

FRESHFORD PARISH COUNCIL

DRAFT Minutes of the Annual General Meeting and the Ordinary Meeting of Freshford Parish Council held remotely at 7pm on Wednesday 5 May 2021

Parish Councillors Present: John Adler (Chairman), Jean Hawker (Vice Chairman), Annabel Batchelor-Wylam, Julian Carpenter, Tom Maddicott, Tania Pascoe, Nick Stevens, Martin Walker, Ben Walters

Apologies: None

In attendance: Selina Jobson (Parish Clerk), Ward Councillor Neil Butters

Members of the Public: Four

Annual General Meeting

1. **Election of Chairman**

Resolved: To appoint Councillor John Adler as Chairman.

2. **Election of Vice-Chairman**

Resolved: To appoint Councillor Julian Carpenter as Vice-Chairman.

Thanks were recorded to Cllr Jean Hawker for her work as Vice-Chairman.

3. **Councillor Responsibilities**

No changes were proposed to the current responsibilities of councillors.

Ordinary Meeting

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

None.

5. **Minutes of Meeting**

Resolved: to approve the minutes of the meeting held on 19 April 2021 as a true record.

6. **Review of Actions**

An update on actions arising from previous meetings was noted, including:

- That there was ongoing consideration of whether a second passing place was required on the road at the top of The Tynning. A decision was needed before trees could be planted.
- Cllrs Hawker, Pascoe and Walker had agreed a plan of paths to be mown in the cemetery and that overgrown vegetation on graves would be cut by hand twice a year.
- Cllr Pascoe had received two quotes for a proposed grass cutting regime on The Tynning. Suggestions for a third quote were requested; Cllr Butters would forward on details of a possible contact for a third quote.

Cllrs
Hawker &
Pascoe

7. **Open Forum**

A resident spoke on a number of matters:

- Whether the review of the cemetery would inform the consideration of whether projects 11 and 12 of the Friends of Freshford proposal – the planting of several trees and hedge plants – could go ahead. It was confirmed that the review would inform consideration of these proposals.

- To ask for details of the possible Community Asset Transfer of land at the back of the Glebe from B&NES to the Parish Council. It was confirmed that B&NES would decide if the transfer could take place and, if so, the conditions of the transfer and the exact area of land involved.
- To support the creation of a second passing place on the road at the top of The Tyning, stating it was impossible to see the entire length of the road from each end and that drivers regularly had to reverse back along the road.

A second resident spoke on a number of matters:

- To congratulate the Parish Council on the new Freshford website which he felt was easier to use.
- To report that a skip lorry had got stuck in Dark Lane recently and to ask for an update on the Parish Council's plans to address issues here. It was reported that the Parish Council was waiting for B&NES staff to be able resume site visits.
- To report the uneven surface on the lower part of the footpath from The Glebe. It was noted that this could be reported directly via the B&NES 'Report It' form.
- That LED street lamps on New Road were considered to be lit unnecessarily late, until past midnight.
- To support the creation of a second passing place on the road at the top of the Tyning, noting that the majority of problems occurred by the Glebe and the cemetery where there was not enough visibility to see oncoming vehicles.
- That Friends of Freshford were considering whether to re-instate a bench where one had been previously located by the grit bin at the junction of Dark Lane and New Road.

8. **Planning Applications**

None.

9. **Tree Applications**

None.

10. **Decision Notifications**

- 21/00431/FUL The Cottage, Pipehouse Lane, Freshford: Erection of garage.
Refused.
- 21/01105/FUL High Meadow, Midford Lane, Limpley Stoke: Single storey front extension and internal alterations including conversion of garage into annexe.
Permitted.

11. **Chairman's Report**

11.1 Land behind The Glebe

B&NES were considering a proposed Community Asset Transfer of the land behind the Glebe to the Parish Council. Exact details would be confirmed if B&NES approved the transfer.

11.2 Website Update

The website had gone live and, overall, feedback had been positive. Work would start on updating the community-based content.

11.3 Renewable Energy

Limpley Stoke Parish Council had informally agreed to participate in and contribute to the scoping project for community renewable energy sites, to be undertaken by Bath and West Community Energy (BWCE). FLISCA had approved a funding request for

£1500 towards the scoping project; remaining costs would be split on an equal basis between the two parish councils.

11.4 Electric Vehicle (EV) Charging

A meeting had been held about the potential for EV charging points at the Freshford Village Memorial Hall.

11.5 Annual Parish Meeting

An online Annual Parish Meeting had been held. Some issues had been raised which would be looked into. A physical Parish Meeting would be held later in the year when the situation allowed.

12. Finance and Personnel

12.1 **Resolved:** to approve the following payments:

- £416.93 Selina Jobson for administration
- £300 James Lock for grass cutting
- £28.57 Shoscombe Parish Council for training
- £360 Solum Surveying for utility survey
- £1500 Zonkey for web redevelopment

12.2 **Resolved:** to approve the bank reconciliation & note the following payment and receipts:

- £300 Ian Croker for street cleaning (SO)
- £1500 FLiSCA Scoping study grant (receipt)
- £250 FLiSCA grant to LiFERAFT (receipt)

12.3 **Resolved:** to approve the renewal of the insurance policy with Came and Company for £809.10.

13. Consultation on Remote Meetings

Resolved: to respond to the Government's consultation 'Local Authority Remote Meetings: Call for Evidence'.

The Clerk agreed to collate comments from councillors and to draft a response for submission ahead of the deadline of 17 June 2021.

Clerk

14. Natural Environment: Friends of Freshford Proposals

In light of recently received correspondence from the Chair of Friends of Freshford councillors agreed to defer consideration of this item until the next meeting.

15. Climate Emergency

Update on Scoping Study by Bath and West Community Energy

Discussed under Chairman's Report – see minute 11.3.

16. Highways and Transport: Village Hub Bus Stop

Councillors received a revised plan of the Village Hub bus stop proposal. B&NES Principal Engineer for Highway Maintenance had confirmed that as B&NES would be responsible for ongoing maintenance of the area then tarmac, rather than hoggin, must be used. Different coloured tarmac, e.g. buff coloured, was available.

Councillors expressed a preference for using hoggin rather than tarmac and felt that maintenance costs of hoggin were likely to be negligible. It was agreed that Cllr Hawker would contact the B&NES Principal Engineer to ask whether, if the Parish Council agreed to maintain this area, hoggin could be used.

Cllr
Hawker

Whilst the proposal included the use of wooden bollards to prevent parking on this area, it was suggested that stone boulders could be used as an interim or permanent solution.

B&NES held a list of accredited companies approved to undertake work on B&NES highways land, and details of the competence and accreditation certification required for other companies not on B&NES list. The Parish Council would need to check that companies that had provided quotes to date met these requirements.

It was noted that the Parish Council had received a proposal for creating a wildflower area in the grass area next to the proposed bus stop; this had been supported at the last meeting and could proceed.

Cllrs Carpenter and Walker would put together some proposals based on options for hoggins or tarmac and would ask for revised quotes, and evidence of competence and accreditation in line with B&NES requirements, which would be brought to a future meeting.

Cllrs
Carpenter
& Walker

Rosemary Lane Traffic Monitoring

It was agreed that, with traffic levels increasing as Covid restrictions eased, it would be an appropriate time to undertake the previously agreed monitoring of traffic on Rosemary Lane. Cllr Carpenter to contact B&NES.

Cllr
Carpenter

17. Access to Freshford Primary School

Councillors received a report on the temporary matting and steps on The Tynning that had been agreed last year to help the School maintain social distancing measures.

Resolved: Councillors agreed to leave the matting and steps in place on The Tynning until there was a clear exit strategy from Covid social distancing restrictions.

18. Parish Council Assets

Councillors noted feedback on replacement LED lamps fitted in streetlights Nos. 4 The Hill and 25 Abbey Lane.

19. Exchange of Information

Cllr Butters reported that he was standing down from his position as B&NES Cabinet member for Transport Services.

20. Date of next meeting

The Clerk would check on the availability of the Main Hall at Freshford Village Memorial Hall on either 14 or 21 June 2021, to enable a physical Parish Council meeting to be held in line with social distancing measures.

Meeting ended 8.55pm