

FRESHFORD PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD ON MONDAY 11th MARCH 2019 AT 7.00pm

MEMORIAL HALL, FRESHFORD

Present

Councillors: John Adler (Chairman), Jean Hawker (Vice Chairman), Nick Stevens, Martin Walker, Craig Underdown, Roger Paine, Peter King, Andrew Orme, Tom Maddicott and Lorraine Montacute (Clerk).

Apologies for Absence: All Councillors were present

026/19 Declarations of Interest and Requests for Dispensations

There were no Declarations of Interest

027/19 Minutes of Parish Council Meeting held on 11th February 2019

Draft minutes from the 11th February 2019 were approved and signed by the Chairman.

028/19 Open Forum

Since 2017 and with the support of the Parish Council, locals have attempted to establish a Community Speed Watch scheme. Traffic safety Police are going to recommend approval of the Community Speed Watch scheme following the introduction of new 20-mph signs.

John Jenkins and Graham Jenkinson provided feedback at the PC meeting highlighting that some residents are not comfortable with the location for some of the signage. For example, the 20 mph sign on Dark Lane is deemed unnecessary. A meeting is planned on 19/03/19 with Stefan Chiffers to agree how many signs are needed and appropriate locations for the signage.

The PC may consider at the next meeting whether to ask BANES to remove the 20-mph sign at Dark Lane.

029/19 Planning Applications

19/00810/FUL Pond House, Rosemary Lane, Freshford (Revised)

Pond House is in Rosemary Lane in Hinton Charterhouse Parish, just on the Freshford boundary. The Council considered a previous Application for Pond House in July 2018. That application (18/02591/FUL) provided for a two storey and single storey side extension to Pond House together

with landscaping. The property is not in a Conservation Area. The site is not overlooked and those July proposals updated the property within the guidelines using an imaginative and modern design. The new building work was to be of an organic leaf design.

The Parish Council resolved to support this application making comments on materials and access. The Council was concerned at the size of the proposals. The Application did not seem clear about the actual volume increase of the new work, having regard to the Green Belt guidelines of a volume increase of the order of no more than about one third. There appeared to be conflicting information about the volume size proposed, and Freshford's support sought clarification on this point. Hinton Charterhouse Parish Council also supported the application.

At Committee, B&NES refused the application, and size issues were part of that decision.

The applicant has now submitted an amended design taking those size issues into account. The basic concept of the proposal remains unchanged, based on an organic leaf design, but the plans show a reduced footprint and extensions of a smaller size. More detail is provided in terms of the volume addition, and now this is stated with calculations, to be about 32%.

Since the Council supported the previous application, it is recommended that this revised proposal be similarly supported. Comments added should include that access to the site must be carefully controlled and managed in an extremely narrow road, and materials etc... should follow the requirements of the Villages Design Statement. The Council's previous concerns about size have been addressed.

At its meeting on 11 March 2019, the Council resolved to support this application.

Ben Walters spoke at the PC meeting giving a summary of the amendments to the revised planning application for Pond House.

19/00705/FUL Chapel House Pipehouse, Freshford, BA2 7UJ.

The development seeks the extension of an existing lean-to toilet/washroom; a reduction in the existing ground level on the western side of the existing studio and along the western boundary; the replacement of a temporary timber shed and log store with permanent timber clad and reconstituted bath stone block work structures of a larger size.

The site is within The Green Belt, The Cotswolds AONB and there is an adjacent public footpath to the east, it is outside of the conservation area and within the southern village settlement zone. The design and access statement make no reference to the Freshford and Limpley Stoke Neighbourhood Plan. This previous application, 07/03277/FUL was for the conversion of the then garage to the bed studio, there was no concern at this time re loss of neighbour amenity or any detrimental effect upon the openness of the green belt.

The Landscape and Environmental consultant has requested an impact assessment and a landscape scheme particularly in the context of the boundary conditions with the neighbour but also with respect to the wider context of the conservation or enhancement of the landscape character of the AONB.

The recommendation is,

In essence the proposals are de minimis with respect to the host building and the context of the site. The council supports the application.

Decision Notifications

There were no comments on the Decision Notifications listed on the Agenda.

030/19 Outstanding from previous meeting:

- a) The SSE work on street lamp 2, Staples Hill and street lamp 20, Pipehouse lane is scheduled within the 8-week lead-time. **Action: LM to progress work to completion**
- b) Options for secure backup of the PC laptop were outlined in the Chairman's Report. The PC agreed that the recommendation of using Microsoft OneDrive would be used as this option is not only the cheapest, but also includes Microsoft Office 365.
Action: Cllr. Adler to check whether there is the option of being included within BANES licensing, should it exist.

031/19 Finance

The following payments were approved:

ALCA	Annual Subscription	£101.92
DM Payroll	HMRC 2018/2019	£27.00
Clerk Salary	Lorraine Montacute	£437.28

- a) The PC would like to see a breakdown of the work completed annually from Alan Duck.
Action: Cllr. Adler to discuss this directly with Alan.
- b) The 2019 maintenance costs of the cemetery and The Tyning to be shown independently by service provider for a clearer understanding of the breakdown in costs in the future. **Action: LM**
- c) The expenditure of the Community Infrastructure Levy (CIL) money must be allocated to the support the development of the local area. At the next meeting the PC will discuss how the CIL money will be allocated and in particular the CIL funds resulting from the 'Rentokil Pipehouse development. **Action: LM to include this topic on the next agenda.**
- d) Review the VAT column on the bank-reconciliation spreadsheet and ensure the VAT is updated to-date. **Action: LM**

032/19 Highways and Transport

Other than the 20-mph signage covered in the 'Open Forum' section, there were no other Highways and Transport issues raised.

033/19 Cemetery Fees

Following the review of the Freshford cemetery fees it was agreed in principle that the resident's rates should not increase. The non-residents rates will increase, and following approval of the proposed rate increases, the updated Cemetery Fees will also be displayed on the PC Notice Board by the school. **Action Cllr. King**

034/19 Exchange of information

No matters were raised in the Exchange of information.

035/19 Items for Review

Month	Topic	Comment	Action
Nov	Review of Assets Register and Valuations	Is the register complete? Ensure that valuations are up to date.	Complete
Dec	Review of Insurance Policies	Are the existing insurance policies in place acceptable and value for money?	Complete
Jan	Review of Risk Assessment Review	Review the Risk Register.	Complete
Feb	Review Register of Members' interests	Process. Clerk to co-ordinate.	Nick, Roger & Lorraine
Mar	Financial and Procedural Standing Orders	Do the existing standing orders require amendment?	Clerk, Nick, Chair

- a) It was agreed that Members Interests would be checked on the PC website by each individual and the Clerk would be formally notified of either confirmation that the detail on the forms stood or state any required changes.
- b) The Members Interest recently completed by Craig Underdown are to be loaded into the website. **Action: Cllr. Underdown.**
- c) The Standing Orders are to be reviewed on the basis of comments by Cllr. Adler, who is to provide Cllr. Stevens with details of an identified anomaly. **Action: Cllr. Adler**

036/19 External and other meetings

Cllr. Paine – Bath Preservation Trust 19th March

037/19 **Date of next meeting:** 8th April 2019