing to report.

49. **Correspondence Received**

- The Church had received full approval for proposed works and the Parish Council had been thanked for its support.
- A resident had reported concerns about a piece of agricultural land that they considered was now being used as a garden without obtaining planning consent for change of use. The resident had raised these concerns with BANES Planning Enforcement Office.

50. **Finance and Personnel**

50.1 Section One of the AGAR for 2019/20

The internal auditor had completed and signed the Annual Internal Audit Report. The internal auditor had provided some additional notes, but no issues had been raised. Councillors considered the statements relating to the preparations of the Accounting Statements in Section 1 of the 19/20 AGAR and approved agreement with all the statements (excepting Trust Funds which do not apply to Freshford Parish Council).

50.2 Section Two of the AGAR for 2019/120

Councillors had received a spreadsheet of figures used to calculate the Accounting Statements. The figures had been considered by the internal auditor. Councillors approved the figures provided in the Accounting Statements in Section 2 of the 19/20 AGAR.

The dates for the period of the exercise of public rights would be from 20 July to 28 August 2020.

50.3 The following payments were approved:

- £300 James Lock for grass cutting (part of The Tynning and cemetery)
- £406.24 Selina Jobson for administration
- £299.52 HL Mills grass cut of other part of the Tynning  
*[Note: the amount invoiced by HL Mills was queried as the original quote was for £249.60, but upon checking it was noted that the quote did not include VAT.]*

50.4 The bank reconciliation for June was approved and the following payment and receipt were noted:

- £300 Ian Croker for street cleaning (SO)
- £6280.51 BANES CIL money (receipt)

51. **Resignation of a Councillor**

Jacob Heatley-Adams had resigned as a councillor and a notice of vacancy had been issued. If an election was not requested by ten or more residents then it was agreed that councillors Adler and Hawker and the Clerk should put together an advert for the role of parish councillor and propose details of a co-option process.

Clirs Adler /  
Hawker /  
Clerk

52. **PC Assets**

52.1 Maintenance Contract for street lighting. The Clerk reported that a group of BANES parish councils were continuing negotiations with Volker Highways regarding new street lighting maintenance contracts. Councillors agreed to wait until these negotiations had been completed before considering options for a new maintenance contract.

52.5 Contract for unmetered electricity supply for street lighting. Councillors considered three contracts for unmetered electricity supply for street lighting, all using green energy tariffs. A contract from SSE was most competitive on price and councillors agreed to this contract.

The Clerk continued to liaise with SSE over their application of higher variable rate charges from March 2019 onwards, since no evidence had yet been provided that the Parish Council had been notified of this increase in charges.

53. **Highways and Transport**

Rosemary Lane. It was reported that due to Covid-19, BANES had delayed traffic monitoring at sites in and adjacent to Rosemary Lane, which had been requested by the Parish Council. BANES would look at this matter again in October 2020, but there was no assurance that traffic monitoring would be possible at that point.

It was therefore proposed that the Parish Council undertake a survey of possible options to reduce traffic issues to gauge the views of the village, an action which had originally been suggested alongside the traffic monitoring. In discussion it was noted that:

- whilst concerns about traffic issues in the village had been raised by residents for some time, the benefit of undertaking a survey at this point was questioned.
- proposing a number of solutions to traffic issues, without knowing if it would be possible to undertake any of the options, could lead to dissatisfaction amongst residents.
- the current planning application relating to variations of conditions at the Freshford Mill development could have an impact on traffic and possible solutions.

Councillors agreed to wait until Planning Officers had made a decision on the current Freshford Mill planning application (20/02020/VAR) before considering what actions to take to address traffic problems.

54. **Natural Environment**

Increase in people socialising & swimming in the river at Freshford. A number of actions had been taken since the last meeting, including putting up signs and liaison with the local Neighbourhood Watch Coordinator. Excessive parking remained an issue in good weather when visitors to the area increased. The Inn at Freshford had also re-opened. General concerns about problems of littering and poor parking were being raised with the Valley Parish Alliances (VPA) to see if a coordinated approach to raising these problems would be of benefit. Ward Councillors Sarah Dixon and Nick Butters had been included in correspondence with the VPA.

55. **Communications**

Web site redevelopment. Five web development companies had been provided with the requirements for redeveloping Freshford Parish Council's website. Of these, two companies had provided quotes within the agreed budget. Councillors agreed that a small working group, consisting of Cllrs Adler and Maddicott and the Clerk, would complete a procurement exercise. The group would bring a proposal to a council meeting and it was agreed that a meeting would be held in August for this purpose.

Cllrs Adler /  
Maddicott /  
Clerk

56. **Built Environment**

None.

57. **Exchange of Information**

LiFERAFT was still providing a prescription service for those self-isolating or who were unable to drive.

58. **Deferral of Items**

The meeting was concluded, and the following items deferred to a future meeting where necessary:

Update on A36 Severance Study.

Local Government Association Consultation on a Model Code of Conduct.

59. **Date of next meeting**

It was agreed that a meeting would be held in August and the Clerk would circulate a proposed date.

Clerk

Meeting ended 9.20pm.